

Board of Tree Experts Minutes

January 21, 2025

The Board of Tree Experts met on this date at 101 W Veterans Hwy, Jackson, NJ

Those present were:

S. Chisholm, Sr., Chairman
G. Lovallo, Vice Chair
B. Emens (Zoom)
J. Greipp
M. Goggin (Zoom)
K. Downes (Zoom)
S. Spero
T. Wyckoff (Zoom)

DAG:

B. Velzy, DAG (Zoom)

Staff:

B. Brash, Program Manager
P. Aufiero, Recording Secretary
A. Dietz, Admin. Assistant
L. Hayes, Admin. Assistant
L. Herrera, Admin. Assistant

Compliance Inspectors

J. Cramer
D. Garrett
P. Ellis (Zoom)
N. Johnson
E. Jones

Public in Attendance

Yehuda Glassman(near end of meeting)

Meeting called to order at 9:34am by Chairman Steve Chisholm.

- I. **Open Public Meeting Act:** Read by P. Aufiero.
- II. **Agenda:** Motion to approve the agenda was made by B. Emens, seconded by J. Greipp. Motion passed unanimously.
- III. **Minutes:** The minutes of December 17, 2024, were distributed to the board last week.
A Motion to approve the minutes of December 17, 2024, was made by M. Goggin seconded by B. Emens. Motion passed, G. Lovallo abstained due to his absence.
- IV. **Administrative Report:**
 - A. **Compliance with the Law**
 1. Monthly Stats (included with packet)
 - 2.
- V. **Financial Report:** (Included in packet)
 - A. Revenue
 - B. Expenditures
 - C. Encumbrances
 - D. Next meeting, provide Wells Fargo monthly statement in Financial Report.

VI. Inspector Report: (pg. 5 of packet)

Discussion:

Activity has been very quiet due to the time of year and the weather.

VII. Public Comment: None.

VIII. Unfinished Business:

A. Tablets for Inspectors: C. Sullo and B. Trotter are trying to determine if we can buy our own tablets and have DEP Office 365 installed. The concern is the age of the NJDEP tablets available. The design dates to 2014. Chris Sullo our IT Consultant is concerned that the lifespan of the device before the manufacturer or software provider stops supporting the package may be limited. The purchase of an outside tablet with a more current design would be cheaper and supported further into the future as long as NJDEP can provide the e-mail addresses and Microsoft licenses for each tablet/Compliance Inspector.

B. Portuguese for LTCO exam: B. Brash has called International Translators Assoc. (twice) but has not heard back from them.

C. Legal Action Collection Status: C. McLaughlin has sent a draft agreement to B. Brash for FOPM.

A. Dietz has been sending reminders to those who owe penalties and have signed payment plan agreements with the Board.

D. Attendance Policy for Board members: Discussion. B. Brash will request the attendance policy from the Community Forestry Council to compare.

IX. New Business:

A. Business and Exam approvals:

A motion was made by G. Lovallo and seconded by J. Greipp, to certify the exam grades of 3 Licensed Tree Care Applicants (English exam) of January 17, 2025, who have attained passing grades and will have their names read into the minutes of January 21, 2025. Motion passed, unanimously.

| <u>Name</u> | <u>Location</u> |
|-------------------|-----------------|
| Tyler Boucher | Wyckoff, NJ |
| Tyler Bruseloff | Hamilton, NJ |
| David Reidenbaker | Lindenwald, NJ |

A motion was made by G. Lovallo and seconded by J. Greipp, to certify the exam grades of 2 Licensed Tree Care Applicants (Spanish exam) of January 14, 2025, who have attained passing grades and will have their names read into the minutes of January 21, 2025. Motion passed, unanimously.

| <u>Name</u> | <u>Location</u> |
|----------------|-----------------|
| Jose Donates | Hammonton, NJ |
| Lorenzo Chavez | Somerset |

A motion was made by J. Greipp, seconded by M. Goggin, to approve 1 Business Registration. Motion passed unanimously.

| <u>Name</u> | <u>Location</u> |
|--|-----------------|
| CACHO Enterprise, LLC, dba Joshua Tree Experts | Watchung, NJ |

Waiver Requests:

Elmer Gramajo, has 13 CEUs and has had financial hardships. Motion to approve waiver for Elmer Gramajo by G. Lovallo, seconded by J. Greipp. Motion passed, unanimously.

Randall Barrett, taking care of his wife, in Georgia, who has had 2 knee replacements and is scheduled for another surgery. His son is running the business and has not taken the LTCO exam due to not having time to study as he has 7 children, wife is having another baby, and she homeschools the children. We plan to encourage his son to take the exam or have an employee take the exam. The law states that there must be one licensee at each branch office and if Randall (the owner and licensee) is living in Georgia he is not working out of the office. Randall's license renewal is due in December 2025. He has or plans to have all 32 credits by that date however he has an issue with being able to meet the 16 in person CEU's due to his location in Georgia.

LTCO Reciprocity:

Yehuda Glassman, Trailhawk Tree Experts LLC. He needs to get 2 letters of recommendation on company letterhead, with dates, and original signatures.

B. On-line CEUs for 2025 _ Virtual limit notification:

1. Live-on-line instruction vs. On-line "book" lessons vs. ISA Arborist classes. Discussion.
Online live, is considered online, not face to face training. ISA CEUs are OK. 8 CEUs only for the Tailgate Safety Manual. The Tailgate Safety Checklist for approved CEU's needs to be updated.
Consider having a portal on our website where licensees can enter their documentation for CEUs.

- C. COI and "additionally insured":** The BTE staff time required to chase down expired Certificates of Insurance (COI's) during each Business Registration renewal period is extensive. There may be an opportunity if the Board chooses to revise the policy to reduce that workload while still maintaining current data on insurance coverage for each business registered. If NJBTE is named as additionally insured the insurance company is required to notify the BTE if insurance lapses. Is there increased liability to the Board for being listed as "additionally insured"? Staff will ask Regina Gazzara, Paparone Insurance, who consulted with the Board on the law and what insurance should be required and how best to secure compliance with that requirement. B. Velzy will also check into this.

- D. Mark Demitroff and his LTE renewal application has been reviewed by the board with 19 CEU's being approved for his application. Mr. Demitroff this year as he has in the past, submitted his own research papers for qualifying for CEUs.

Discussion: He does not currently practice arboriculture, but may wish to do so in the future using his LTE license, he is a professor at Stockton. His research papers do not directly relate to arboriculture, as is stated in the law. N.J.A.C 7:3a – 6 states; *“Preparation of a paper, publication or presentation, provided the subject matter of the paper, publication or presentation is directly related to the practice or theory of arboriculture or urban forestry, as determined by the Board. One credit will be awarded for every 2 pages of arboricultural content.”* The issue for the Board is the inability to reasonably connect the research papers to Arboriculture practice and the intent of CEU's as they relate to the license.

1. The Board would encourage Mr. Demitroff to seek “Emeritus status” which does not require CEU's to retain the license. If he chooses at some point to become “active”, he can obtain his CEU's to move from “Emeritus to “Active” upon achieving 32 relevant CEU's.
2. Should Mr. Demitroff wish to continue as “Active” with only 19 confirmed CEU's he would need to seek a waiver of the 13 CEU's he is missing for his 2024 license renewal.

X. **Public Comment: None.**

XI. **Other: Update on changes to the law:**

- A. Changes to the enforcement section of the law will be on the calendar for the next Senate Commerce Committee. The date has not been determined.
- B. Garden State Tree Conference. The NJAISA would like to offer the Board a complimentary table. DAG's, C. McLaughlin and B. Velzy are invited to attend.
- C. G. Lovallo recommends that the Board advertise. B. Emens suggests one opportunity for advertising, which may be signage on commuter buses.

XII. **Motion to adjourn by G. Lovallo, seconded by J. Greipp. Motion passed unanimously at 11:42am.**