

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

August 3, 2026 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 – joined at 4:18 PM

Michael Renzulli

Charles Stebbins

Kathi Stetser

Absent

Lawra Dodge

Others Present

Executive Director Dana Haymes

Regulatory Officer Meredith Marcus

Deputy Attorney General Zach Lawrence

DEP Representatives: Kevin Seymour, Frank DeFeo

Members of the Public that were present:

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Richard Katz, Brandi Gray, Iryna Hrubiy, Candace Baker, Bill Call, Caryn Barnes, Chris Dailey, Janice Brogle, Jen Beers, Kathleen Whooley, Thomas Smith, Rebecca Hollender, Sonya Ward, Carlton Dudley, Alexander Saltzman

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 -	Absent (arrived at 4:18 PM)
Michael Renzulli -	Present
Charles Stebbins -	Present
Kathi Stetser -	Present

A quorum of the Board was in attendance.

Approval of the Board Meeting Minutes

- Motion by Phil Brilliant to approve the July 13, 2026 minutes of the SRPL Board Meeting.

Motion seconded by Joann Held.

Roll Call Vote:

Phil Brilliant -	Yes
Michele Christina -	Yes
Lawra Dodge -	Absent
Steven Domber -	Abstain
Joann Held -	Yes
Nicholas Huszar –	Yes
Jay Meegoda -	Absent
Michael Renzulli –	Yes

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Charles Stebbins -	Yes
Kathi Stetser –	Yes
Paul Hauge -	Yes

The motion was approved.

- Motion by Michael Renzulli to approve the July 13, 2026 minutes of the SRPL Board Meeting Closed Session.

Motion seconded by Joann Held.

Roll Call Vote:

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

The motion was approved.

Chairperson's Report

Paul Hauge reported that he had the opportunity to brief the Commissioner on the Board's operations, responsibilities, workings, membership, and history. He extended an invitation for the Commissioner to attend a Board meeting when time permits. The Commissioner was interested in the Board's operations and appreciates everyone's efforts.

Executive Director's Report

Dana Haymes announced that the LSRP Licensing Examination will be held on October 14, 2026. The application period closed July 31, 2026. Approximately 50-60 applications were received, including individuals who previously applied but did not pass the exam. Victoria Glean is working to track applicants into the system. Meredith Marcus and Dana Haymes will review qualifications and notify applicants when they are approved to take the exam.

The Candidate Bulletin is posted on the Board Website in the licensure section for all to review to assist with exam preparation.

LSRPA will be offering an exam preparation course September 9 and 10, 2026 (8:00-1:00 each day). Contact the LSRPA for more information.

[New Jersey Licensed Site Remediation Professionals Association](#)

Committee Reports - Ad Hoc Committee for Board Member Recruitment – Michele Christina

Michele Christina reported that the two nominees sent to the Commissioner's Office have been forward to the Governor's Office. Both candidates received questionnaires from the Governor's Office and completed and returned them. Referral to the Senate Judiciary Committee will be the next step.

Ad Hoc Committee to Oversee the Contract to prepare and administer the licensing examination – Kathi Stetser and Michael Renzulli

Michael Renzulli reported that the Committee will be carefully evaluating the latest Caviart invoice on Friday. Everything appears to be on track and there are no problems anticipated with administering the exam on the posted date.

Ad Hoc Committee on Artificial Intelligence – Lawra Dodge

In the absence of Lawra Dodge, Charles Stebbins reported that the committee finalized the guidance statement, which was circulated to the Board.

- Motion by Charles Stebbins to approve the guidance statement on Artificial Intelligence for posting on the Board Website.

Motion seconded by Phil Brilliant

Roll Call Vote:

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

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Kathi Stetser – Yes

Paul Hauge - Yes

The motion was approved.

Ad Hoc Committee on Legislative Appropriations – Joann Held

Joann Held had no report.

Licensure Committee – Kathi Stetser

Kathi Stetser had no report.

Audit Committee – Nicholas Huszar

Nicholas Huszar reported no audits were completed since the last Board Meeting.

A total of 18 LSRPs were selected for Audit for April, May, June 2026

Continuing Education Committee – Lawra Dodge

In the absence of Lawra Dodge, Paul Hauge reported the following continuing education programs were approved for continuing education credit:

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
Regulatory Roundtable: Emerging Contaminants Update	LSRPA	September 15, 2026	0.5 Regulatory and 1.0 Technical	2026-038
HEC-RAS: The Essential Modeler's Guide	Rutgers NJAES – OCPE	April 20, 22, 24, 2026	18 Technical	2026-039
NJ 2027: The Next Wave of Growth and Brownfield Revitalization	Brownfield Coalition of the Northeast	September 23, 2026	2.5 Professional Development	2026-040

Finance Committee – Michael Renzulli

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Michael Renzulli presented a comprehensive report on the proposed fiscal year 2027 budget, fees, and financial trends.

Fiscal Year 2027 Budget:

The proposed budget for fiscal year 2027 is approximately \$882,000, which is \$14,000 more than fiscal year 2026.

Fiscal Year 2026 Actuals:

Fiscal year 2026 (which closed June 30, 2026) came in \$41,000 less than budgeted.

The carryover budget entering fiscal year 2027 is approximately \$341,000.

Calendar Year 2027 Fee Calculations:

Kevin Seymour calculated the following fees:

- Application fee: \$297 (reduced from \$366)
- Renewal fee: \$183 (increased from \$150)
- Annual license fee: \$1,170 (increased from \$990)

Finance Committee Recommendation:

The Finance Committee recommends:

- Approving the proposed fiscal year 2027 budget but with no increase to the annual license fee, application fee, or renewal fee. All fees will be maintained at the current levels (application fee \$366, renewal fee \$150, annual license fee \$990)

Projected Impact:

Based on expenses and revenue with fees kept at current rates:

- The Board is projected to consume approximately \$133,000 of the carryover budget
- This would leave approximately \$208,000 remaining in the carryover budget
- This represents the third year in a row keeping fees the same, at the expense of the carryover budget

With the calculated fees incorporated into the FY 2027 budget, the deficit would be only about \$4,500, leaving the carryover at approximately \$336,000.

Financial Trend Analysis:

Michael Renzulli presented two graphs showing:

1. **Revenue and Expenses (2016-2026):** Tracking three metrics over 11 years:
 - Revenue from LSRPs: Trending slightly upward with modest growth in LSRP numbers
 - Salaries: Increasing at a much steeper rate (representing 80-83% of budget)

- Operating expenses: Showing a relatively steep decline, demonstrating effective cost controls

The concern is that salary increases are outpacing revenue growth. Eventually these trend lines will cross, requiring either increased revenue or alternate funding sources.

2. **Net Revenue vs. Budget:** Showing years with surplus or deficit, with recent years showing substantial deficits covered by carryover funds.

Long-term Concerns:

- At the current rate of carryover consumption, the carryover fund will be depleted in approximately one to two years
- The Board cannot continue indefinitely using carryover funds without an alternate funding mechanism
- Salary costs cannot be controlled by the Board
- Operating expenses have already been reduced significantly
- Revenue can only be increased through new LSRPs passing the exam or by raising fees

Discussion:

Michele Christina expressed concern about the depletion of carryover funds, noting that the Board has less than two years to find a solution before facing a substantial fee increase rather than incremental adjustments.

Nick Huszar raised concerns about:

- Declining numbers of exam candidates
- Unknown number of LSRPs approaching retirement
- Potential for losing more LSRPs to retirement than are being replaced by new licensees
- Suggested implementing a mechanism to survey LSRPs about retirement plans to better project future revenue

Michael Renzulli suggested the LSRPA might be best positioned to collect this data.

Phil Brilliant sought clarification on fiscal year timelines and noted that:

- Fiscal year 2027 runs from July 1, 2026 through June 30, 2027
- The next exam is planned for spring 2028 (fiscal year 2028)
- July 2027 renewals will include the largest cohort of LSRPs (those licensed in February 2012/2014)
- This group is also most likely to include retirees
- Revenue is just above the salary line, meaning almost 100% of LSRP fees go to salaries (approximately 80-83%)

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- Without action, LSRPs will face substantial fee increases in fiscal year 2029
- The current situation is not sustainable

Steven Domber:

- Shared information about similar challenges in the water and wastewater operator licensing program regarding an aging workforce
- Posted a chart showing licensed operators by age in the chat
- Suggested the Board work with DEP to analyze LSRP age demographics
- Recommended the Board maintain a balanced budget with annual income offsetting annual expenses
- Advocated for incrementally adjusting fees rather than depleting the carryover fund and facing large fee increases later
 - Motion by Michale Renzulli to maintain the fees at Calendar Year 2026 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 -	Yes
Kathi Stetser –	Yes
Paul Hauge -	No

The motion was approved.

- Motion by Michael Renzulli to approve the Fiscal Year 2027 budget, modified to include the fees maintained at the Calendar Year 2026 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 -	Yes
Kathi Stetser –	Yes
Paul Hauge -	No

The motion was approved.

Outreach Committee – Charles Stebbins

Charles Stebbins reported that the Fourth Quarter Newsletter will be distributed in early October.

Professional Conduct Committee – Phil Brilliant

Motion by Phil Brilliant to enter closed session to discuss Complaint 013-2025.

Motion seconded by Michael Renzulli.

All present voted yes.

Open session resumed at 5:50 PM.

Motion by Joann Held, in the matter of Complaint 013-2025, to find the subject in violation of N.J.A.C. 7:26I-6.8(a)4 and to notify the subject through correspondence under signature of the Board Chairperson of the Board's intent to assess a penalty of \$3000.00 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:

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

The motion was approved.

The subject of the complaint is Christian Esposito, LSRP 668072.

Ongoing Business

None.

New Business

None.

Next Board Meeting

The next Board Meeting will be held via Teams on September 14, 2026.

Public Comment

Rebecca Hollender, LSRPA, provided the following comments:

With respect to the retirement survey, Ms. Hollender stated that the LSRPA has conducted surveys in the past with varying response rates. The LSRPA is happy to conduct another survey to determine how many LSRPs are nearing retirement and would like to work with the Board to develop specific questions.

With respect to Board funding and fees, Ms. Hollender cited the Site Remediation Reform Act (SRRA):

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- Section 7 states the Board "may also charge an annual license fee that shall cover the costs of the licensing program."
- Section 3 states: "The department shall provide such staff and other persons as are required to assist the board in the performance of its functions and duties."
- The LSRPA interprets this to mean the department should provide and fund staff, and these costs should not be borne by LSRPs.
- The statute does not say anywhere that LSRPs should fund the Board.
- Ms. Hollender requested that Michael Renzulli's graphs be made available to the public.

The meeting adjourned at 5:57 PM.

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Graphs presented by Michael Renzulli:

