

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

May 6, 2013 Meeting Minutes

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

Board Members:

Present:

Phil Brilliant
Richard Dewling
Joann Held
Christopher Motta (by phone)
Karl Muessig
Mike Pisauro
Constantine Tsentas
David Sweeney
Ira Whitman

Absent:

Jorge Berkowitz
Lawra Dodge

Others Present:

Board Secretary Karen Hershey
DAG Kimberly Hahn
Board Staff Dana Haymes
Executive Assistant David Haymes

Proceedings:

- **Meeting called to Order at 4:03 by Chairman Sweeney**
- **Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act**
- **Roll Call**
- **Approval of the April 15, 2013 Meeting Minutes**

- Motion by Constantine Tsentas to approve April 15, 2013 minutes. Motion seconded by Mike Pisauro. All present voted Yes except for Joann Held who abstained. Motion carried.
- **Report by Chairman Sweeney** - Robert Mutch has withdrawn his application to be appointed to the Board as the academic representative.
- **Report of the Licensure Committee - Ira Whitman**

Ira Whitman reported on the status of the request for inactivity, which was discussed by the Board at the April 1, 2013 meeting. He also advised the Board that he met with Karen Hershey, Dana Haymes and Kimberly Hahn to discuss the policy on inactive status. A draft of the policy was distributed to the Board members.

- Motion by Ira Whitman that the Board give an LSRP exam between September 16 and October 25, 2013. Motion seconded by Joann Held.

Roll call vote as follows:

- Berkowitz - Absent
- Brilliant - Y
- Dewling - N
- Dodge - Absent
- Held - Y
- Motta - Y
- Muessig - N
- Pisauro - N
- Tsentas - N
- Whitman - Y
- Sweeney - N

Motion Not Carried.

- Motion by Ira Whitman to vote on policy on inactive status, a copy of which was provided to the Board Members, to accept it as the version that would replace Section 2.17 in the current draft of the proposed new rules, and to accept it as the Board's operative policy until the proposed new rules are promulgated. Motion seconded by Phil Brilliant.

DAG Kimberly Hahn advised tabling the motion until the policy has been redrafted to remove citations to the proposed new rules.

Motion Tabled.

- **Report of the Audit Committee - Phil Brilliant**

Phil Brilliant reported that the following Audits are complete:

505651 Kenneth J. Bird, Selected October 1, 2012, Completed May 6, 2013.
518899 Julius Glickstein, Selected January 7, 2013, Completed May 6, 2013.
573850 Michael E. Mahnkopf, Selected October 1, 2012, Completed, May 6, 2013.
575011 Caryn L. Barnes, Selected November 5, 2012, Completed May 6, 2013.

Phil Brilliant also informed the Board that another five LSRPs have been selected for auditing for the month of May.

- **Report of the Continuing Education Committee- Lawra Dodge**

Lawra Dodge absent. No report.

- **Report of the Finance Committee - Richard Dewling**

Richard Dewling reported on Board expenditures for the first, second and third Quarter of Fiscal Year 2013. Richard Dewling stated that pursuant to the authorization granted to him by the Board on September 19, 2011, he has given the Site Remediation Program's Finance division authorization to deduct the total charges for the first, second and third quarters totaling \$198,000 from the Budget. At this time the Board is operating below budget and is expected to have carry-over money for the next fiscal year.

- **Report of the Outreach Committee - Christopher Motta**

Christopher Motta reported on the progress of the Board's new web site. He outlined his plans for completing and launching the web site.

- **Report of the Professional Conduct Committee-Jorge Berkowitz**

Jorge Berkowitz absent. No report.

- **Report of the Rulemaking Committee - Joann Held**

Joann Held reported that after the public forum at the last Board meeting, the Committee received nine sets of official comments. The bulk of the comments were from the LSRP Association and the rest of the comments were from DEP staff and the Edison Wetlands Association. Dana Haymes incorporated comments into the draft rule to show the comments side by side with draft language.

One outstanding issue that needs to be resolved is document retention. The Rules Committee has received extensive comments on this issue from the LSRPA and other interested individuals. Joann Held proposed that a small group of Board members review this issue and come back with a recommendation.

- Motion by Joann Held to create an Ad Hoc committee to review document retention section and provide feedback to the Board by the June or July meeting. Motion seconded by Phil Brilliant. All present voted Yes. Motion carried.

Richard Dewling, Phil Brilliant and Chris Motta volunteered to join Joann Held on the Ad Hoc committee.

- **Report of the Committee on Confidentiality and Release of Public Information - Mike Pisauro:** No Report

- **Ongoing Business:** None

- **New Business:**

Proposed dates for second half of 2013 circulated to the Board.

- **Second Monday Meeting Discussion:** May 20, 2013

◦ Chairman David Sweeney raised the need for a second meeting in May and then made a motion to not hold a meeting on May 20, 2013. Motion seconded by Ira Whitman. All present voted Yes. Motion carried.

- **Public Comment:** None

- The meeting adjourned at 5:33 p.m.