

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

**FEBRUARY 7, 2022 Meeting Minutes**

4:00 PM

Meeting held via Microsoft Teams

Until further notice, the open public meetings of the Board will be held via Microsoft Teams.

To participate by phone, use the following:

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

Or connect via the link on the Board Website [www.nj.gov/l srpboard](http://www.nj.gov/l srpboard)

**Board Members:**

***Present***

Phil Brilliant  
Lawra Dodge  
Joann Held  
Jeffrey Hoffman  
Mark Pedersen  
Michael Renzulli  
Kathi Stetser  
Peter Strom  
Ira Whitman

***Absent***

***Others Present***

Executive Director Janine MacGregor  
Board Staff Dana Haymes  
DAG Nielsen Lewis

***Members of the Public that were present:***

David Hoffman, Dick Katz, Randy Shuler, Charles Stebbins, William Call, David Morris, Candace Baker, Caryn Barnes, Rebecca Hollender, Jaime Sanchez-Perez, Mark Pietrucha, Marlene Lindhardt

**Proceedings**

- Meeting called to Order at 4:01 PM by Chairperson Mark Pedersen
- Mark Pedersen read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.
- Roll Call:

Phil Brilliant - Present  
 Lawra Dodge - Present  
 Joann Held - Present  
 Jeffrey Hoffman - Present  
 Mark Pedersen - Present  
 Michael Renzulli - Present  
 Kathi Stetser - Present  
 Peter Strom - Present  
 Ira Whitman - Present

A quorum of the Board was in attendance.

- **Approval of the Board Meeting Minutes**
  - Motion by Mark Pedersen to approve the January 3, 2022 Board Meeting Minutes.

Motion seconded by Jeff Hoffman.

Roll Call Vote:

Phil Brilliant - Yes  
 Lawra Dodge - Abstain due to absence  
 Joann Held - Yes  
 Jeffrey Hoffman - Yes  
 Michael Renzulli - Yes  
 Kathi Stetser - Yes  
 Peter Strom - Yes  
 Ira Whitman - Yes  
 Mark Pedersen - Yes

The Motion to approve the minutes was carried.

- Motion by Mark Pedersen to approve the January 3, 2022 Board Meeting Minutes of the Closed Session.

Motion seconded by Phil Brilliant.

**Roll Call Vote:**

Phil Brilliant	- Yes
Lawra Dodge	- Abstain due to absence
Joann Held	- Yes
Jeffrey Hoffman	- Yes
Michael Renzulli	- Yes
Kathi Stetser	- Yes
Peter Strom	- Yes
Ira Whitman	- Yes
Mark Pedersen	- Yes

The Motion to approve the minutes was carried.

- **Chairperson's Report**

Mark Pedersen thanked Janine MacGregor for her exemplary service as Executive Director of the Board. Joann Held, Phil Brilliant, Lawra Dodge, Ira Whitman, DAG Nielsen Lewis and members of the public David Morris and Marlene Lindhardt also thanked Janine for all her contributions to the work of the Board and congratulate her in her new position as Director of the Division of Sustainable Waste Management.

- **Executive Director's Report**

Janine MacGregor thanked everyone for their efforts on behalf of the Board, including all Board Members and staff Dana Haymes, Victoria Glean, Judi Morrow and Mark Gruzlovic.

***Committee Reports***

- **Audit Committee – Ira Whitman**

Ira Whitman reported that the Board has selected 6 LSRPs for audit for the month of February 2022.

Ira Whitman reported that the following audits are complete and concluded:

**Auditees Selected July 2021:**

Mark Fisher – 586626

**Auditees Selected September 2021:**

David Draper – 573769

Gregory Albright - 585761

**Auditees Selected October 2021:**

Michael Gonglik – 575607  
 Craig Durand – 573648  
 Nicholas Potkalesky - 715007

**Auditees Selected November 2021:**

Michael Thomas – 783850  
 Patricia Parvis – 588503  
 John Musco – 585195  
 Paul Bovitz - 586403

- **Continuing Education – Lawra Dodge**

Lawra Dodge reported that the following Continuing Education Programs have been approved by the Continuing Education Committee to be offered both in-person and via Alternative Verifiable Learning Format:

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
Interpretation of Analytical Data for Site Remediation	Rutgers NJAES – OCPE	March 15, 2022	3 Technical and 1 Regulatory	2022-004
Environmental Forensics: Application to Soil, Groundwater and Indoor Air	CPES, LLC	April 26 and 28, 2022	8 Technical	2022-005
LSRPA Regulatory Roundtable – Soil and Fill Recycling	LSRPA	July 2022	1 Technical and 0.5 Regulatory	2022-006
Remediation of 1,4-Dioxane (Emerging Contaminants in Ground Water)	Association of Env. And Engineering Geologists	October 21, 2022	3 Technical	2022-007

- **Finance Committee – Michael Renzulli**

Michael Renzulli thanked Janine MacGregor for her help with last year’s budget.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reported that the Board accepted applications for the LSRP license through January 15, 2022. A total of 55 applications were received. The review of the applications has begun. The goal is for DEP staff to complete review of the applications by March 14, for the Licensure Committee to approve the list of candidates by March 17, and for Caviart to complete notifications to candidates by March 22

The Exam Registration period will be March 22 through April 14. The examination is planned to be held in-person on April 28, 2022 in East Windsor, NJ. Results will be conveyed approximately 6 weeks after the exam administration.

Applicants may be interested in taking an exam preparation course offered by the LSRPA – an email was sent to all applicants informing them about this course and providing a registration link. Anyone who would like further information should contact Sue Boyle or Tina Layre of the LSRPA.

A total of 41 LSRPs will have licenses expiring in 2022 – any LSRP with a license expiring in 2022 who has not yet received a license renewal invoice should contact the Board.

Invoices for the 2023 Annual License Fees will be generated in November 2022. The fee will remain at \$900. At this time 655 LSRPs have paid their 2022 Annual License Fee, and 40 LSRPs still owe their fee. 2nd Notice reminders were sent on January 11, with a due date of February 9. If you are an LSRP who has not yet paid your fee, please do so as soon as possible. Contact the Board if you have any questions about this process.

Ira Whitman suggested that the Board email the candidates now to let them know the date that they should hear whether they have been approved to take the exam.

- **Outreach Committee – Peter Strom**

Peter Strom reported that the Board sent a listserv about required notifications for mandatory timeframes.

Also, the group photo of the Board Members was removed from the Board website as it was out of date, but Board Members are welcome to submit a photo for inclusion with their resume on the Board website.

- **Rules Committee – Joann Held**

Joann Held reported that at the December Board meeting the Board voted to accept the amendments to the SRPL Board rules recommended by the Rules Committee and send them to the Division of Law for review. DAGs Nielsen Lewis and Buffy Wilson have reviewed the entire rule proposal and provided their comments. The Rules Committee is currently conducting a review of the rule proposal as revised based on the DAG comments, and it will

soon be ready to be sent to the Department Office of Legal Affairs for transmittal to the Governor's Office.

Phil Brilliant asked about the length of time it may take to process the proposal. Mark Pedersen responded that he thinks that due to the relative simplicity of the proposal it is likely to be complete for adoption by the end of this year. If necessary, it can be readopted without change prior to the expiration date of January 4, 2023.

- **Professional Conduct Committee – Phil Brilliant**

- Motion by Phil Brilliant to enter closed session to discuss Complaints 010-2019 and 010-2021, and the proposed revisions to the Civil Administrative Penalty Process Document.

Motion seconded by Mark Pedersen.

All present voted yes.

The Motion was carried.

Open session resumed at 6:12 PM

- Motion by Phil Brilliant, in the matter of Complaint 010-2019, to find the subject in violation of N.J.A.C. 7:26I-6.3(a), N.J.A.C. 7:26I-6.3(d) and N.J.A.C. 7:26I-6.25(a) and to notify the subject through correspondence under signature of the Board chairperson of the Board's intent to assess a penalty of \$7,250.00 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 Jeff Hoffman.

Roll Call Vote:

Phil Brilliant	– Yes
Lawra Dodge	– Yes
Joann Held	– Yes
Jeffrey Hoffman	– Yes
Mike Renzulli	– Yes
Kathi Stetser	– Yes
Peter Strom	– Yes
Ira Whitman	– Abstain due to technical difficulties
Mark Pedersen	– Yes

The motion was carried.

The subject of the complaint is James Mack, LSRP #576435.

- o Motion by Phil Brilliant, in the matter of Complaint 010-2021, to find the subject in violation of N.J.A.C. 7:26I-6.3(d) and to issue a letter of admonition.

Motion seconded by Joann Held.

Roll Call Vote:

- Phil Brilliant – Yes
- Lawra Dodge – Yes
- Joann Held – Yes
- Jeffrey Hoffman – Yes
- Mike Renzulli – Yes
- Kathi Stetser – Yes
- Peter Strom – Yes
- Ira Whitman – Abstain due to technical difficulties
- Mark Pedersen – Yes

The motion was carried.

The subject of the complaint is Roy Rittman, LSRP #575598.

Motion by Phil Brilliant to accept the document known as “Using Categories of Misconduct and Applying Board Discretion To Assess a Civil Administrative Penalty When Finding a Violation” to replace the current “Guidance To Determine Conduct and Severity of a Violation When Assessing Civil Administrative Penalties.”

Motion seconded by Joann Held.

Roll Call Vote:

- Phil Brilliant - Yes
- Lawra Dodge - Yes
- Joann Held - Yes
- Jeffrey Hoffman - Yes
- Michael Renzulli - Yes
- Kathi Stetser - Yes
- Peter Strom - Yes
- Ira Whitman - Yes
- Mark Pedersen - Yes

The Motion was carried.

• **Ongoing Business**

None.

- **New Business**

Mark Pedersen reported that the Board will seek a new Executive Director.

- **Next Board Meeting**

Motion by Mark Pedersen to cancel the February 22, 2022 meeting of the Board.

Motion seconded by Jeff Hoffman.

All present voted yes.

The Motion was carried.

The next Board Meeting will be March 7, 2022.

- **Public Comments**

Marlene Lindhardt, LSRPA.

Marlene asked Kathi Stetser what is the correct date for the next LSRP exam?

Kathi Stetser responded that the exam is April 28, 2022.

Marlene also asked why the discussion of policy was held in closed session rather than in open session?

DAG Nielsen Lewis responded that the discussion in closed session falls under the exception to require discussion in open session set forth in N.J.S.A. 10:4-12b.(6) "Investigations of violations or possible violations of the law."

David Morris, President of LSRPA.

David is very interested in the new guidance manual and asked whether there will be a new disciplinary decision flowchart in the document, or will a new one be posted?

Mark Pedersen responded that the document will not include a flowchart.

The Meeting adjourned at 6:23 pm.