

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

October 2, 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

Board Members:

Present

Philip Brilliant
Michele Christina
Lawra Dodge
Joann Held
Jeffrey Hoffman
Michael Renzulli
Charles Stebbins
Kathi Stetser
Paul Stofa
Ira Whitman

Absent

Peter Strom

Others Present

Board Staff Dana Haymes
DAG Buffy Wilson

Members of the Public that were present:

John Brennan, Kathleen Whooley, Nick Huszar, Richard Katz, Randy Shuler, Sonya Ward, William Call, Candace Baker, Chris Dailey

Proceedings

- Meeting called to Order at 4:04 PM by Chairperson Paul Stofa
- Paul 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
 Charles Stebbins - Present
 Kathi Stetser - Present
 Paul Stofa - Present
 Peter Strom - Absent
 Ira Whitman - Present

A quorum of the Board was in attendance.

- **Approval of the Board Meeting Minutes**
 - Motion by Paul Stofa to approve the September 11, 2023 Board Meeting Minutes.

Motion seconded by Joann Held.

Roll Call Vote:

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

The Motion to approve the minutes was carried.

- o Motion by Paul Stofa to approve the September 11, 2023 Board Meeting Minutes of the Closed Session.

Motion seconded by Phil Brilliant.

Roll Call Vote:

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

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

- o Motion by Paul Stofa to approve the August 7, 2023 Board Meeting Minutes.

Motion seconded by Mike Renzulli.

Roll Call Vote:

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

The motion to approve the minutes was not carried. The motion will be brought again at the next meeting.

- **Chairperson's Report**

Paul Stofa noted that the Department has been working on Remediation Improvement Initiatives and he thanks Director Gwen Zervas and Assistant Commissioner David Haymes for their work with Department staff and the site remediation community.

- **Executive Director's Report**

Dana Haymes noted that the FY 2024 Budget and CY 2024 Fee Report have been posted on the Board website. All LSRPs should receive their 2024 Annual License Fee Invoice soon.

As always, if anyone has questions or concerns about invoices, applications for license renewals, or any other issues, contact Dana Haymes or Victoria Glean for assistance.

Committee Reports

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

Michele Cristina noted that application materials need to be sent to the three applicants for Board membership from the Governor's Office. Kimberly Cahall of the Office of Enforcement Policy will seek a status update.

- **Ad Hoc Committee on Independent Professional Judgment and Remedial Process Improvement Initiative – Phil Brilliant**

Phil Brilliant reported that a committee meeting was held on October 2, 2023. The committee discussed revisions to the existing statement of interpretation of Independent Professional Judgment which is on the Board website.

On October 27 the committee will meet to discuss changes to the statement of interpretation of Independent Professional Judgment with Department staff.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reported that a total of 61 people submitted applications for the LSRP license.

1 application was a courtesy review. 2 applications were not submitted completely.

Of the remaining 58, a total of 5 were denied, and 53 were approved.

Of the 53 approved, 14 had previously been approved and taken the exam but did not pass. One person requested to defer to the next exam due to medical reasons.

So, there are 52 applicants registered to take the exam on October 17, 2023.

The exam will be held on October 17, 2023 in East Windsor, NJ. Complete details will be provided to the applicants approved to take the exam.

- **Audit Committee – Ira Whitman**

- ◆ Audits completed:

- Kathi Stetser – 573506 - April
 - Christopher Colabaugh – 834108 – May
 - Alena Buhler – 837638 – July
 - Robert Meehan – 593078 – August
 - Nicholas Taylor – 746671 – August

Ira Whitman noted that Jeff Hoffman participated in the audit of Board Member Kathi Stetser along with the rest of the Audit Committee.

- **Continuing Education – Lawra Dodge**

Lawra Dodge reported that the committee approved the following continuing education programs:

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
PFAS: USEPA’s Proposed MCLs and Ramifications for Environmental Practitioners	LSRPA	TBD	1 Regulatory and 0.5 Technical	2023-039
Data Usability Basics	Alpha Analytical	October 17, 2023	1 Technical	2023-040
Solute Transport Modeling	CPES, LLC	October 11, 2023	4 Technical	2023-041

- **Finance Committee – Michael Renzulli**

No report.

- **Outreach Committee – Charles Stebbins**

Charles Stebbins reported that the Outreach Committee met on September 11 to discuss producing a quarterly newsletter. Charles is preparing a mock-up newsletter. The Committee will meet in October to review the newsletter and prepare to move it forward.

• **Rules Committee – Joann Held**

- Motion by Joann Held to approve the adoption document circulated to Board Members prior to the meeting, to authorize signature of the adoption document by the Board Chairperson, and to convey the signed adoption document to the Governor’s Office and the Office of Administrative Law for publication in the New Jersey Register.

Motion seconded by Phil Brilliant.

Roll Call Vote:

- Phil Brilliant - Yes
- Michele Christina - Yes
- Lawra Dodge - Yes
- Joann Held - Yes
- Jeffrey Hoffman - Yes
- Michael Renzulli - Yes
- Charles Stebbins - Yes
- Kathi Stetser - Yes
- Peter Strom - Absent
- Ira Whitman - Yes
- Paul Stofa - Yes

The motion was carried.

• **Professional Conduct Committee – Phil Brilliant**

Motion by Phil Brilliant to enter closed session to discuss Complaints 003-2023 and 004-2023.

Motion seconded by Joann Held.

All present voted yes.

The motion was carried.

Open session resumed at 5:18.

- Motion by Phil Brilliant, in the matter of Complaint 003-2023, to find the subject in violation of N.J.A.C. 7:26I-6.3(a) for issuing an RAO when he was not retained and to issue a letter of admonition to the subject.

Motion seconded by Joann Held.

Roll Call Vote:

Phil Brilliant - Yes
 Michele Christina - Yes
 Lawra Dodge - Yes
 Joann Held - Yes
 Jeffrey Hoffman - Yes
 Michael Renzulli - Yes
 Charles Stebbins - Yes
 Kathi Stetser - Yes
 Peter Strom - Absent
 Ira Whitman - Yes
 Paul Stofa - Yes

The motion was carried.

The subject of the complaint is Kevin Stattel, LSRP 628261.

- o Motion by Phil Brilliant, in the matter of Complaint 004-2023, to find the subject in violation of N.J.A.C. 7:26I-6.8 (c) in six instances and to notify the subject through correspondence under signature of the Board chairperson of the Board’s intent to assess a penalty of \$1,500 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 Michele Christina.

Roll Call Vote:

Phil Brilliant - Yes
 Michele Christina - Yes
 Lawra Dodge - Yes
 Joann Held - No
 Jeffrey Hoffman - Yes
 Michael Renzulli - Yes
 Charles Stebbins - No
 Kathi Stetser - No
 Peter Strom - Absent
 Ira Whitman - Yes
 Paul Stofa - Yes

The motion was carried.

The subject of the complaint is Richard Lev, LSRP 577254

- **Ongoing Business**

None

- **New Business**

None.

- **Next Board Meeting**

- Motion by Phil Brilliant to cancel the Board Meeting previously scheduled for October 16, 2023.

Motion seconded by Mike Renzulli.

All present voted yes.

The motion was carried.

The next Board Meeting will be November 6, 2023.

Joann Held noted that November 6 will be the 13th anniversary of the first meeting of the SRPL Board.

Paul Stofa noted that will also be Jeffrey Hoffman's last meeting as a Board Member as he will be retiring from DEP employment.

- **Public Comments**

Candace Baker, LSRPA. Candace Baker asked whether the Board adoption document will be shared with the public. Dana Haymes responded that the adoption document will be published in the New Jersey Register. Once it is published the Board will provide a courtesy copy on the Board website.

The Meeting adjourned at 5:31 PM.