

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

September 8, 2025 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 or

Participate by phone, using the following:

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

Board Members:

Present

Phil Brilliant

Michele Christina

Steven Domber

Paul Hauge

Joann Held

Nicholas Huszar

Jay Meegoda

Michael Renzulli

Absent

Lawra Dodge

Charles Stebbins

Kathi Stetser

Others Present

Executive Director Dana Haymes

Program Specialist Victoria Glean

Regulatory Officer Meredith Marcus

DAG Zach Lawrence

Members of the Public that were present:

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Marlene Lindhardt, Kathleen Whooley, Randy Shuler, Richard Katz, Candace Baker, Brandi Gray, Janice Brogle, David Haymes, Caryn Barnes, Rebecca Hollender, Mark Pietrucha, Laney Cullis, Alexander Saltzman, Ken Haduch, Sonya Ward

Proceedings

Meeting called to Order at 4:02 PM by Chairperson Paul Hauge.

Paul Hauge read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.

Roll Call:

Phil Brilliant -	Present
Michele Christina -	Present
Lawra Dodge -	Absent
Steven Domber -	Present
Paul Hauge -	Present
Joann Held -	Present
Nicholas Huszar –	Present
Jay Meegoda -	Present
Michael Renzulli -	Present
Charles Stebbins -	Absent
Kathi Stetser -	Absent

A quorum of the Board was in attendance.

Approval of the Board Meeting Minutes

Due to the absence of a quorum eligible to vote on approval of the July 14, 2025 and August 4, 2025 Board Meeting minutes of the open and closed sessions, the motions to approve the minutes will be deferred until the next Board Meeting.

Chairperson's Report

Chairperson Paul Hauge had no report.

Executive Director's Report

Executive Director Dana Haymes presented the proposed 2026 Board Meeting dates.

- Motion by Michael Renzulli to approve the 2026 Board Meeting Schedule:

- January 5 and 20 (Tuesday)
- February 2 and 17 (Tuesday)
- March 2 and 25 (Wednesday at LSRPA Conference)
- April 13 and 27
- May 4 and 18
- June 1 and 15
- July 13
- August 3
- September 14
- October 5 and 19
- November 2 and 16
- December 7 and 21

Motion seconded by Joann Held

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina -	Yes
Lawra Dodge -	Absent
Steven Domber -	Yes
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Yes
Michael Renzulli –	Yes
Charles Stebbins -	Absent
Kathi Stetser –	Absent
Paul Hauge -	Yes

The motion was approved.

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

Michele Christina reported that with the retirement of Ira Whitman, the Board now has an opening for an LSRP, so there are currently two openings. She requests that any LSRP that is interested in joining the Board send an email stating their interest along with their resume to the Board.

With respect to the pending application, there are no new reports, and the application remains pending with the New Jersey Legislature.

Ad Hoc Committee to Oversee the Request for Proposals for the LSRP Exam – Kathi Stetser and Michael Renzulli

Michael Renzulli reported that The Request for Proposals is posted. Responses are due by 3:00 PM on 10/10/25. Questions are due by 3:00 PM on 9/16/25, and answers will be posted on 9/26/25.

[NJDEP| New Jersey Department of Environmental Protection | Bid Opportunities](#)

Potential bidders were also directly notified:

The Caviart Group

PSI Services

Pearson Education, Inc.

Meazure Learning/Proctor U

Professional Testing, Inc.

Advanced Assessment Systems, Inc.

Michael Renzulli noted that this Request for Proposals does not include the administration of the examination. The Board will contract with the New Jersey Civil Service Commission to administer the examination. Preparation and scoring of the examination, as well as post-examination analytics, will be conducted by the entity that is awarded the contract. It is hoped that this separation will lower costs, while also allowing the examination to be administered more frequently than once every 18 months.

Paul Hauge asked how the review of bids would be conducted. Dana Haymes replied that the review of bids would be conducted by Roberta Monte, who reports to Frank DeFeo, the Director of the Office of Enforcement, Technical and Financial Support, and her team. She will convey the results of the evaluation to the SRPL Board.

Ad Hoc Committee on Artificial Intelligence – Lawra Dodge

In the absence of Lawra Dodge there is no report.

Licensure Committee – Kathi Stetser

In the absence of Kathi Stetser there is no report.

Audit Committee – Nicholas Huszar

Nicholas Huszar reported that there are no concluded audits to report, but the Committee will be meeting tomorrow so there should be a number of concluded audits to report at the next SRPL Board Meeting.

A total of 18 LSRPs have been selected for audit for October, November and December, and the auditees have been notified.

The SRPL Board Quarter 3 newsletter included an article about audits and tips for LSRPs to respond to audits, so LSRPs might be interested in reviewing that.

[srplboardbulletin_issue25_q3.pdf](#)

Continuing Education Committee – Lawra Dodge

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

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
Artificial Intelligence in Environmental Practice	CPES	October 29, 2025	3 Professional Development	2025-033
BCONE – NSCW 2025	Rutgers NJAES – OCPE and BCONE	September 17-18, 2025	Up to 9 Professional Development CECs depending on attendance	2025-034
Langan Environmental Workshop 2025	Langan	May 31, 2025	Up to 3 Technical CECs depending on attendance	2025-035
Correlation of Geophysical Logs – A Crucial and Underutilized Skill	Princeton Geosciences	TBD	2 Technical	2025-036

Finance Committee – Michael Renzulli

Michael Renzulli reported on the Fiscal Year 2025 actuals. The Fiscal Year 2025 ended on June 30, 2025. The total revenue had been projected to be \$771,000, but the final total was \$767,000, which was approximately \$4000 less than projected. The total budget (salary plus operating) was projected to be \$785,000, but the final total was \$701,000, which was approximately \$84,000 less than expected. The budget had projected a deficit of approximately \$14,000, but the end result was net income of approximately \$65,000. This was largely due to DAG costs of \$19,000, which were much lower than the projected amount of \$110,000. There were also discrepancies in the special overtime blanket, which was projected to be \$10,000 but was actually approximately

\$400, and regular overtime which was projected to be \$2,500 but was actually approximately \$900.

Michael Renzulli presented three alternatives for the CY 2026 fees, based on the FY 2026 Budget. He noted that the budget anticipates that the examination contract will be \$420,000 per year, which if spread over the three years of the contract will result in an allocation of \$140,000 per year, although it is hoped that the total will be significantly less.

The first alternative would be to increase the license application fee to \$410, the license renewal fee to \$168, and the annual license fee to \$1280. Based on the 2026 Budget, increasing these fees would result in a projected deficit of approximately \$5000.

The second alternative would be to maintain the fees at CY 2025 levels, which were \$366 for the license application fee, \$150 for the license renewal fee, and \$990 for the annual license fee. This would result in a projected deficit of approximately \$200,000.

The third alternative would be to increase the annual license fee by approximately 10%, resulting in a license application fee of \$366, a license renewal fee of \$150, and an annual license fee of \$1100. This would result in a projected deficit of approximately \$127,000.

The current carry-forward is approximately \$484,000, so increasing fees does not seem justified at this time, particularly since the fee increase last calendar year ended up resulting in a substantial increase to the carry-forward. However, Michael noted that by not increasing fees, the carry-forward would be halved. That trajectory cannot be maintained and could result in a sharp increase in fees in the future if the Board does not have any money in reserve and must rely solely on the fees assessed.

The Board Members discussed the various options. All agreed that the annual license fee is very high compared to the license fees for other professionals in the state, while acknowledging that the number of LSRPs is very low compared to the number of other licensed professionals such as attorneys and engineers.

Dana Haymes noted that there were factors in FY 2025 that kept the budget low, including that there were only two Board staff for part of the year, whereas now there are three, and the contract cycle meant that the amount allocated to the exam contractor was much lower than it will be in future years. Also, the DAG costs were much lower than expected. Therefore, the Board should not expect that the actual costs this year will be much lower than budgeted. The fees were calculated in accordance with the Board Rules, and the Board should adopt the fees as calculated.

- Motion by Michael Renzulli to accept the second alternative to maintain the fees at CY 2025 levels; specifically, \$366 for the license application fee, \$150 for the license renewal fee, and \$990 for the annual license fee.

Motion seconded by Phil Brilliant

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina -	Yes
Lawra Dodge -	Absent
Steven Domber -	No
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Yes
Michael Renzulli –	Yes
Charles Stebbins -	Absent
Kathi Stetser –	Absent
Paul Hauge -	Yes

The motion was approved.

- Motion by Michael Renzulli to approve the Fiscal Year 2026 budget modified to include the fees maintained at the CY 2025 levels; specifically, \$366 for the license application fee, \$150 for the license renewal fee, and \$990 for the annual license fee.

Motion seconded by Michele Christina.

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina -	Yes
Lawra Dodge -	Absent
Steven Domber -	Yes
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Yes
Michael Renzulli –	Yes
Charles Stebbins -	Absent
Kathi Stetser –	Absent
Paul Hauge -	Yes

The motion was approved.

Outreach Committee – Charles Stebbins

In the absence of Charles Stebbins, Paul Hauge reported that the Committee is in the process of drafting the Quarter 4 newsletter which is expected to be published in early October.

Professional Conduct Committee – Phil Brilliant

- Motion by Phil Brilliant to enter closed session to discuss Complaints 010-2025, 012-2025 and 002-2024.

Motion seconded by Joann Held.

All present voted yes.

Open session resumed at 5:40 PM.

- Motion by Phil Brilliant, in the matter of Complaint 010-2025, to find the subject in violation of N.J.A.C. 7:26I-6.8(c) in three instances and to notify the subject through correspondence under signature of the Board Chairperson of the Board's intent to assess a penalty of \$750.00 through formal disciplinary action unless settlement is reached, and to authorize the Professional Conduct Committee settlement review team to negotiate a settlement within the parameters discussed in closed session, and if no settlement is reached, to proceed with formal disciplinary action.

Motion seconded by Michael Renzulli.

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina –	Yes
Lawra Dodge -	Absent
Steven Domber -	Yes
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Yes
Michael Renzulli -	Yes
Charles Stebbins -	Absent
Kathi Stetser -	Absent
Paul Hauge –	Yes

The motion was approved.

The subject of the complaint is Rakesh Ganta, LSRP 591596.

- Motion by Phil Brilliant, in the matter of Complaint 012-2025, to find the subject in violation of N.J.A.C. 7:26I-6.5(b) in five instances and to notify the subject through correspondence under signature of the Board Chairperson of the Board's intent to assess a penalty of \$1250.00 through formal disciplinary action unless settlement is reached, and to authorize the Professional Conduct Committee settlement review team to negotiate a settlement within the parameters discussed in closed session, and if no settlement is reached, to proceed with formal disciplinary action.

Motion seconded by Michael Renzulli.

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina –	Yes
Lawra Dodge -	Absent
Steven Domber -	Yes
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Yes
Michael Renzulli -	Yes
Charles Stebbins -	Absent
Kathi Stetser -	Absent
Paul Hauge –	Yes

The motion was approved.

The subject of the complaint is Michael Meriney, LSRP 575023

- Motion by Phil Brilliant, in the matter of Complaint 002-2024, to find the subject in violation of N.J.A.C. 7:26I-6.2 and 6.3(d) and to notify the subject through correspondence under signature of the Board Chairperson of the Board's intent to assess a penalty of \$6000.00 through formal disciplinary action unless settlement is reached, and to authorize the Professional Conduct Committee settlement review team to negotiate a settlement within the parameters discussed in closed session, and if no settlement is reached, to proceed with formal disciplinary action.

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Motion seconded by Joann Held.

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina –	Yes
Lawra Dodge -	Absent
Steven Domber -	Yes
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Yes
Michael Renzulli -	Yes
Charles Stebbins -	Absent
Kathi Stetser -	Absent
Paul Hauge –	Yes

The motion was approved.

The subject of the complaint is Andrew Drake, LSRP 009937

Ongoing Business

None.

New Business

None.

Next Board Meeting

The next Board Meeting will be October 6, 2025.

Public Comment

Candace Baker asked why an LSRP that is inactive is unable to participate in site remediation? Dana Haymes replied that the reason is that the Board does not want LSRPs to inactivate in order to avoid adhering to the obligations of an LSRP. If an LSRP intends to practice site remediation in New Jersey, they must maintain their license in active status. However, an LSRPs whose license is surrendered or expired may practice site remediation, except they may not act as an

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LSRP. In order for an LSRP with a surrendered or expired license to become licensed as an LSRP again they must apply for the license and take and pass the examination, the same as someone who has never been an LSRP.

Mark Pietrucha appreciated the Board considering the concerns of LSRPs with respect to the high annual license fees and thanked the Board for maintaining the license fees at 2025 levels.

The meeting adjourned at 5:51 PM.