

# NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

## FINAL

November 19, 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, Mike Pisauro, Dave Sweeney, Constantine Tsentas, Ira Whitman

**Absent:** Karl Muessig

**Others Present:** Board Secretary Karen Hershey, DAG Kimberly Hahn, Executive Assistant David Haymes

### Proceedings:

- Meeting called to Order at 4:00 by Chairman Sweeney.
- Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of the October 15, 2012 minutes with corrections as noted by Joann Held; approval of the November 5, 2012 minutes.
  - Motion by Dick Dewling to approve both October 15 and November 5 minutes, seconded by Joann Held; approved unanimously except for Ira Whitman who abstained due to absence at the November 5, 2012 meeting.
- Chairman's Report
  - The Chairman reported on DEP's efforts relating to Hurricane Sandy and then called upon Vice-Chairman Held to report on Board meeting schedule.
  - Vice-Chairman Held discussed Board meeting dates from January 2013 through June 2013. The Board agreed to a list of dates to be posted on the Board's web site.
- Committee Reports
  - Licensure: A report was given by Committee Chair Ira Whitman on behalf of the Licensure Committee.

- Motion by Ira Whitman to approve for examination the individuals named in the November 19, 2012 list of LSRP Exam Candidates Submitted for Board Approval.
  - Seconded by Lawra Dodge; motion adopted after debate (10Y,0N, 1 Absent, no abstentions).
  - Roll call vote as follows:
    - Berkowitz-Y
    - Brilliant- Y
    - Dewling-Y
    - Dodge- Y
    - Held-Y
    - Motta- Y
    - Muessig-Absent
    - Pisauro-Y
    - Tsentas- Y
    - Whitman-Y
    - Sweeney-Y
  
- Assistant Director Wayne Howitz presented an overview of the LSRP application review process that has been used by the DEP.
- Following the presentation by Wayne Howitz, Ira Whitman reported that his committee would deliberate on a process for reviewing applications going forward and report back to the Board with a recommendation.
  
- Audit: A report was given by Committee Chair Phil Brilliant on behalf of the Audit Committee.
  - Phil Brilliant reported that his Committee plans to review the audit questionnaire after the first of the year and make any necessary revisions.
  - Phil Brilliant announced that the following audits have been deemed complete:

519704 Maria Coler, Selected April 2, 2012; Completed November 19, 2012.  
 510329 Jeffry T. Bauer, Selected May 14, 2012; Completed November 19, 2012.  
 574152 Cathleen S. Bryant, Selected August 6, 2012; Completed November 19, 2012.  
 550281 Karen A. Diehl, Selected August 6, 2012; Completed November 19, 2012.  
 575599 Robert Kowalczyk, Selected August 6, 2012; Completed November 19, 2012.  
 562201 Svetlana Antonetti, Selected August 6, 2012; Completed November 19, 2012

- Continuing Education: A report was given by Committee Chair Lawra Dodge on behalf of the Continuing Education Committee.
  - Lawra Dodge made a motion to approve the following two pending course approval requests:

\*Ram's Horn Education Inc., Slug Test Course (For Lower Conductivity Formations), Online Course for 4 Technical CECs.

\*RE3 Conference, RE3 Conference Technical & Developer Programs, 1 Technical/Regulatory CEC per hour session attended, 0.5 CEC for ½ hour of instruction as applicable.

- Seconded by Chairman Sweeney; motion adopted after debate, all present voted Yes.
  - Lawra Dodge also reported that Dana Haymes is assisting with course approval request reviews.
- Finance: A report was given by Committee Chair Richard Dewling on behalf of the Finance Committee.
- Richard Dewling reported that the Board will need to formulate next year's budget soon, and that the Board will have to decide whether to keep Caviart as the exam contractor.
  - The Board should also think about staffing needs when formulating the upcoming budget.
- Website/Outreach: A report was given by Committee Chair Christopher Motta on behalf of the Website/Outreach Committee.
- Chris Motta informed the Board that he continues to wait for the necessary approvals so that he can access to the DEP server and review the Board's proposed new web site, and work with SRP's web person to make changes.
- 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 Case Summaries would be posted on the Board's web site soon.
- Rulemaking: A report was given by Joann Held on behalf of the Rulemaking Committee.
- Joann Held discussed Subchapters 2, 6 and 7 of the draft rules and then made a motion to post all three subchapters on the Board's web site along with a listserv to let the public know the drafts are on the web and available for comment.
  - Seconded by Jorge Berkowitz, all present voted Yes.

- Confidentiality and Release of Public Information (Ad Hoc): A report was given by Committee Chair Mike PISAURO on behalf of the Committee.
  - Committee Chair Mike PISAURO indicated he had nothing to report.
- Ongoing Business
  - The Board discussed the pending vacancy for an academic on the Board, noting that candidate Robert Mutch has not yet been approved by the Senate.
- New Business
  - The Board discussed the issue of LSRP record retention, noting the need to determine a timeframe for how long to keep records; DAG Hahn said she would investigate what other Boards do.
  - Any determination will be incorporated into the Board's draft rules.
- Public Comment
  - John Oberer, LSRPA
    - Indicated that the LSRPA is willing to assist the Board in determining the appropriate length of time for LSRP record retention.
    - Informed the Board that there were some truncated questions on some of the November 15, 2012 LSRP exams.
  - Rodger Ferguson, LSRPA
    - Advocated in support of holistic and electronic approach to record retention; inquired as to where electronic LSRP submittals to DEP are stored.
    - Asked if Solid Waste Landfill experience will continue to be accepted as LSRP experience; Chairman Sweeney invited input from the LSRPA on this issue.
    - Inquired about whether individuals who develop materials for CEC courses are entitled to CEC credits; Lawra Dodge responded affirmatively.
- The meeting adjourned at 5:53 p.m.