

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

December 5, 2011 Meeting Minutes

4:30 p.m. Public Hearing Room, DEP, Trenton

Board Members:

Present: Chairman David Sweeney, Jorge Berkowitz, Philip Brilliant, Richard Dewling, Lawra Dodge, Joann Held, Christopher Motta, Karl Muessig, Michael Pisauro, Constantine Tsentas, Ira Whitman.

Absent: None

Others Present: Board Liaison Karen Hershey, DAG Niel Lewis substituting for DAG Kimberly Hahn, Executive Assistant David Haymes, Director Tony Farro.

Proceedings:

- Meeting called to Order at 4:30 by Chairman Sweeney.
- Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of November 14, 2011 minutes.
 - Motion by Richard Dewling to accept minutes, seconded by Phil Brilliant; approved unanimously.
- Chairman's Report
 - Chairman Sweeney announced that a questionnaire was sent from the Governor's office to the academic Board candidate Robert Mutch; there is no news on candidate Ben Alter.
- Committee Reports
 - Licensure: A report was given by Committee Chair Ira Whitman on behalf of the Licensure Committee.
 - Ira Whitman discussed various aspects of the job analysis survey and the projected exam schedule.

- Exam contractor Clarence “Buck” Chaffee from Caviart made a presentation to the Board, focusing on the specifics of the job analysis survey and future tasks related to exam development. Chairman Sweeney then opened up the floor to members of the public who were given an opportunity to ask Mr. Chaffee questions about the survey and the exam.
- Audit: A report was given by Committee Chair Phil Brilliant on behalf of the Audit Committee.
 - Phil Brilliant discussed the Committee’s plans to begin the audit process, noting that the selection process is scheduled to begin on January 9; the Committee intends to select individuals for the audit on the first Monday Board meeting of every month.
- Continuing Education: A report was given by Lawra Dodge on behalf of the Continuing Education Committee.
 - Lawra Dodge discussed various items relating to continuing education, including a case study program she recently attended, a meeting with Elaine Dewan about NJEMS, ongoing plans to explore software options, the Committee’s first request for course approval and other items.
- Finance: A report was given by Richard Dewling on behalf of the Finance Committee.
 - Richard Dewling discussed billing, noting that annual fee notices were sent to temporary LSRPs and fee monies are coming in.
- Website/Outreach: A report was given by Committee Chair Christopher Motta on behalf of the Website/Outreach Committee.
 - Chris Motta discussed the idea of using webinar and similar programs to open up Board meetings to members of the public who cannot attend the meetings in-person.
- Professional Conduct: A report was given by Committee Chair Jorge Berkowitz on behalf of the Professional Conduct Committee.
 - Jorge Berkowitz discussed the Committee’s plans to hold another Open Forum in the future to clarify the disciplinary process.

