

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

**FEBRUARY 5, 2024 Meeting Minutes**

4:00 PM

The open public meetings of the Board are held via Microsoft Teams.  
Connect via the link on the Board Website [www.nj.gov/l srpboard](http://www.nj.gov/l srpboard) or

Participate by phone, using the following:

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

**Board Members:**

***Present***

Phil Brilliant  
Michele Christina  
Lawra Dodge  
Steven Domber  
Joann Held  
Michael Renzulli  
Charles Stebbins  
Paul Stofa  
Peter Strom  
Ira Whitman

***Absent***

Kathi Stetser

***Others Present***

Executive Director Dana Haymes  
Board Staff Victoria Glean  
DAG Buffy Wilson

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

Kathleen Whooley, Candace Baker, Janice Brogle, Caryn Barnes, Alex Saltzman, William Call, Rebecca Hollender, Sonya Ward, Richard Katz, Marlene Lindhardt, Chris Dailey, Jen Beers, Rose DeLorenzo

***Proceedings***

- Meeting called to Order at 4:02 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
Steven Domber	- Present
Joann Held	- Present
Michael Renzulli	- Present
Charles Stebbins	- Present
Kathi Stetser	- Absent
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 January 8, 2024 Board Meeting Minutes.

Motion seconded by Joann Held.

Roll Call Vote:

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

The Motion to approve the minutes was carried.

- **Chairperson's Report**

Paul Stofa noted that on January 31, 2024, Contaminated Site Remediation and Redevelopment distributed a listserv that provided the new "LSRP Supplemental Certification for Initial Soil Remedial Action Permit Application" which was developed to reduce the permit application backlog and allow for the processing of applications more quickly.

- **Executive Director's Report**

Dana Haymes noted that there are still 72 LSRPs that are delinquent in paying their 2024 annual license fees. Please pay the fees as soon as possible. If there are any issues, please contact the Board.

Victoria Glean added that if an LSRP believes the fee has been paid but hasn't been processed, please contact the Board to check on the status before paying it again. Victoria also reminded LSRPs that if the annual license fee is not paid, an invoice for a renewal fee will not be issued, which will prevent the LSRP from renewing his or her license. To avoid this, please be sure to pay the annual license fee.

### *Committee Reports*

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

Michele Cristina noted that application materials have been received, completed and returned to the Governor's Office by all three applicants.

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

Phil Brilliant noted that the Committee will be convening a meeting soon.

- **Licensure Committee – Kathi Stetser**

In the absence of Kathi Stetser, Dana Haymes noted that a licensure renewal matter will be discussed in closed session.

- **Audit Committee – Ira Whitman**

- ◆ Audits completed:

Jerold Blustein – 628093 – August

Joanne Derby – 746553 – October

Robert Dixon – 579332 - October

Kruti Oza – 668329 – December

David Backman – 573656 – December

Robert Fry – 781850 – December

Mittul Patel – 591566 – December

Brandi Gray – 591147 – February

- **Continuing Education – Lawra Dodge**

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

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
Focused Remediation Seminars – Spring 2024	Focused Remediation Seminars	January 25, March 7, April 18, May 23, 2024	2.5 Technical	2024-009
2024 NJDEP CSRR Topical Presentations	LSRPA	April 3, 2024	1 Regulatory and 1 Technical	2024-010
Innovative Approaches to VI Using Horizontal Remediation Wells	LSRPA	May 2024	0.5 Regulatory and 1 Technical	2024-011

Lawra Dodge noted that LSRPs should be tracking their continuing education programs attended and be sure to earn the requisite number of CECs for license renewal by the application for license renewal due date, which is 90 days prior to the license expiration date.

- **Finance Committee – Michael Renzulli**

No Report.

- **Outreach Committee – Charles Stebbins**

Charles Stebbins reported that the First Quarterly Newsletter – January 2024 contained one incorrect statement. A corrected version of the newsletter was posted.

Charles also introduced the new Board logo, designed by Paul Bauer with the input of Victoria Glean, Dana Haymes and the Committee.

The Committee will meet in the upcoming weeks.

- **Professional Conduct Committee – Phil Brilliant**

Motion by Phil Brilliant to enter closed session to discuss Complaint 008-2023.

Motion seconded by Paul Stofa.

All present voted yes.

The motion was carried.

Open session resumed at 4:46.

- Motion by Phil Brilliant, in the matter of Complaint 008-2023, to find the subject in violation of N.J.A.C. 7:26I-6.8 (c) in three instances and to notify the subject through correspondence under signature of the Board chairperson of the Board's intent to assess a penalty of \$750.00 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
Steven Domber	- Yes
Joann Held	- Yes
Michael Renzulli	- Yes
Charles Stebbins	- Yes
Kathi Stetser	- Absent
Peter Strom	- Yes
Ira Whitman	- Yes
Paul Stofa	- Yes

The motion was carried.

The subject of the complaint is Vikas Sharma, 628095

- **Ongoing Business**

Paul Stofa noted that the Board discussed the possibility of holding the April 2024 meeting at the LSRPA conference. Joann Held noted that Dana Haymes polled the Board Members as to their availability, however, due to potential absences, there is a chance that there might not be a quorum if the Board were to meet at the LSRPA conference on April 3 or 4, 2024. The Board thanks the LSRPA for the invitation and hopes to accept it in a future year. The Board meeting will be held via Teams on April 1, 2024, as previously scheduled.

- **New Business**

None

- **Next Board Meeting**

- Motion by Paul Stofa to cancel the Board Meeting previously scheduled for February 20, 2024.

Motion seconded by Michele Christina.

All present voted yes.

The motion was carried.

The next Board Meeting will be March 4, 2024.

- **Public Comments**

William Call noted that this will be his last meeting representing the LSRPA as president. He would like to discuss with Michele Christina the process for applying for Board Membership. Michele Christina agreed to discuss this with him.

Candace Baker asked if the Board received the application for approval of CECs for the Field Sampling course. Dana Haymes will check.

Kathleen Whooley asked for the names of the 8 auditees whose audits were completed. Ira Whitman repeated the names.

The Meeting adjourned at 4:59 PM.