

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

**June 19, 2017 Meeting Minutes**

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

**Board Members:**

***Present:***

Jorge Berkowitz  
Phil Brilliant  
Lawra Dodge (at 4:08 p.m. via teleconference due to travel)  
Joann Held  
Jeffrey Hoffman  
Mark Pedersen  
Kathi Stetser  
Peter Strom  
Connie Tsentas  
Ira Whitman

***Absent:***

Christopher Motta

***Others Present:***

Board Executive Director Janine MacGregor  
DAG Nielsen Lewis

***Proceedings:***

- Meeting called to Order at 4:00 PM by Chairperson Mark Pedersen.
- Chairperson Pedersen read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.
- Roll Call. A quorum of the Board was present for the meeting.
- Motion by Phil Brilliant to approve the Minutes of the June 5, 2017 Meeting. Motion seconded by Jeffrey Hoffman.

During the discussion, Joann Held noted that on page 3, April 3, 2017 should be changed to May 1, 2017, and that on page 7, \$100 should be changed to \$1000. The motion was revised to make those modifications to the minutes.

Roll Call Vote:

Jorge Berkowitz - Yes  
Phil Brilliant - Yes  
Lawra Dodge - Not Yet on Call  
Joann Held - Yes  
Jeffrey Hoffman - Yes  
Christopher Motta - Absent  
Kathi Stetser - Yes  
Peter Strom - Yes  
Connie Tsentas - Yes  
Ira Whitman - Yes  
Mark Pedersen - Yes

The motion was carried.

- Motion by Ira Whitman to approve the Minutes of the Closed Session of the June 5, 2017 Meeting. Motion seconded by Jeffrey Hoffman.

Roll Call Vote:

Jorge Berkowitz - Yes  
Phil Brilliant - Yes  
Lawra Dodge - Abstain  
Joann Held - Yes  
Jeffrey Hoffman - Yes  
Christopher Motta - Absent  
Kathi Stetser - Yes  
Peter Strom - Yes  
Connie Tsentas - Yes  
Ira Whitman - Yes  
Mark Pedersen - Yes

The motion was carried.

### ***Chairperson's Report***

No Report.

### ***Executive Director's Report***

Janine MacGregor pointed out that a new list of Committee Chairs and Members, based on the Chairperson's recent changes and Joe Fallon's departure, is in the Board packages.

### ***Committee Reports***

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reported that all exam candidates were sent emails with a link and instructions on obtaining their exam results, and the next steps to become an LSRP.

Kathi Stetser reported that the Exam RFP review team met with Treasury to evaluate two applications. Treasury is conducting additional inquiry prior to a final decision on award, and the Board should be able to announce the new contractor by the next meeting.

- **Continuing Education – Lawra Dodge**

Motion by Lawra Dodge to approve recommendations from the Continuing Education Committee for approval of the following CEC applications:

1. Application of AIPG for approval of “AIPG Spring Conference on Emerging Contaminants” for 4 Technical CECs and 1 Regulatory (designate 2017-034)
2. Application of NJ DEP for approval of “Commingled Plume Technical Guidance Document Training” for 2 Technical CECs and 1 Regulatory CEC (designate 2017-035)
3. Application of LSRPA for approval “In Situ Chemical Oxidation – Up to the Minute Developments” for 2 Technical CECs (designate 2017-036)
4. Application of LSRPA for approval “Laboratory Utilization: Implementing a Successful Analytical Project” for 7 Technical CECs ((designate 2017-037)
5. Application of Alpha Analytical for approval “NJ Ecological Evaluation Practitioners Forum” for 2.5 Technical CECs and 1 Regulatory CEC (designate 2017-038)
6. Application of NJSWEP/BCONE for “NJDEP Regulatory Update” for 3 Regulatory CECs (designate 2017-039)

Motion Seconded by Connie Tsentas.

During the discussion it was pointed out that one of seven courses on the agenda had already been approved by the Board last month. The motion was modified to approve the six courses listed above, with new course numbers as provided.

Roll Call Vote:

Jorge Berkowitz -	Yes to all
Phil Brilliant -	Yes to all
Lawra Dodge -	Yes to all
Joann Held -	Yes to all
Jeffrey Hoffman -	Yes to all
Christopher Motta -	Absent
Kathi Stetser -	Yes to all
Peter Strom -	Yes to all
Connie Tsentas -	Yes to all
Ira Whitman -	Yes to all
Mark Pedersen -	Yes to all

The motion was carried.

Board Members brought up concerns of course completion certificates being given out before a course/credits have been approved. The Chairperson was not in favor of this practice and will discuss this with DEP. Another concern was whether webinars are in-person or alternative format training. Lawra Dodge will discuss this and other issues at the next Committee meeting.

- **Professional Conduct Committee – Phil Brilliant**

Motion by Phil Brilliant to approve the resolution to go into closed session to discuss Complaints 002-2016 and 003-2016 (note: Jorge Berkowitz recused from 003-2016). Motion seconded by Pete Strom.

All present voted yes.

The motion was carried.

Closed session commenced at 4:23.

Open session resumed at 5:57 PM.

Motion by Phil Brilliant to accept a finding of no violation for Complaint 002-2016. Motion seconded by Jorge Berkowitz.

Roll Call Vote:

Jorge Berkowitz -	Yes
Phil Brilliant -	Yes
Lawra Dodge -	Absent
Joann Held -	Yes
Jeffrey Hoffman -	Yes
Christopher Motta -	Absent
Kathi Stetser -	Yes
Peter Strom -	Yes
Connie Tsentas -	Yes
Ira Whitman -	Yes
Mark Pedersen -	Yes

The motion was carried.

- **Ad Hoc Committee on Board Operations – Joann Held**

No report.

- **Ad Hoc Committee on Discharge Notification – Joann Held**

Joann Held reported that the Discharge Notification Committee had a conference call and will schedule another one in a week or two to formulate a draft position on this issue.

- **Audit Committee – Jorge Berkowitz**

Jorge Berkowitz reported he has met with Board staff to consider changes to the audit selection process, to focus on information needed from Auditees, to develop criteria for referral to PCC when audit submissions are insufficient, and other items aimed at improving efficiency.

- **Finance Committee – Chris Motta**

No report.

- **Outreach Committee – Peter Strom**

Chairperson Pedersen asked that the Committee consider more user-friendly placement of important items (i.e. Statement on Independent Professional Judgment). Peter Strom reported that the Committee and Board staff are working with DEP IT personnel to make these and other changes to the Board website. Ira Whitman later discussed ideas to more effectively communicate accomplishments of the Board.

***Ongoing Business:***

No ongoing business.

***New Business:***

No new business.

***Next Meeting Date:***

There was a discussion about the availability of Board staff and Members for upcoming Board meetings.

Motion by Joann Held to cancel the July 10, 2017 Board Meeting. The Motion was seconded by Connie Tsentas.

All present voted yes. The motion was carried.

The next Board meeting is August 7, 2017.

***Public Comments:***

No public comments.

***Adjournment:***

Motion by Jorge Berkowitz to adjourn the meeting at 6:20 p.m. Seconded by Phil Brilliant.

All present voted yes. The motion was carried.