

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

MARCH 3, 2025 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/lsrcpboard or

Participate by phone, using the following:

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

Board Members:

Present

Michele Christina
Lawra Dodge
Steven Domber
Paul Hauge
Joann Held
Nicholas Huszar
Michael Renzulli
Charles Stebbins
Kathi Stetser

Absent

Phil Brilliant
Jay Meegoda
Kathi Stetser

Others Present

Executive Director Dana Haymes
Program Specialist Victoria Glean
Regulatory Officer Meredith Marcus
DAG Zach Lawrence

Members of the Public that were present:

David Haymes, Candace Baker, Brandi Gray, Janice Brogle, Kathleen Whooley, Richard Katz, Tina Layre, Michelle Bouwman, Carlton Dudley, James Gomez, Rebecca Hollender, Alexander Saltzman, Rose DeLorenzo, Mark Pietrucha

Proceedings

- Meeting called to Order at 4:03 PM by Chairperson Paul Hauge.
- Paul Hauge read the Statement of Adequate Public Notice of the meeting required by the Open Public Meetings Act.

- Roll Call:

Phil Brilliant	- Absent
Michele Christina	- Present
Lawra Dodge	- Present
Steven Domber	- Present (joined the meeting at 4:55)
Paul Hauge	- Present
Joann Held	- Present
Nicholas Huszar	- Present
Jay Meegoda	- Absent
Michael Renzulli	- Present
Charles Stebbins	- Present
Kathi Stetser	- Absent
Ira Whitman	- Present

A quorum of the Board was in attendance.

- **Approval of the Board Meeting Minutes**

- Motion by Joann Held to approve the February 3, 2025 Board Meeting Minutes.

Motion seconded by Michele Christina.

Roll Call Vote:

Phil Brilliant	- Absent
Michele Christina	- Yes
Lawra Dodge	- Yes
Steven Domber	- Absent
Paul Hauge	- Yes
Joann Held	- Yes
Nicholas Huszar	- Yes
Jay Meegoda	- Absent
Michael Renzulli	- Yes

Charles Stebbins - Yes
Kathi Stetser - Absent
Ira Whitman - Abstain

The motion was approved.

- Motion by Joann Held to approve the February 3, 2025 Board Meeting Minutes of the Closed Session.

Motion seconded by Phil Brilliant.

Roll Call Vote:

Phil Brilliant - Absent
Michele Christina - Yes
Lawra Dodge - Yes
Steven Domber - Absent
Paul Hauge - Yes
Joann Held - Yes
Nicholas Huszar - Yes
Jay Meegoda - Absent
Michael Renzulli - Yes
Charles Stebbins - Yes
Kathi Stetser - Absent
Ira Whitman - Abstain

The motion was approved.

- **Chairperson's Report**

Paul Hauge noted that Dana Haymes was out due to injuries from a motor vehicle accident but is present today.

- **Executive Director's Report**

Dana Haymes thanked Board Staff Victoria Glean and Meredith Marcus for finalizing the review of applications for the LSRP license in her absence. All 58 applications have been reviewed and approved. Applicants have been notified by email, and will be contacted soon by The Caviart Group with instructions for registering for the examination to be held on April 9, 2025.

Dana Haymes also thanked Victoria Glean and Meredith Marcus for following up on issues for payment of annual license fees. The DEP system sent second notices for payment of the 2025 annual license fee in early February. Due to a glitch in the system, notices were sent to some

LSRPs that had already paid, which caused a lot of confusion and required a lot of follow up by Victoria and Meredith. At this time most of the issues have been resolved. Approximately 20 LSRPs have yet to pay their 2025 annual license fee and are asked to do so as soon as possible.

Committee Reports

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

Michele Christina reported that there is currently a nominee to the Board whose nomination did not advance to the Judiciary Committee. The nominee has been in touch with her legislative representative and it is hoped that this will result in the advancement of her nomination.

Michele Christina noted that the process for the application and approval of new Board Members takes a lot of time, so she requests that any Board Members who are thinking of leaving the Board in the next 6-12 months please let her know so that the process of recruiting replacement Members can begin.

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

No report.

- **Licensure Committee – Kathi Stetser**

On behalf of Kathi Stetser, Dana Haymes reported that the next licensing exam will be held on April 9, 2025. The 58 approved applicants will be contacted by The Caviart Group shortly to begin the process of registration.

- **Audit Committee – Ira Whitman**

Ira Whitman reported the following audits were concluded:

Kevin McAllister – 668731 – November

Jonathan Lisko – 575491 - January

John Bolakas – 594911 - February

Bryan Fallucca – 594635 – February

Six LSRPs were selected for audit for March 2025.

- **Continuing Education – Lawra Dodge**

Lawra Dodge reported that the following continuing education programs were approved for continuing education credit.

TITLE	PROVIDER	DATE	CECs	COURSE NUMBER
Focused Remediation Seminar – Spring 2025	Focused Remediation	February 6, April 24 and May 22, 2025	2.5 Technical	2025-007
CIANJ-EBC Meeting March 2025	CIANJ-EBC	March 26, 2025	0.5 Regulatory, 0.5 Technical	2025-008
Evolving Remediation Topics	LSRPA	March 27, 2025	2 Technical	2025-009
Dataminer Training and Electronic Data Submissions	CPES, LLC	April 17, 2025	3 Regulatory	2025-010

- **Finance Committee – Michael Renzulli**

A total of approximately 20 LSRPs have yet to pay their 2025 annual license fee and are requested to pay as soon as possible.

- **Outreach Committee – Charles Stebbins**

Charles Stebbins reported that the 2025 Quarter 2 Newsletter will be circulated in early April. The Committee will meet later this week to discuss the newsletter.

- **Professional Conduct Committee – Phil Brilliant**

- Motion by Joann Held to enter closed session to discuss Complaint 002-2024.

Motion seconded by Michele Christina.

All present voted yes.

The motion was approved.

Open session resumed at 4:55.

No report.

- **Ongoing Business**

Lawra Dodge would like the Board to address the issue of artificial intelligence, as this will significantly impact the work of LSRPs. She would like the paper that she prepared to be circulated to the Board Members so this topic can be addressed at the April SRPL Board Meeting.

- **New Business**

Dana Haymes suggested the formation of an Ad Hoc Committee to oversee the Request for Proposals for the next exam contract, which is scheduled to begin January 1, 2026. All members of the Finance Committee (Mike Renzulli, Nick Huszar, Ira Whitman), and Licensure Committee (Charles Stebbins and Steve Domber) present volunteered for the Committee. Paul Hauge suggested that Kathi Stetser, who is the Chairperson of the Licensure Committee, also join. That is a total of six persons, which is the maximum number of Board Members that can serve on a Committee.

- **Next Board Meeting**

The next Board Meeting will be March 26, 2025 at the LSRPA Conference in New Brunswick, NJ.

- **Public Comments**

Mark Pietrucha asked what actions the Board can take if an employer will not allow an LSRP that they formerly employed to access their case documents. Dana Haymes suggested that the employer be reminded of the provisions of the SRPL Board Rules, specifically NJAC 7:26I-6.27(b) which states “no one, including without limitation an LSRP’s employer and/or clients, shall restrict the LSRP from personally maintaining and preserving all data, documents, records, and information specified in (a) above in the format and location that the LSRP chooses.” If the employer will not comply with this provision then a complaint can be made to the Board.

The Meeting adjourned at 5:18 PM.