

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

**January 9, 2023 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  
Michele Christina  
Lawra Dodge  
Joann Held  
Jeffrey Hoffman  
Michael Renzulli  
Kathi Stetser  
Paul Stofa  
Peter Strom  
Ira Whitman

***Absent***

None

***Others Present***

Board Staff Dana Haymes  
Board Staff Victoria Glean  
DAG Buffy Wilson

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

Candace Baker, Richard Katz, Kathleen Whooley, Vanessa Day, Mark Pietrucha, William Call, Sonya Ward, Charles Stebbins, Chris Dailey, Marlene Lindhardt, Rebecca Hollender, Caryn Barnes

***Proceedings***

- Meeting called to Order at 4:02 PM by Chairperson Paul Stofa.
- Chairperson Stofa 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 - Present  
 Joann Held - Present  
 Jeffrey Hoffman - Present  
 Michael Renzulli - Present  
 Kathi Stetser - Present  
 Paul Stofa - Present  
 Peter Strom - Present  
 Ira Whitman - Present

A quorum of the Board was in attendance.

- **Approval of the Board Meeting Minutes**
  - Motion by Paul Stofa to approve the December 6, 2022 Board Meeting Minutes.

Motion seconded by Joann Held.

Roll Call Vote:

Phil Brilliant - Yes  
 Michelle Christina - Yes  
 Lawra Dodge - Yes  
 Joann Held - Yes  
 Jeffrey Hoffman - Abstain  
 Michael Renzulli - Yes  
 Kathi Stetser - Yes  
 Peter Strom - Yes  
 Ira Whitman - Yes  
 Paul Stofa - Yes

The Motion to approve the minutes was carried.

- Motion by Paul Stofa to approve the December 6, 2022 Board Meeting Minutes of the Closed Session.

Motion seconded by Phil Brilliant.

Roll Call Vote:

Phil Brilliant	- Yes
Michelle Christina	- Yes
Lawra Dodge	- Yes
Joann Held	- Yes
Jeffrey Hoffman	- Abstain
Michael Renzulli	- Yes
Kathi Stetser	- Yes
Peter Strom	- Yes
Ira Whitman	- Yes
Paul Stofa	- Yes

The Motion to approve the minutes of the closed session was carried.

- **Chairperson's Report**

Paul Stofa stated that he had no report. He asked for questions.

Joann Held asked if there were applicants for the Executive Director position.

Paul Stofa replied that there were applicants, but he does not know how many there were. The Human Resources section of the DEP is processing the applications.

Lawra Dodge asked how long the process takes.

Paul Stofa replied that he is not sure, it depends on how quickly interviews are scheduled and held.

- **Executive Director's Report**

Dana Haymes reported that nine individuals provided comments to the Board on the SRPL Board Rule Proposal prior to the close of the comment period on January 6, 2023. The

intention is to adopt the proposed amendments within the one-year deadline, which is November 7, 2023.

### ***Committee Reports***

- **Ad Hoc Committee on Board Membership – Michele Christina**

Michele Christina reported that the Committee met with Janine MacGregor and Jessica Sponaule for further information on the process for appointing Board Members. There is a process that must be followed, which includes support from state representatives and approvals from the Governor's office, so there are some points where the process can get delayed that are beyond the Board's control.

Ira Whitman suggested that Board Members provide the timeline in which they intend to serve on the Board to the Committee, so that the Committee has a sense of when new appointees for various Board Member positions may be needed.

The Committee will be meeting again on January 24, 2023.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reported that the invoices for the 2023 annual license fees have been mailed and payment was due by December 30, 2022. If anyone hasn't received an invoice, please contact the Board.

Victoria Glean reported that second invoices will be sent soon. If an LSRP sent a check but gets a second notice, it may be because the check is still in process. LSRPs should contact Victoria Glean for further information if they have concerns.

- **Audit Committee – Ira Whitman**

Ira Whitman reported that the Board has selected 6 LSRPs for audit for the month of January 2023.

Ira Whitman reported that the following audits are complete:

Ronald Traver – 574146 – September 2022 – conclude  
Peter Grogan – 584591 – November 2022 - conclude  
Stephen Mastripolito – 747193 – November 2022 - conclude  
James Sousa – 586573 – November 2022 – conclude  
Michael Malone – 594720 – November 2022 – conclude  
Manal Baba – 585484 – November 2022 – conclude  
Michelle Bouwman – 835205 – December 2022 – conclude

- **Continuing Education – Lawra Dodge**

Lawra Dodge reported the following applications for approval of CECs are approved:

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
PFAS Remedial Technologies – Part 2	BCONE	12/15/22	2 Technical	2023-001
MNA and Ground Water RAP Guidance Document Training	CSRRP and LSRPA	1/31/23	2.5 Technical and 1 Regulatory	2023-002

- **Finance Committee – Michael Renzulli**

No Report.

- **Outreach Committee – Peter Strom**

No Report.

- **Rules Committee – Joann Held**

Joann Held noted that the Notice of Readoption without change was published in the New Jersey Register on October 17, 2022 and the proposal for Board Rule Amendments was published in the New Jersey Register at 54 NJR 1998(a) on November 7, 2022.

The public hearing was held on December 20, 2022 at 4:00 P.M. via Teams. Six individuals commented at the public hearing.

The comment period closed January 6, 2023. Nine individuals provided written comments, including the six who commented at the meeting.

Joann Held will report a general outline of the comments to the Board next month.

- **Professional Conduct Committee – Phil Brilliant**

Motion by Phil Brilliant to enter closed session to discuss Complaint 002-2022.

Motion seconded by Lawra Dodge.

All present voted yes.

The motion was carried.

Open session resumed at 4:42 PM

- Motion by Phil Brilliant, in the matter of Complaint 002-2022, to find the subject in violation of N.J.A.C. 7:26I-6.8(c) in two instances and to notify the subject through correspondence under signature of the Board chairperson of the Board’s intent to assess a penalty of \$500.00 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 Joann Held.

Roll Call Vote:

Phil Brilliant	– Yes
Michele Christina	– Yes
Lawra Dodge	– Yes
Joann Held	– Yes
Jeffrey Hoffman	– Yes
Mike Renzulli	– Yes
Kathi Stetser	– Yes
Peter Strom	– Yes
Ira Whitman	– Yes

The motion was carried.

The subject of the complaint is Jeffrey Dey, LSRP # 573494.

- **Ongoing Business**

None.

- **New Business**

None.

- **Public Comments**

Kathleen Whooley requested the list of audits that were completed. Dana Haymes replied the complete list is available on the Board website.

William Call commented that there are sections of the Board rules that the Board is readopting without change. If there is a readoption without change then the Board must consider the comments even if there are no proposed amendments. Joann Held stated that if there are points that are worth considering the Board will consider them, even outside the rule process.

The Meeting adjourned at 4:51 PM.