

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

March 5, 2012 Meeting Minutes

4:00 p.m., Public Hearing Room, DEP, Trenton

Board Members:

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

Others Present: Executive Assistant David Haymes substituting for Liaison Karen Hershey, DAG Kimberly Hahn.

Proceedings:

- Meeting called to Order at 4:02 by Chairman Sweeney.
- Statement by Chairman Sweeney that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.
- Approval of the February 21, 2012 minutes.
 - Motion by Constantine Tsentas to accept minutes, seconded by Karl Muessig; approved unanimously except for Phil Brilliant who abstained due to absence at the February 21, 2012 meeting, and Mike Pisauro who was not present for this vote; he arrived shortly after voting completed.
- Chairman's Report
 - Chairman Sweeney led a discussion about the Board's meeting schedule because there are no meeting dates scheduled after July 9, 2012; the Chairman asked the Board to think about the meeting schedule to be discussed at a future meeting.
- Committee Reports
 - Audit: A report was given by Phil Brilliant on behalf of Audit Committee Chair Phil Brilliant.
 - Phil Brilliant reported on the status of the audits, noting that all of the January audit recipients have responded to the questionnaire, audit recipient names were selected for March

and that these audit questionnaires will be sent via certified mail, return receipt requested.

- Continuing Education: A report was given by Committee Chair Lawra Dodge on behalf of the Continuing Education Committee.
 - Lawra Dodge discussed the Committee's process for approving course requests, noting that there are currently more than 50 pending requests.
 - Lawra Dodge's report also included a discussion of Board staffing as it relates to review of the course approval requests and the implementation of continuing education tracking software.

- Finance: A report was given by Committee Chair Richard Dewling on behalf of the Finance Committee.
 - Richard Dewling discussed his Committee's efforts to coordinate with DEP the hiring of additional staff to support the Board, noting the hourly wage that will be paid to the staff and indicating that he still needs time and hourly information from some Committees.

- Licensure: A report was given by Committee Chair Ira Whitman on behalf of the Licensure Committee.
 - Ira Whitman reported that the permanent LSRP application materials are now available online, explaining the application process and the Board's role in approving licenses.
 - Board discussion about Board approvals relating to licensure of LSRPs.
 - Motion by Mike Pisauro that both long form and short form applications are to be submitted to the Board staff for review. Motion also states that Board staff will provide list to Board showing approval, denial, or a recommendation for further review of applications and the Board will vote on the list. Board staff will send letter on Board letterhead to approved applicants.
 - Seconded by Phil Brilliant. Motion adopted after debate (10Y, 1N)
 - Roll call vote as follows:
 - Berkowitz Y
 - Brilliant Y
 - Dewling Y
 - Dodge Y

- Held Y
 - Motta Y
 - Muessig Y
 - Pisauro Y
 - Tsentas Y
 - Whitman N
 - Sweeney Y
- Board discussion about a continuing education course that is needed in order to obtain a permanent license.
- Website/Outreach: A report was given by Committee Chair Christopher Motta on behalf of the Website/Outreach Committee.
 - Chris Motta reported on the Committee's ongoing evaluation and monitoring of the Board's web site, noting the number of hits to the web site, as well as recent changes, additions, updates and future modifications to the web site.
- Rulemaking: A report was given by Committee Chair Joann Held on behalf of the Rulemaking Committee.
 - Joann Held discussed the progress of the Committee's rulemaking efforts, noting the progress of each of the rule sections and the importance of cross referencing sections.
- Professional Conduct: A report was given by Jorge Berkowitz on behalf of the Professional Conduct Committee.
 - Jorge Berkowitz reported on the status of each of the four complaints that have come before the Board, and he led a discussion about the disciplinary process and Board action if someone does not respond to the audit questionnaire.
 - Jorge Berkowitz' report also included a discussion regarding a pending request for clarification on a code of conduct issue and a discussion of recent revisions to the disciplinary flowchart following the February 14 Open Forum.
 - Motion by Jorge Berkowitz to approve revised disciplinary flowchart.
 - Seconded by Joann Held. Motion adopted after debate (8Y, 2N, 1Abstention)
 - Roll call vote as follows:
 - Berkowitz Y
 - Brilliant Y
 - Dewling Y
 - Dodge Y

- Held Y
 - Motta N
 - Muessig Y
 - Pisauro Y
 - Tsentas N
 - Whitman Abstain
 - Sweeney Y
- Motion by Jorge Berkowitz to go into executive session to discuss disciplinary matters; seconded by Chairman Sweeney; Board approval was unanimous.
- Ongoing Business
 - None
- New Business
 - None
- Public Comment
 - Rodger Ferguson, LSRPA
 - Requested that names of LSRPs who are subject to disciplinary actions not be revealed until matter is fully adjudicated.
 - Requested formal AG opinion on OPRA requests.
- The meeting adjourned at 7:32 p.m.