

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

November 2, 2020 Meeting Minutes

4:00 PM

Meeting held via Microsoft Teams

Until further notice, the open public meetings of the Board will be held via Microsoft Teams.

To participate by phone, use the following:

Toll free number: 1-(856) 338-7074 and Conference ID: 906475949

Or connect via the link on the Board Website www.nj.gov/l srpboard

Board Members:

Present

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

Absent

Others Present

Board Executive Director Janine MacGregor
Board Staff Dana Haymes
DAG Nielsen Lewis

Members of the Public that were present:

Marlene Lindhardt, David Morris, Bill Call, Mark Pietrucha, Alan Uminski, Rebecca Hollender,
David Hoffman

Proceedings

- Meeting called to Order at 4:04 PM by Chairperson Mark Pedersen
- Mark Pedersen read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.
- Roll Call:

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

A quorum of the Board was in attendance.

- **Approval of the Board Meeting Minutes**
 - Motion by Mark Pedersen to approve the October 5, 2020 Board Meeting Minutes.

Motion seconded by Jeffrey Hoffman.

Roll Call Vote:

Jorge Berkowitz - Yes
Phil Brilliant - Yes
Lawra Dodge - Yes
Joann Held - Yes
Jeffrey Hoffman - Yes
Christopher Motta - Abstained due to absence
Kathi Stetser - Yes
Peter Strom - Yes
Ira Whitman - Yes
Mark Pedersen - Yes

The motion to approve the minutes was carried.

- Motion by Mark Pedersen to approve the October 5, 2020 Board Meeting Minutes of the Closed Session.

Motion seconded by Phil Brilliant.

Roll Call Vote:

Jorge Berkowitz	- Yes
Phil Brilliant	- Yes
Lawra Dodge	- Yes
Joann Held	- Yes
Jeffrey Hoffman	- Yes
Christopher Motta	- Abstained due to absence
Kathi Stetser	- Yes
Peter Strom	- Yes
Ira Whitman	- Yes
Mark Pedersen	- Yes

The motion to approve the minutes was carried.

- **Chairperson's Report**

Effective after this Board Meeting Chris Motta will no longer be a member of this Board. Chris Motta requested that he be released from his commitment as a Board Member. Mark Pedersen noted that Chris Motta was one of the original Board Members and has served the Board for over 10 years. He always brought a calm demeanor and thoughtful and analytical approach to his work on the Board. He has been a very effective chairperson of the Financial Committee. He has worked to reduce the Board fees and operational costs. He advocated for the LSRPs to the greatest extent that he could. Mark Pedersen thanks Chris Motta for his service on behalf of the State.

Jorge Berkowitz, Joann Held, Phil Brilliant, Ira Whitman, Peter Strom and Lawra Dodge also thank Chris Motta for his contributions to the Board. Lawra Dodge also noted that Chris Motta contributed to the Board Website while serving on the Outreach Committee. Phil Brilliant noted that the first Board Meeting was ten years ago tonight.

Chris Motta noted that he appreciates having worked with his colleagues on the Board for the past 10 years. He thinks the Board has put the LSRP program at its proper place and the Board can move forward comfortable with what it has done.

Mark Pedersen noted that the Board will pursue filling the four Board vacancies.

- **Executive Director's Report**

Janine MacGregor thanks Chris Motta for contributions especially his help with Board finances.

Committee Reports

- **Audit Committee – Jorge Berkowitz**

- 6 LSRPs were selected for November 2020 audits
- The Audit Committee completed audits of the following LSRPs, with no additional action required:

March 2020:

Charles Anderson – LSRP 574438
Benjamin Alter – LSRP 574552

April 2020:

Kari Brookhouse – LSRP 628073

May 2020:

Richard George – LSRP 594676
Peter Smith – LSRP 574060

June 2020:

John Brennan – LSRP 573800
Kassidy Klink – LSRP 621032
John Jimenez – LSRP 627011
Brian Lettini – LSRP 628319

July 2020:

Niel Jiorle – LSRP 586157
Xerxes Antia – LSRP 584848
Keith McDermott – LSRP 747142
Brian Blum – LSRP 573990

The Audit Committee has been making significant progress and is close to being caught up.

- **Continuing Education - Lawra Dodge**

- Lawra Dodge noted that the Committee has not completed review of pending applications so there are none on the agenda today.

- **Finance Committee – Christopher Motta**

Chris Motta reported that the Annual Site Remediation Professional Licensing Board Fee Calculation Report has been prepared. It will be published in the New Jersey Register and will set the fees for Calendar Year 2021. The Board will publish this Report in the New Jersey Register before sending out the annual license fee invoices in December. The new fees will be \$266.00 for the new application fee and \$88.00 for the renewal fee. The annual license fee will remain at \$900.00, with the understanding that there is a carry forward in the budget. This year the carry forward is approximately \$355,000.00.

Ira Whitman requested that Janine MacGregor notify LSRPs when the annual license fee invoices will be sent.

Phil Brilliant suggested that LSRPs be notified to update their addresses prior to the time that the invoices will be sent.

- Motion by Chris Motta to approve the Fiscal Year 2021 budget that anticipates fee revenue of \$661,000.00, expenses of \$771,000.00, with a net loss of \$110,000.00 resulting in a reduction in the carry forward from \$465,000.00 to \$355,000.00.

Motion seconded by Mark Pedersen.

Roll Call Vote:

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

The motion was carried.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser requested that Janine MacGregor update the Board on the exam.

Janine MacGregor noted that the exam contractor Caviart has been submitting forms to the Treasury Department and the exam is still planned to be held on December 16, 2020.

Kathi Stetser noted that there will be a big batch of license renewal applications coming in mid-December which will be due by the end of January. LSRPs may earn any CECs they still need via alternative verifiable learning format.

- **Outreach Committee – Peter Strom**

No report.

- **Rules Committee – Joann Held**

Joann Held noted that she is not presenting a Subchapter today, but the Committee is making a lot of progress and will be bringing more subchapters to the Board soon.

- **Professional Conduct Committee – Phil Brilliant**

- Motion by Phil Brilliant to approve a resolution to enter closed session to discuss Complaint 010-2017.

Motion seconded by Lawra Dodge.

All present voted yes.

The motion was carried.

Open session resumed at 5:20 PM.

Motion by Phil Brilliant in the matter of Complaint 010-2017 to find the subject of the complaint in violation of N.J.A.C. 7:26I-6.3(a) and to assess a penalty of \$1,000.00 and to authorize transmission of an offer of settlement in the amount of 80% of the assessed penalty under signature of the Board Chairperson, and if no settlement is reached to proceed with formal disciplinary action.

Motion seconded by Mark Pedersen.

Roll Call Vote:

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

The motion was carried.

Phil Brilliant noted that the Subject of the Complaint is William Dunnell, LSRP 581762.

- **Ongoing Business**

None

- **New Business**

None

- **Next Board Meeting**

Motion by Mark Pedersen to cancel the Board meeting previously scheduled for November 16, 2020.

Motion seconded by Joann Held.

All present voted yes.

The motion was carried.

The next scheduled Board Meeting will be December 7, 2020 at 4:00 pm via Microsoft Teams unless otherwise noted on the Board website.

- **Public Comments**

Marlene Lindhardt, LSRP. Commented that Mark Pietrucha, who had to drop off, thanks Chris Motta for everything he has done on the Board, and she joins in thanking Chris Motta as well.

The Meeting adjourned at 5:33 PM.