

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

**APRIL 1, 2024 Meeting Minutes**

4:00 PM

The open public meetings of the Board are held via Microsoft Teams.  
Connect via the link on the Board Website [www.nj.gov/l srpboard](http://www.nj.gov/l srpboard) or

Participate by phone, using the following:

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

**Board Members:**

***Present***

Phil Brilliant  
Lawra Dodge  
Steven Domber  
Joann Held  
Michael Renzulli  
Charles Stebbins  
Peter Strom  
Ira Whitman

***Absent***

Michele Christina  
Kathi Stetser  
Paul Stofa

***Others Present***

Executive Director Dana Haymes  
Board Staff Victoria Glean  
DAG Buffy Wilson

***Members of the Public that were present:***

Sonya Ward, Candace Baker, Kathleen Whooley, Nick Huszar, Marlene Lindhardt, Richard Katz,  
Rebecca Hollender, Caryn Barnes, Rose DeLorenzo, Janice Brogle, Alexander Saltzman

***Proceedings***

- Meeting called to Order at 4:03 PM by Vice-Chairperson Joann Held.
- Joann Held read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.
- Roll Call:

Phil Brilliant - Present  
 Michele Christina - Absent  
 Lawra Dodge - Present  
 Steven Domber - Present  
 Joann Held - Present  
 Michael Renzulli - Present  
 Charles Stebbins - Present  
 Kathi Stetser - Absent  
 Paul Stofa - Absent  
 Peter Strom - Present  
 Ira Whitman - Present

A quorum of the Board was in attendance.

• **Approval of the Board Meeting Minutes**

- Motion by Joann Held to approve the March 4, 2024 Board Meeting Minutes.

Motion seconded by Mike Renzulli.

Roll Call Vote:

Phil Brilliant - Yes  
 Michele Christina - Absent  
 Lawra Dodge - Yes  
 Steven Domber - Yes  
 Joann Held - Yes  
 Michael Renzulli - Yes  
 Charles Stebbins - Yes  
 Kathi Stetser - Absent  
 Peter Strom - Abstain  
 Ira Whitman - Yes  
 Paul Stofa - Absent

The Motion to approve the minutes was carried.

- o Motion by Joann Held to approve the March 4, 2024 Board Meeting Minutes of the closed session.

Motion seconded by Phil Brilliant.

Roll Call Vote:

Phil Brilliant	- Yes
Michele Christina	- Absent
Lawra Dodge	- Yes
Steven Domber	- Yes
Joann Held	- Yes
Michael Renzulli	- Yes
Charles Stebbins	- Yes
Kathi Stetser	- Absent
Peter Strom	- Abstain
Ira Whitman	- Yes
Paul Stofa	- Absent

The Motion to approve the minutes of the closed session was carried.

- **Chairperson’s Report**

No report.

- **Executive Director’s Report**

Dana Haymes noted that Deputy Commissioner Sean Moriarty has retired from state service so is no longer working with the Department of Environmental Protection. Jane Rosenblatt has been appointed Deputy Commissioner and Megan Brunatti has been appointed Chief of Staff.

Dana Haymes reported that Board staff are reviewing applications for license renewals. There is an updated application form available on the Board website, which automatically tallies the numbers of CECs in each column and overall. Applicants should be sure to include only CECs on their applications which have been approved by the Board. If there is a question as to what has been approved by the Board, please look up the continuing education program in the table of approved continuing education programs on the Board website.

Phil Brilliant noted that the 8-hour OSHA refresher course is required for license renewal, but does not count as part of the 36 CECs required for license renewal.

In response to Charles Stebbins' question regarding the turnaround time for checks, Dana Haymes noted that it is preferable to pay online, as that is faster and more secure. LSRPs should confirm with their companies how fees are being paid, and whether the individual LSRP or the company is responsible for paying the fees, as there have been some miscommunications between LSRPs and their companies which have resulted in delayed payments or duplicate payments.

### ***Committee Reports***

- **Ad Hoc Committee on Board Membership – Michele Christina**

On behalf of Michele Cristina, Dana Haymes noted that application materials have been received, completed and returned to the Governor's Office by all three applicants. Megan Brunatti has been contacted for a status update, but no further information has been provided.

- **Ad Hoc Committee on Independent Professional Judgment and Remedial Process Improvement Initiative – Phil Brilliant**

Phil Brilliant noted that the Committee has completed and circulated to the Board a draft of the Statement of Interpretation of Independent Professional Judgment.

Michael Renzulli provided comments regarding the language in the statement. Lawra Dodge and Joann Held, members of the Committee, provided their responses to his comments. Ira Whitman provided additional comments.

Phil Brilliant stated that the Committee will meet to discuss Michael Renzulli's comments in more depth. He requested that all Committees consider the Statement of Interpretation on Independent Professional Judgment and how it relates to their Committee's area of responsibility, and provide comments to him.

- **Licensure Committee – Kathi Stetser**

For Kathi Stetser, Dana Haymes reported the following statistics, which were prepared on March 20, 2024:

LSRP License Renewal Application Update as of 3/20/2024; 2.14 pm

167 active LSRPs whose licenses expire on July 9, 2024 must submit their applications for license renewal.

82 active LSRPs whose licenses expire on July 9, 2024 have not yet paid their license renewal fees.

As of March 20, the Board has received 33 applications for license renewals from LSRPs whose licenses expire on July 9, 2024.

Eighteen LSRPs whose licenses expire on July 9, 2024 have submitted applications for license renewal which have been approved.

Nine inactive LSRPs with license expiration dates of July 9, 2024 have communicated to the Board that they will not submit applications for license renewal and intend to allow their licenses to expire, but one inactive LSRP does intend to renew his license prior to the July 9 expiration date.

One LSRP whose license expires on May 27, 2024 has indicated to the Board that he will submit his application for license renewal prior to the expiration date of his license.

One LSRP whose license expires on May 27, 2024 has indicated to the Board that he will not submit his application for license renewal and intends to allow his license to expire.

One LSRP has an expiration date of August 31, 2024. His application period is May 3, 2024 through June 3, 2024.

Dana Haymes noted that these statistics are constantly being updated and do not reflect the current situation, but provide a snapshot of how things stood on March 20, 2024.

Dana Haymes also noted that if an LSRP applies for license renewal after their application period ends, the Board will still review the application, but cannot guarantee that the application review will be completed and the license renewed prior to the expiration date. If an LSRP has not earned all the CECs necessary for renewal prior to the end of an application period, they can earn CECs after the application period ends, and should not apply prior to earning all CECs. However, any CECs counted toward a renewal cycle cannot be counted toward the next renewal cycle as well.

Victoria Glean noted that the Board will also accept payments for license renewal after the application period ends, but will not review the application or renew the license until the license renewal fee has been paid. Victoria Glean added that LSRPs should coordinate with their companies to arrange payments, and that the status of all fee payments can be checked on Dataminer.

- **Audit Committee – Ira Whitman**

- ◆ Audits completed:

James Charles – 668289 – February  
 William Schmitt – 574151 - February

Ira Whitman noted that the Audit Committee has selected an additional 6 LSRPs for audit for the month of April 2024.

- **Continuing Education – Lawra Dodge**

Lawra Dodge reported that the committee approved the following continuing education programs:

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
Regulatory Requirements for Hazardous Waste Management Units	Association of Environmental and Engineering Geologists	December 6, 2023	1 Technical	2024-018
The Development of Conceptual Site Models Using 3D Data Visualization and the Application of Environmental Sequence Stratigraphy	Association of Environmental and Engineering Geologists	January 25, 2024	1 Technical	2024-019
CIANJ Environmental Business Council Meeting	CIANJ Environmental Business Council	March 27, 2024	0.5 Regulatory and 0.5 Technical	2024-020

- **Finance Committee – Michael Renzulli**

No report.

- **Outreach Committee – Charles Stebbins**

Charles Stebbins reported the Committee expects to circulate the second quarterly newsletter sometime next week.

- **Professional Conduct Committee – Phil Brilliant**

No report.

- **Ongoing Business**

None.

- **New Business**

None

- **Next Board Meeting**

- Motion by Joann Held to cancel the Board Meeting previously scheduled for April 15, 2024.

Motion seconded by Michael Renzulli.

All present voted yes.

The motion was carried.

The next Board Meeting will be May 6, 2024.

- **Public Comments**

Marlene Lindhardt noted that any LSRPs earning CECs at the LSRPA conference can request expedited certificates so they can add them to their applications for license renewal.

The Meeting adjourned at 5:05 PM.