

Draft Minutes  
LSRPA Steering Committee Meeting  
October 20, 2016  
2:00 – 5:00 pm  
Riker Danzig

**ROLL CALL**

S. Boyle, R. Ferguson, S. Drew, D. Hoffman, D. Warner, K. Goldstein, J. Hochreiter, M. Petrucha, S. Senior, J. Haus, J. Oberer

Phone: B. Call, M. van der Heijden, B. Katcher, E. Palko, L. Voyce, J. Davies, J. Donahue, R. Katz.

**PRESIDENT'S REPORT**

- LSRPA's comments on the Proposed Legacy Landfill Regulation to DEP

**EXECUTIVE DIRECTOR'S REPORT**

- Steering Committee Minutes:

Who is taking them? Action Item format only. Give S. Boyle a copy of notes at end of meeting. C. Drake would help with minutes. S. Boyle wants format to be more action items and not transcription of everything. Technical reports need to be detailed.

- Publicist update

Publicist spoke with Janine McGregor, representing Licensing Board, and D. Haymes, representing DEP. DEP prepared a document on how to hire an LSRP in response to calls from clients, home owners and small businesses. The Association objected to line about agreement not to post names on complaints where there is no action. Publicist is working on a communications plan. The publicist has worked with Charlene Drake and SWEP golf outing press release.

Send S. Boyle information on your publications and upcoming speaking engagements, which will then be included in eblasts. Advised members that if coworkers have written articles, these should also be submitted.

- Speaker suggestions for Annual Meeting

Request for speaker suggestions was sent to membership. Received recommendation for motivational speaker, suggestions from Peter Borbas to invite Michele Sikierka from NJBIA, NJ Supreme Court to talk about ethics; someone from Consumer Affairs to speak on license professional roles to the consumer and Senator Smith. S. Boyle will prepare list of suggested speakers.

- Raise dues?

Suggested raising dues from \$150 to \$175. This is a decision for the BOT to make during Nov Board call. Suggestion by S. Drew to charge for the Annual Meeting.

- Raise sponsorship fees? - tabled
- 2017 meeting schedule: Keep same time for BOT and SC meetings
- Sponsor benefits matrix for 2017. We don't have many guaranteed exhibit opportunities.

Use of LSRPA logo as "proud sponsor of"? Most professional organizations say "proud member of \_\_\_\_\_". Would not charge for members or sponsors. Use "proud member" for individual members who want to use logo. B.Call suggested that Governance Committee draft a policy for logo use by members, sponsors. Sponsors can use if it meets our criteria. Also consider trademarking logo to keep control. This is a 2017 calendar item.

- Site Remediation Professional Licensing Board Issues

LSRP Hiring Guide. Done because DEP gets calls from homeowners and small businesses on hiring an LSRP. Send S. Boyle and R. Ferguson any comments on guide.

- Legacy Landfill Comments

Thanks to I. Kropp for drafting comments. R. Ferguson, D. Morris, L. Voyce and M. Fisher worked on document. We should be weighing in on proposed regulations and legislation that impacts LSRPs. We can now send to members. We may want someone who is focused on regulatory postings from DEP and legislative postings.

- On the topic of budget, S. Posten commented on previous discussions on hiring a lobbyist. We don't want to be perceived as a lobbying organization, we need to stay educational. We have good partners who are Steering Committee members who could give us guidance on regulations and legislation.

### **SECRETARY'S REPORT**

S. Drew has draft minutes of August meeting. Should have Sept Board meeting notes shortly.

### **TREASURER'S REPORT**

- Updates and issues:
- Treasurer's report (Budget update to follow for circulation)

Budget is + \$32,000 for the year with expenditures under budget. YTD expenses are at 82% YTD. Administrative assistance is over budget. Discuss how to change in the future and come up with options. Sponsors bring in about \$60K annually. Discussed how to mesh individual accounts to deposit. Do we want to increase income? Keep one year's operating expenses in reserve. Cont. Course Creator/Event will cost between \$35-40/hr. Course creator is needed since we are trying to do activities with only volunteers. We need, like professional judgment and certain core courses, which are they are being created by other organizations. In order to develop continuing education courses, people who can develop the topic and pull the course together are needed; someone familiar with environmental field and LSRPs. B. Call suggested focusing on maybe six courses we can repeat. Need to calculate the 2017 expenses. Continuing education courses should be taught by LSRPs for the LSRPA.

- Licensing board update

Licensing fee is still \$900 a year; going to dip into their reserve with increased costs on AG side. Exam contract has not been let (3 proposals submitted, problems with each). Highly unlikely an exam will be held in March. Exam could be finished, but no one to deliver the course. Working on IT contract so renewals can be done online.

- Ad Hoc committees – reconstitute Ad Hoc SRRRA 2.0 Committee; Ad Hoc Committee on Discharge Reporting Requirement internally circulated document for comment and Ad Hoc Internal Operations.

- Three more complaints; starting to move at faster pace,
- Issues with alternative fill material, i.e., pending board complaint and other DEP rumblings
- Issues at BRR meeting with Myrna Campion announced complaint against an LSRP who brought in alternative fill without having DEP preapproval. Few other rumblings about alternative fill; legacy landfill came out with Solid Waste definition of clean missing. Five different examples of alternative fill needed for remediation in Commissioner's office. Policy decisions by DEP talking about what changes need to be made to guidance, whether more education is needed and will reach out to Alternative Fill Committee.

R. Ferguson commented that discussion is needed on what gets posted on social media. Material should be newsworthy or explanatory that advances the program. Work with the Communications Committee. Need a disclaimer that we are posting as a benefit to membership. R. Ferguson, T. Toskos and S. Boyle will work with Charlene Drake and Rick Shoyer on this.

**RISK MANAGEMENT AND LOSS PREVENTION** – M. Pietruch/J. Scagnelli

- Sounding Board – 34 questions reviewed in 10 months – D. Warner
- Accutest response information. S.Boyle will post shortly.
- Timeframe notification guide templates will be posted to Association website by S. Boyle
- SRAG –T. Toskos is hosting next SRAG meeting and is collecting suggestions for panel topics.

**REGULATORY OUTREACH** - S. Posten/S. Drew

- Battelle Bioremediation Conference (Miami; May 2017). Licensed site professional session has been established for second time. Abstracts were due 9/30. Reaching out to MA and CT.
- Request for comment on Tech Guidance: “Performance Monitoring of In Situ Remedial Actions” Comments should be sent to S. Drew. Permit by Rules will stay the same.
- Emerging Contaminants – PFOA/PFAS = DEP is taking inventory of potential industrial sources (Drinking Water Quality Institute).
- Pending request from Ken Mack (on behalf of industry) to coordinate with LSRPA relative to evolving requirements for PFOA/PFAS. Ken mentioned one of his clients received a survey from DEP requesting information on use/production of PFCs; Ken also plans to speak with M. Fisher and LSRPA to develop a strategy on how to go after sites. K. Mack wants to know who has received letters; has membership received letters, reason for the letters and are they appropriate. L.Voyce and E. Palko volunteered to work on a committee. Bring J. Oberer into conversations with K. Mack.
- Update from RA Permit Meetings with NJDEP - what are the big issues (lack of any guidance). Draft of Soil RA Permit Guidance document. Stakeholders include AR representing Builders; C. Magowan representing SRIN. DEP wants to make it an administrative guidance document. Groundwater RA Permit document will follow.
- Update on RFS/FA Guidance from NJDEP. Updated draft was given to the Committee for comment. (listen again)

**CONTINUING EDUCATION COMMITTEE** – Bill Call/David Hoffman/Dan Toder

Cause and effect of budget was discussed. Should we hire people and is money taken from the budget. Need to react more quickly to develop courses and get Licensing Board approval from LB. Discussed hiring a course creator may be needed to increase revenue. Cost and financial outcome are needed to make a decision. More regulatory credit courses are needed. Additional courses are needed in order to fund an event planner.

- Current Business
  - 8 credit Field Analysis Course scheduled for November 9 and 10
  - December 7 course with DEP on Combined Sewer Outfall
- Conceptual Courses
  - Comingled Plume – L. Voyce will construct the course and work with A. Robins, M. Fisher, T. Toskos and B. Alter
  - Lab Day – Samantha Saultz
  - Presumptive and Alternate Remedies – J. Oberer
  - Attainment & Linear Construction – M. Poland (approval given)
  - GIS – Joe Torlucci and Charles Metzger
  - Attainment – C. Barnes and S. Posten
  - LSRPs and Municipal Clients – presented by J. Scagnelli and B. Call was very successful. Follow-up course scheduled for November 2 by BCONE and LSRPA
  - Nov 9 and 10, Enhanced Fuel Analysis has low registration and may be cancelled.
  - Child Care course was approved, but has not been scheduled.

- Future Courses
  - LSRPA Responsibilities: Where Do They Begin and End. DEP and LSRPA
  - IGW – Charles Metzger (would develop course, but not instruct)

**COMMUNICATIONS COMMITTEE** – Charlene Drake/Rick Shoyer

- Six articles submitted to Commerce; one. received for March issue of Business
- Upcoming NJ Business Special Section Deadline
- Progress update on:
- Social Media Postings. Promoting member activities. Focus on one member and their community service. Submitted an article for March issue of NJ BIZ magazine
- Recent Articles
- New Member Features

**LEGAL AND LEGISLATIVE** - Steve Senior/Andy Robins

- Will work with ROC on identifying rules and bills to comment on.

**SRRA 2.0** – Steve Senior/Irene Kropp.

**MEMBERSHIP COMMITTEE** - C. Barnes

- Summary of Golf Outing – J. Postorino
  - Aspiring Professionals
    - Fall 2016 Event? – when and where

**NOMINATING** – Dudley Warner

- Candidate Resumes are being reviewed by Committee.
- Candidate Questionnaires are due to Committee on Monday Oct 17, COB.
- Committee will propose the slate to EC by November 21, 2016.

**GOVERNANCE COMMITTEE** – J. Hochreiter

**SPONSORSHIP** – Bob Blauvelt

**HOT TOPICS**

Steering Committee Meetings

December – Woodard Curran, East Windsor, NJ