

NEW JERSEY SITE REMEDIATION PROFESSIONAL LICENSING BOARD

FINAL

June 2, 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/lrspboard 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

Paul Hauge

Joann Held

Nicholas Huszar

Michael Renzulli

Charles Stebbins

Kathi Stetser

Absent

Steven Domber

Jay Meegoda

Ira Whitman

Others Present

Executive Director Dana Haymes

Program Specialist Victoria Glean

Regulatory Officer Meredith Marcus

DAG Zach Lawrence

Members of the Public that were present:

Candace Baker, Janice Brogle, David Haymes, Tina Layre, Kathleen Whooley, Caryn Barnes, Sandra Goodrow, Alexander Saltzman, Chris Dailey, Carlton Dudley, Ken Haduch, Mark Pietrucha, Rebecca Hollender, Rhea Hood, Rose DeLorenzo, Sonya Ward, Richard Katz

Proceedings

Meeting called to Order at 4:02 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 - Present
Michele Christina - Present
Lawra Dodge - Present
Steven Domber - Absent
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 Michael Renzulli to approve the May 5, 2025 Board Meeting Minutes.

Motion seconded by Joann Held.

Roll Call Vote:

Phil Brilliant - Yes
Michele Christina - Yes

June 2, 2025 SRPL Board Meeting Minutes

Lawra Dodge - Yes
Steven Domber - Absent
Joann Held - Yes
Nicholas Huszar – Yes
Jay Meegoda - Absent
Michael Renzulli - Yes
Charles Stebbins - Yes
Kathi Stetser – Abstain due to absence
Ira Whitman - Absent
Paul Hauge - Yes

The motion was approved.

- Motion by Joann Held to approve the May 5, 2025 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 - Absent
Joann Held - Yes
Nicholas Huszar – Yes
Jay Meegoda - Absent
Michael Renzulli - Yes
Charles Stebbins - Yes
Kathi Stetser – Abstain due to absence
Ira Whitman – Absent
Paul Hauge - Yes

The motion was approved.

Chairperson's Report

June 2, 2025 SRPL Board Meeting Minutes

Paul Hauge reported on a May 15, 2025 letter received from Rebecca Hollender, President of the LSRPA, concerning potential legislative changes to address the issue of LSRP licensing fees. The discussion highlighted several key points:

- **Sustainability Concerns:** Kathi Stetser noted that the current fee structure is based on covering the Board's operational costs, with no alternative funding sources. She pointed out that when the Board was established, it was assumed there would be approximately 2,000 LSRPs contributing fees, a target that has not been met, as there are currently approximately 700 active LSRPs.
- **Legislative Fix:** There was discussion about whether a legislative fix could be implemented to provide a dedicated funding source. Suggestions included considering allocation from the DEP budget to help cover Board expenses.
- **Comparison to Other Boards:** Lawra Dodge raised the question of how other professional licensing boards are financed, such as those for engineers and attorneys, suggesting this could provide insight into alternative funding structures.
- **Action Steps:** DAG Zach Lawrence offered to reach out to the Division of Law to gather information about how other boards are funded. The Board agreed to informally respond to LSRPA, expressing interest in staying informed about any legislative changes they may propose. Paul Hauge will communicate this in a letter to LSRPA.

Executive Director's Report

Dana Haymes reported no updates for the meeting.

Committee Reports

Ad Hoc Committee on Board Membership – Michele Christina

Michele Christina reported on ongoing efforts to fill board vacancies. The Board reached out to the Commissioner's Office requesting they contact the Governor's Office but has not received a response. She noted that the recent Senate Judiciary Subcommittee meeting did not include action on the pending nominee to the Board.

Paul Hauge offered to follow up with the Commissioner's Office to inquire about the status of the nomination.

Ad Hoc Committee to Oversee the Request for Proposals for the LSRP Exam – Kathi Stetser and Michael Renzulli

Kathi Stetser reported progress in revising the Request for Proposals for the LSRP exam. A meeting with DEP representatives is scheduled for June 3, 2025 to finalize these changes.

Potential changes include finding an alternative means to administer the exam with greater frequency. The ultimate goal is to reduce costs while maintaining exam quality and integrity.

Ad Hoc Committee on Artificial Intelligence – Lawra Dodge

Lawra Dodge discussed ongoing efforts to draft a summary of AI-related assessments which she plans to provide to the Board for consideration at the next Board meeting. She emphasized the importance of understanding the rapidly evolving AI landscape and noted that there were no further developments from the DEP beyond internal guidance.

Paul Hauge offered to connect Lawra Dodge with a DEP employee, Vanessa Day, who is examining AI policy issues.

Licensure Committee – Kathi Stetser

Kathi Stetser reported that the 32 candidates who passed the exam have paid their fees and received their LSRP licenses.

Audit Committee – Ira Whitman

In Ira Whitman's absence, Dana Haymes reported the completion of Phil Brilliant's audit and ongoing efforts to complete others. Since Phil Brilliant is a Board Member, his audit was completed in accordance with N.J.A.C. 7:26I-5.4(b), which requires the participation of the State Geologist, a Board Member that represents the environmental community, a Board Member that represents the business community, and a Board Member who is an LSRP. In this case, these Board Members were Stephen Domber, Joann Held, Michele Christina, and Nick Huszar.

Continuing Education Committee – Lawra Dodge

Lawra Dodge noted a temporary delay in course approvals due to committee member availability. Seven applications are pending review, and the Committee is seeking solutions to expedite the approval process.

Finance Committee – Michael Renzulli

Michael Renzulli presented the draft Fiscal Year 2026 Budget and draft Calendar Year 2026 Board Fee Calculation Report.

The budget is projected at \$885,000, which includes \$711,000 in salaries, including additive, fringe and indirect costs, and \$174,000 in operational expenses, including \$140,000 allocated to testing consultant/advisory professional services and \$25,000 for DAG services. The current fee structure is insufficient to meet these costs, prompting discussions on whether to increase fees or draw from reserve funds.

- **Fee Calculations:** The calculated annual license fee should be \$1280 based on the budget, significantly higher than the current \$990. The application fee and renewal fee also require adjustments to reflect actual costs.

- Use of Carryover Reserves: The Board is considering using approximately \$200,000 from the approximately \$400,000 reserves to maintain the current fee level for one year, acknowledging this as a temporary measure. Dana Haymes highlighted the risks of significantly depleting reserves, particularly in case of unforeseen legal expenses.
- Future Implications: Michael Renzulli warned that maintaining current fees using reserves would result in a substantial fee increase next year. An alternative possibility is to institute incremental fee increases to avoid a sharp rise in costs.
- Board Members are asked to review the Budget and Board Fee Calculation Report. Vote to approve these documents will take place at the August or September Board meeting, following receipt and consideration of the Fiscal Year 2025 actual expenditures.

Outreach Committee – Charles Stebbins

Charles Stebbins announced the committee is working on the completion of the third quarterly newsletter scheduled for release in early July.

Topics include reminders about reporting requirements and statistics on the failure to make notifications for missed time frames, aiming to reduce violations of Board rules.

Paul Hauge suggested that reminders about reporting requirements should be a recurring topic in newsletters due to the frequency of related violations.

Professional Conduct Committee – Phil Brilliant

- Motion by Phil Brilliant to enter closed session to discuss Complaint 007-2024.

Motion seconded by Joann Held.

All present voted yes.

Open session resumed at 5:31 PM.

- Motion by Phil Brilliant, in the matter of Complaint 007-2024, to find the subject not in violation.

Motion seconded by Joann Held.

Roll Call Vote:

June 2, 2025 SRPL Board Meeting Minutes

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

The motion was approved.

Phil Brilliant reported that David Pry, LSRP 573686, has completed all requirements pursuant to the Settlement Agreement for Complaint 011-2023, and surrendered his license as of May 31, 2025.

Ongoing Business

None.

New Business

None.

Next Board Meeting

- Motion by Phil Brilliant to cancel the June 16, 2025 meeting due to lack of pressing business.

Motion seconded by Joann Held.

All present voted yes.

The motion was carried.

The next Board Meeting will be July 14, 2025.

Public Comment

June 2, 2025 SRPL Board Meeting Minutes

Rebecca Hollender reiterated LSRPA's interest in finding a dedicated funding source for LSRP licensure fees, noting that current fees are higher than those for other professionals in New Jersey. She emphasized the financial burden on LSRPs and the need for legislative action to secure sustainable funding.

Kathleen Whooley inquired about the budget for legal fees and the impact on carryover funds if fees remain at current levels. Dana Haymes noted that the FY 2025 Budget included \$110,000.00 for legal fees (DAG services). The Q1 and Q2 expenditures are \$8956.00. The Q3 and Q4 expenditures have yet to be provided to the Board.

Mark Pietrucha provided a comparison with the fees for professional engineers, illustrating the challenge of funding with a smaller pool of LSRPs. He noted that engineers pay approximately \$80 in license fees every two years, but there are approximately 21,000 licensed engineers, compared to approximately 700 LSRPs, thus producing approximately \$840,000 in funds every year.

Alexander Saltzman asked about the use of contingency funds and the potential for unexpected expenses. Kathi Stetser explained that the contingency fund primarily serves as a reserve for potential legal costs, which can be unpredictable and significant.

The meeting adjourned at 5:45 PM.