

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

MARCH 4, 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 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
Kathi Stetser
Paul Stofa
Ira Whitman

Absent

Peter Strom

Others Present

Executive Director Dana Haymes
Board Staff Victoria Glean
DAG Buffy Wilson

Members of the Public that were present:

Kathleen Whooley, Candace Baker, Rebecca Hollender, Sonya Ward, Nick Huszar, Bill Schnitzerling, Neil Jiorle, Rose DeLorenzo, Randy Shuler, Ken Haduch, Chris Dailey

Proceedings

- Meeting called to Order at 4:01 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 - 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 February 5, 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 - Abstain
 Peter Strom - Absent
 Ira Whitman - Yes
 Paul Stofa - Yes

The Motion to approve the minutes was carried.

- o Motion by Paul Stofa to approve the February 5, 2024 Board Meeting Minutes of the closed session.

Motion seconded by Phil Brilliant.

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	- Abstain
Peter Strom	- Absent
Ira Whitman	- Yes
Paul Stofa	- Yes

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

- **Chairperson’s Report**

Paul Stofa noted that Deputy Commissioner Sean Moriarty has moved on from the Department of Environmental Protection, and wishes him good fortune in his future endeavors.

Paul Stofa also noted that on February 9, 2024 Contaminated Site Remediation and Redevelopment made available the updated LSRP Supplemental Certification for Initial Soil Remedial Action Permits. The updated form incorporates comments from the Site Remediation community on earlier versions of the form. The form is part of the remedial process improvement initiative of Contaminated Site Remediation and Redevelopment.

- **Executive Director’s Report**

Dana Haymes noted that the Regulatory Officer position with the Board has been posted as DCLRL-2024-4.

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.

Dana Haymes noted that Megan Brunatti, Department liaison with the Governor's Office, has been contacted for a status update, but no further information has been provided.

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

Phil Brilliant noted that the Committee has completed and circulated to the Board a draft of the Statement of Interpretation of Independent Professional Judgment. He requests that all Board Members review the draft and provide the Committee with any comments. A discussion will be held at the next Board meeting. This statement will replace the one currently posted on the Board website.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reminded LSRPs that the renewal application period of many LSRPs is coming up. Look for the email and invoice from the Board. The application period is March 11-April 10.

Dana Haymes noted that there are still 33 LSRPs that are delinquent in paying their 2024 annual license fees. Please pay the fees as soon as possible. The renewal invoice will not be sent to LSRPs that have not paid their annual license fee. If there are any issues, please contact the Board.

- **Audit Committee – Ira Whitman**

- ◆ Audits completed:

Douglas Auld – 783661 – September
Richard Calogero – 576770 – December
Craig Herr – 747317 – January
John Newman – 585255 – January
Daniel Buhler – 782895 – January
Patrick Cummings – 626745 – January
David DeGhetto – 833979 – January
Stephanie Virgin – 974450 – March
Kyle Warren – 838499 – March

Ira Whitman noted that the Audit Committee is still finding that many LSRPs fail to make notifications that a timeframe may be missed as required by NJAC 7:26I-6.8(c). LSRPs have nothing to lose by making the notification, so when in doubt it is best to make the notification so that the LSRP does not risk being found in violation of NJAC 7:26I-6.8(c).

- Continuing Education – Lawra Dodge**

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

TITLE	PROVIDER	DATE	CECs	PROPOSED COURSE NUMBER
CSRR Field Sampling Procedures Manual Update Chapters 5-13	LSRPA and CSRR	February 29, 2024	3.5 Technical	2024-012
Fundamentals of Perimeter Air Monitoring	Rutgers NJAES – OCPE and BCONE	April 17, 2024	1 Regulatory and 4 Technical	2024-013
Langan Environmental Workshop 2023	Langan	November 18, 2023	Up to 4 Technical depending on attendance	2024-014
Overview of the NJEDA Incentive Program for Brownfields	NJEDA	February 27, 2024	1.5 Professional Development	2024-015
The Quantitative Conceptual Model Approach	CPES	April 24, 2024	1 Regulatory and 3 Technical	2024-016
Remediation of Chlorinated and Recalcitrant Compounds	Tersus Environmental	TBD	4 Technical	2014-017

Lawra Dodge noted that Red Vector aka Vector Solutions has some programs in AVLIF if LSRPs need CECs for completing their applications for license renewal. The LSRPA conference in April is also a good opportunity to earn CECs.

- Finance Committee – Michael Renzulli**

Michael Renzulli reported on the first two quarters of Fiscal Year 2024 (July – December 2023).

The projected revenue was \$360,000, the actual revenue is \$372,000.

The projected salary cost was \$247,000, the actual cost is \$188,000.

Of the costs, \$7500 was budgeted for hourly, \$200 was the hourly actual for the first quarter. The hourly actual for the second quarter is not yet available. \$2500 was budgeted for overtime, \$730 was the overtime actual for the first quarter. The overtime actual for the second quarter is not yet available. \$60,000 was budgeted for testing, \$75,000 was the testing actual. \$62,000 was

budgeted for DAG, \$25,000 was the DAG actual for the first quarter. The DAG actual for the second quarter is not yet available.

The total operating budget was projected to be \$136,800, and the actual operating budget is \$100,800.

The total budget (salary and operating) was projected to be \$384,000, and the actual is \$289,000.

- **Outreach Committee – Charles Stebbins**

Charles Stebbins reported the Committee will meet this week to begin preparing the second quarter newsletter.

Paul Stofa asked what kind of feedback the Committee has received on the first newsletter. Charles responded that he has not received a lot of feedback, but the feedback received was positive.

- **Professional Conduct Committee – Phil Brilliant**

Motion by Phil Brilliant to enter closed session to discuss an audit matter.

Motion seconded by Ira Whitman.

All present voted yes.

The motion was carried.

Open session resumed at 4:50.

No further report.

- **Ongoing Business**

None.

- **New Business**

None

- **Next Board Meeting**

- Motion by Phil Brilliant to cancel the Board Meeting previously scheduled for March 18, 2024.

Motion seconded by Michael Renzulli.

All present voted yes.

The motion was carried.

The next Board Meeting will be April 1, 2024.

- **Public Comments**

Kathleen Whooley asked Ira Whitman to repeat the names of LSRPs whose audits were completed. She also stated that LSRPs are concerned that they only have 60 days to respond to Notices of Incomplete received from the Department.

Rose DeLorenzo asked if the two applications she submitted to the Board have been received. Dana Haymes replied that they were received and will be reviewed by the Continuing Education Committee.

The Meeting adjourned at 5:05 PM.