

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

MARCH 26, 2025 Meeting Minutes

In-person meeting held at the LSRPA New Jersey Site Remediation Conference, Hyatt Regency
5:00 PM

The open public meetings of the Board are held via Microsoft Teams.
Connect via the link on the Board Website www.nj.gov/lsrpboard 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
Ira Whitman

Others Present

Regulatory Officer Meredith Marcus
DAG Zach Lawrence

Members of the Public that were present:

Kathleen Whooley, David Russell, Michael Poland, Charles Metzger, Jim Lunski, Janice Brogle,
Alex Saltzman, Michael Newton, Daniel Martins, Tina Layre, Rebecca Hollender, Ken Goldstein,
Rose DeLorenzo, Rakesh Ganta, Kevin Stattel, Sonya Ward, Brandi Gray, Julia Ryan

Proceedings

- Meeting called to Order at 5:00 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
Paul Hauge	- Present
Joann Held	- Present
Nicholas Huszar	- Present
Jay Meegoda	- Absent
Michael Renzulli	- Present
Charles Stebbins	- Present
Kathi Stetser	- Present
Ira Whitman	- Absent

A quorum of the Board was in attendance.

- **Approval of the Board Meeting Minutes**
 - Motion by Steve Domber to approve the March 3, 2025 Board Meeting Minutes.

Motion seconded by Lawra Dodge.

Roll Call Vote:

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

The motion was approved.

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

Motion seconded by Lawra Dodge.

Roll Call Vote:

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

The motion was approved.

- **Chairperson's Report**

Paul Hauge welcomed everyone to the in-person Board meeting at the LSRPA New Jersey Site Remediation Conference. Chairperson Hauge expressed his appreciation for the hard work and dedication that the volunteer Board Members bring to the job.

- **Executive Director's Report**

None.

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 continues to be in touch with her legislative representative and it is hoped that this will result in the advancement of her nomination.

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

Lawra Dodge reported for Phil Brilliant that the Board's statement on Independent Professional Judgment is now posted on the Board's website under Board statements. This statement is intended to assist the LSRP community when exercising independent professional judgment. The statement was prepared by the Board from their own experiences in exercising independent professional judgment.

- **Ad Hoc Committee to Oversee the RFP for the Contract to prepare and administer the licensing examination – Kathi Stetser and Michael Renzulli**

Kathi Stetser and Michael Renzulli reported that this committee has been formed from members of the licensure and finance committees in an effort to make the exam more efficient, maintain the quality and integrity of the exam and keep the costs down.

- **Licensure Committee – Kathi Stetser**

Kathi Stetser reported that the next licensing exam will be held on April 9, 2025. There are 58 approved applicants that will be sitting for the exam.

Kathi Stetser reminded all LSRPs that if you are in your renewal year, you must pay your annual license fee or you will not receive your renewal notice.

- **Audit Committee – Ira Whitman**

Michele Christina reported the following audits were concluded:

Arthur Lee Fankhauser – 591423 - January

Michael Speck – 573499 – January

Elena Seelman – 576680 - January

Eric Hoffmann – 668068 – February

Frank Rossi – 628856 – February

James Clabby – 573690 – February

A total of 18 LSRPs were selected for Audit for April, May and June

- **Continuing Education – Lawra Dodge**

Lawra Dodge reported that all Continuing Education Programs approved since the last meeting on March 3, 2025 will be reported at the Board meeting on April 7, 2025.

Lawra Dodge discussed the continuing education requirements for LSRPs and the difference between programs presented in “Live” and “Alternative Verifiable Learning Format”. An article on this subject is included in the April 2025 2nd Quarter newsletter to be distributed next month.

- **Finance Committee – Michael Renzulli**

Meredith Marcus reported that as of March 26, 2025, all but one LSRP has paid their annual license fee.

- **Outreach Committee – Charles Stebbins**

Charles Stebbins reported that the 2025 2nd Quarter Newsletter draft is complete and will be circulated to the Outreach Committee next week. This newsletter will be circulated in early April to everyone who has signed up for the Board’s listserv and will also be posted on the Board’s website. The purpose of the newsletter is to provide LSRPs with helpful and useful information. If there are any topics the community would like to see, please contact the Board.

- **Professional Conduct Committee – Phil Brilliant**

Closed session to discuss Complaint 002-2024 was not held today and will be held at the next meeting on April 7, 2025.

Joann Held reported for Phil Brilliant the following statistics. Since the Board was formed there have been:

- 133 Complaints received by the Board
- 14 Ongoing investigations
- 24 Complaints dismissed
- 23 No Violations
- 72 Violations
 - o 40% of the violations were the result of N.J.A.C. 7:26I-6.8(c) which requires notifications that a mandatory timeframe may be missed.

The PCC does not want to find violations and the Board’s goal is to provide support and tools to LSRPs to help them know and comply with Board and Department rules. One way the PCC is doing this is to include topics in the quarterly newsletter about common violations in order to educate LSRPs and help them to be aware of and guard against making these violations themselves.

- **Ongoing Business**

Lawra Dodge circulated a paper on artificial intelligence to the Board Members and discussed that a key aspect of artificial intelligence is disclosure of its use. Lawra Dodge mentioned several areas where artificial intelligence may be helpful to LSRPs. She recommended forming

an ad hoc committee to determine the position, if any, the Board should take on artificial intelligence.

A motion to form an ad hoc committee on artificial intelligence was made by Lawra Dodge.

Motion seconded by Joann Held.

Roll Call Vote:

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

The motion was approved.

Lawra Dodge requested to be the Chairperson of this ad hoc committee.

- **New Business**

None.

- **Next Board Meeting**

The next Board Meeting will be April 7, 2025 via Microsoft Teams. Connect via the link on the Board Website www.nj.gov/lsrcboard.

- **Public Comments**

Kathy Whooley asked the difference between a dismissed complaint and a complaint found to be no violation. Joann Held responded that a complaint is dismissed if it does not describe a potential violation of an SRPL Board Rule and there are no grounds to investigate the complaint. No violation is found if the complaint is investigated and the Board determines that the Subject of the Complaint did not violate an SRPL Board Rule.

Rebecca Hollender asked if the complaints were per complaint or per LSRP (for example, if an LSRP had more than one complaint or violation). Joann Held responded that the complaints

were per LSRP, therefore if more than one violation was found it was considered one complaint.

Michael Newton asked the reason for giving the exam every 18 months. Kathi Stetser responded this is done primarily due to costs. The ad hoc committee is looking into this to see if the exam can be offered more often without increasing the cost to LSRPs.

Michael Newton asked if the number of LSRPs remained consistent. Michael Renzulli responded that after the April 2025 exam, the Board will be conducting an analysis on the number of current LSRPs and new LSRPs.

Julia Ryan asked if this analysis Michael Renzulli mentioned would include those LSRPs retiring soon. Michael Renzulli responded that to the best of the Board's ability upcoming retirees would be factored into the analysis.

Sonya Ward commented that she wished there were an easier way for LSRPs to make the notifications that a timeframe may be missed. Meredith Marcus asked Ms. Ward what the Board could do to make this notification easier for LSRPs. Meredith discussed the changes to the website, including a page of useful links which includes the email and form to make the notifications, and added that if there are any other topics or links the community would like to see on the website to let the Board know. Nick Huszar responded that as a new member of the audit committee, he has seen a lot of complaints being brought for failure to make the notification that a timeframe will be missed. Nick commented that if an LSRP has any doubt about whether the notification should be made, to not hesitate to make the notification.

Rebecca Hollender suggested that the DEP include language about the timeframes and requirement of the LSRP to make the notification in the discharge notification letter sent to PRCRs when a discharge is reported. Julia Ryan agreed with this suggestion.

The Meeting adjourned at 6:20 PM.