

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

October 1, 2018 Meeting Minutes

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

Board Members:

Present

Jorge Berkowitz (via teleconference due to travel)
Phil Brilliant
Lawra Dodge
Joann Held
Jeffrey Hoffman
Christopher Motta
Mark Pedersen
Kathi Stetser
Connie Tsentas
Ira Whitman

Absent

Peter Strom

Others Present:

Board Executive Director Janine MacGregor
Board Staff Dana Haymes
DAG Gwen Farley

Proceedings:

- Meeting called to Order at 4:02 PM by Chairperson Mark Pedersen
- Chairperson Mark Pedersen read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.
- Roll Call:
 - Jorge Berkowitz - joined via teleconference at 4:08 PM.
 - Phil Brilliant - present
 - Lawra Dodge - present

Joann Held - present
Jeffrey Hoffman - present
Christopher Motta - present
Mark Pedersen - present
Kathi Stetser - present
Peter Strom - absent
Connie Tsentas - present
Ira Whitman - present

A quorum of the Board was in attendance.

- Motion by Mark Pedersen to approve the September 17, 2018 Board Meeting Minutes.

Motion seconded by Phil Brilliant.

Connie Tsentas noted on page 8 “October 24” should be changed to “September 24.”

Roll Call Vote:

Jorge Berkowitz - absent, vote held before joining via teleconference
Phil Brilliant - yes
Lawra Dodge - yes
Joann Held - yes
Jeffrey Hoffman - yes
Christopher Motta - yes
Mark Pedersen - yes
Kathi Stetser - yes
Peter Strom - absent
Connie Tsentas - yes
Ira Whitman - yes

The motion was carried.

- Motion by Mark Pedersen to approve the September 17, 2018 Board Meeting Minutes – Closed Session.

Motion seconded by Joann Held

Roll Call Vote:

Jorge Berkowitz - absent, vote held before joining via teleconference
Phil Brilliant - yes
Lawra Dodge - yes
Joann Held - yes
Jeffrey Hoffman - yes

- Christopher Motta - yes
- Mark Pedersen - yes
- Kathi Stetser - yes
- Peter Strom - absent
- Connie Tsentas - yes
- Ira Whitman - yes

The motion was carried.

• Chairperson’s Report

Chairperson Pedersen reported that the meeting must adjourn at 5:45 PM today due to closure of the building at 6:00 PM.

Chairperson Pedersen reported that Connie Tsentas has notified the Board that he will resign as of December 31, 2018. He has been a Board Member since the beginning, has served the Board incredibly well and will be missed by all.

• Executive Director’s Report

Janine MacGregor reported that she has contacted the Commissioner’s Office regarding new appointments to the Board, but has not gotten any information about when the appointments will take place. She has also informed the Commissioner’s Deputy Chief of Staff that several Board Members are serving past expired terms.

Committee Reports:

• Continuing Education – Lawra Dodge

Motion by Lawra Dodge to approve 4 applications for Continuing Education Credits as follows:

	TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE #
1	Prevention of Adverse Community Exposure During Hazardous Waste Site Clean-ups: Responsible Party Legal Requirements	LSRPA	January 30, 2019	2 Regulatory and 1 Technical	2018-062
2	Ground Water Surface Water Interactions	National Ground Water Association	December 6-7, 2018	15 Technical	2018-063
3	Managing PFAS Contamination at your Site	ITRC and CPES, LLC	October 12, 2018	1.5 Regulatory and 5 Technical	2018-064

4	Natural Disaster Resilience Toolkit Workshop	NJDEP - Bureau of Flood Resilience	November 14, 2018	5.5 Technical	2018-065
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Motion seconded by Joann Held.

Roll Call Vote:

- Jorge Berkowitz - yes to all, except recused with respect to application 3
- Phil Brilliant - yes to all, except recused with respect to application 3
- Lawra Dodge - yes to all
- Joann Held - yes to all
- Jeffrey Hoffman - yes to all
- Christopher Motta - yes to all
- Mark Pedersen - yes to all
- Kathi Stetser - yes to all
- Peter Strom - absent
- Connie Tsentas - yes to all
- Ira Whitman - yes to all

The motion was carried with respect to all applications.

- **Audit Committee – Jorge Berkowitz**

Janine MacGregor reported on behalf of Jorge Berkowitz that six LSRPs have been selected for audit this month and the LSRPs and Audit Review Teams will be notified.

Audit Review Teams have reported the following audits as complete:

LSRP NAME	LSRP LICENSE	Date of Audit Selection
Allen Attenborough	574150	January 11, 2018
Elizabeth Limbrick	629385	February 7, 2018
Robert Fisler	715473	February 7, 2018
Gregory Braun	714597	March 5, 2018
Milena Cunningham	746551	March 5, 2018
Brian Pedersen	594707	March 5, 2018
Keith Savel	584063	March 5, 2018
Gary Landis	593752	March 5, 2018

- **Finance Committee – Christopher Motta**

Christopher Motta reported that the Board-approved SRPL Board Budget for Fiscal Year 2019 (July 1, 2018 – June 30, 2019) and other information is being used by the Finance

Committee to prepare the Annual Board Fee Calculation Report. The committee is still working on qualitative information and justification to complete the report and hopes to send final comments to the Executive Director by week's end, and to send the report to the full Board before the next meeting. It is anticipated that fees will remain the same as last year. There is no requirement for the Board to vote on the Annual Board Fee Calculation Report. It will be published in the New Jersey Register.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reported that a total of 73 applicants have been approved to take the October 17, 2018 licensing exam, so those 73 individuals plus another individual who was approved to take the last exam and deferred will be taking the exam on October 17. There was a delay in notifying these individuals of their approvals, due to an issue by the exam administrator. The notification will take place more quickly next time. The deadline to register for the exam is October 3. Janine MacGregor will check with the exam administrator to ensure that all eligible individuals have registered, and anyone who has not registered will be contacted by telephone to make sure that they know that registration is open.

Three LSRPs did not pay the 2018 annual license fee. Of those three, one LSRP passed away, one inactivated his license, and one's license was suspended due to non-payment.

Staff has been working to complete the review of applications for license renewal. All submitted applications have been processed and the LSRPs have been notified. Through March 2019, 10-20 applications for license renewal are expected per month, with the exception of September 2018 when 59 applications are due, and November 2018 when 51 applications are due.

- **Outreach Committee – Peter Strom**

No report.

- **Rules Committee – Joann Held**

No report.

- **Professional Conduct Committee – Phil Brilliant**

- Motion by Phil Brilliant to approve a resolution to go into closed session to discuss Complaints 008-2016 and 010-2017.

Motion seconded by Mark Pedersen.

All present voted yes.

The motion was carried.

Open session resumed at 5:35 PM.

- Motion by Phil Brilliant, in the matter of Complaint 008-2016, to dismiss the complaint due to the fact that the LSRP that was the subject of the complaint has passed away.

Motion seconded by Joann Held.

Roll Call Vote:

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

The motion was carried.

- **Ongoing Business:**

Janine MacGregor updated the Board with respect to the SRRA 2.0 breakout sessions. The Board lead or co-lead five sessions, represented by Phil Brilliant and Joann Held. The Board presented its positions, and the stakeholders presented their positions. The SRRA 2.0 Committee will work on making some revisions to the SRRA 2.0 recommendations, which will be brought to the full Board for approval. Those revisions, plus a brief summary of the meetings, will be presented to Senator Smith, and stakeholders will be copied.

- **New Business:**

Motion by Mark Pedersen to approve Board Meeting Dates for next year.

Motion seconded by Phil Brilliant.

All present voted yes.

The motion was carried.

2019 meeting dates will be as follows:

January 7 and 22 (Tuesday)
February 4 and 19 (Tuesday)
March 4 and 18
April 1 and 15
May 6 and 20
June 3 and 17
July 1
August 5
September 9 and 23 (2nd and 4th Mondays)
October 7 and 21
November 4 and 18
December 2 and 16

- **Next Board Meeting**

Motion by Mark Pedersen to cancel the Board Meeting previously scheduled for October 15, 2018.

Motion seconded by Phil Brilliant.

All present voted yes.

The motion was carried.

The next Board Meeting is November 5, 2018.

- **Public Comments:**

None

- Motion by Mark Pedersen to adjourn the meeting.

Motion seconded by Phil Brilliant.

All present voted yes.

The motion was carried.

Meeting adjourned at 5:43 PM.