

**NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD**

**FINAL**

**April 2, 2012 Meeting Minutes**

**4:00 p.m., Public Hearing Room, DEP, Trenton**

**Board Members:**

***Present:*** Jorge Berkowitz, Phil Brilliant, Richard Dewling, Lawra Dodge, Joann Held, Christopher Motta, Karl Muessig, Constantine Tsentas, Ira Whitman.

***Absent:*** Chairman David Sweeney, Mike Pisauro.

***Others Present:*** Liaison Karen Hershey, DAG Kimberly Hahn, Executive Assistant David Haymes.

***Proceedings:***

- Meeting called to Order at 4:05 by Vice-Chairman Held substituting for Chairman Sweeney.
- Statement by Vice-Chairman Held that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of the March 19, 2012 minutes.
  - Motion by Karl Muessig to accept minutes, seconded by Lawra Dodge, approved unanimously.
  - Chairman's Report
    - Vice-Chairman Held reported that the Board's new hourly staff person Dana Haymes started on March 26<sup>th</sup> and is working on the rules.
    - Vice-Chairman Held also reported that the new DEP web person will start on April 9, 2012. That person will maintain the Board's web site in addition to the DEP web site.

**Committee Reports**

- Audit: A report was given by Chair Phil Brilliant on behalf of the Audit Committee
  - Phil Brilliant reported that five new names were selected for the April audit.



- Held-Y
  - Motta-Y
  - Muessig-Y
  - Pisauro-Absent
  - Tsentas-Y
  - Whitman-Y
  - Sweeney-Absent
- Finance: A report was given by Richard Dewling on behalf of the Finance Committee.
    - Richard Dewling updated the Board on Board expenditures, exam costs, hourly staff information and the need for the Board's budget to conform to a state fiscal year rather than operating on a calendar year.
  - Licensure: A report was given by Committee Chair Ira Whitman on behalf of the Licensure Committee.
    - Ira Whitman updated the Board on various licensing issues relating to payment of annual fees, total number of temporary LSRPs, number of LSRPs approved to take the test, and then he made a motion to approve for examination the individuals listed as approved on the April 2, 2012 list of applicants deemed eligible to take the exam.
    - Seconded by Jorge Berkowitz. Motion adopted after debate (9Y, 2Absent, Abstentions as indicated below).
    - Roll call vote as follows:
      - Berkowitz-Abstain as to B. Blum, R. Koto, K. Tyson, S. Ueland, all others Y
      - Brilliant-Y
      - Dewling-Y
      - Dodge-Abstain as to A. Attenborough, all others Y
      - Held-Y
      - Motta-Y
      - Muessig-Y
      - Pisauro-Absent
      - Tsentas-Y
      - Whitman-Abstain as to E. Huss, D. Robinson, all others Y
      - Sweeney-Absent
  - Website/Outreach: A report was given by Committee Chair Christopher Motta on behalf of the Website/Outreach Committee.

- Chris Motta discussed the Board’s revised Public Involvement Statement and then he made a motion to approve the revised Statement.
    - Seconded by Karl Muessig; Motion adopted after debate (9Y, 2 Absent)
    - Roll call vote as follows:
      - Berkowitz-Y
      - Brilliant-Y
      - Dewling-Y
      - Dodge-Y
      - Held-Y
      - Motta-Y
      - Muessig-Y
      - Pisauro-Absent
      - Tsentas-Y
      - Whitman-Y
      - Sweeney-Absent
  - Professional Conduct: A report was given by Jorge Berkowitz on behalf of the Professional Conduct Committee.
    - Jorge Berkowitz updated the Board on the activities of the Professional Conduct Committee, noting that the Board will be condensing some meetings and that the Board has received requests for clarification of the code of conduct provisions.
  - Rulemaking: A report was given by Committee Chair Joann Held on behalf of the Rulemaking Committee.
    - Joann Held discussed the progress of the Committee’s rulemaking efforts, describing the work that has been completed thus far by the new hourly staff person Dana Haymes, and noting some issues relating to the draft Adjudicatory Hearings subchapter.
- Ongoing Business
  - Board discussion about vacant Board positions.
  - Motion by Richard Dewling to enter into closed session to discuss personnel issues; seconded by Ira Whitman. All were in favor.
  - Upon return from closed session, a motion was made by Richard Dewling to appoint Karen Hershey to serve as the official Secretary to the Board.
  - Seconded by Jorge Berkowitz; Motion adopted after debate (9Y, 2 Absent).
    - Roll call vote as follows:
      - Berkowitz-Y

- Brilliant-Y
  - Dewling-Y
  - Dodge-Y
  - Held-Y
  - Motta-Y
  - Muessig-Y
  - Pisauro-Absent
  - Tsentas-Y
  - Whitman-Y
  - Sweeney-Absent
- Board discussion about meeting dates. Vice-Chairman Held informed the Board that meeting dates have been scheduled for August 6, 2012, September 9, 2012 at 4:30 and September 24, 2012.
- New Business
    - Board discussion about Site Remediation Program report showing overdue documents sorted by LSRP.
- Public Comment
    - Rodger Ferguson, LSRPA.
      - Commented that the responsible party is accountable for the overdue documents, not the LSRP.
- The meeting adjourned at 6:12 p.m.