



LSRPA Board of Trustees Meeting Minutes

May 18, 2023 - 8:30 – 10:00 am

via Zoom Meeting

ATTENDANCE:	
BOT	C. Baker, W. Call, C. Dailey, B. Gray, K. Haduch, R. Hollender, M. Lindhardt, D. Morris, M. Poland, A. Robins, A. Saltzman, J. Scagnelli, S. Ward; Note: A. Robins and S. Ward logged into the meeting after voting was conducted for the two resolutions
LSRPA Staff	J. Brogle, B. Entin, D. Sweeney
Others:	None

TOPIC	DISCUSSION	ACTION ITEMS
PRESIDENT’S REPORT – B. Call	<ul style="list-style-type: none"> • Proposal to purchase laptops for part-time staff (Bill Call). A motion was made by B. Call to approve the purchase. D. Morris 2nd the motion. The motion passed unanimously. • Proposal to purchase Cyber Security Insurance Policy (David Morris). Dale Group Insurance procured five insurance quotes. A motion was made by B. Call to approve the purchase. C. Dailey 2nd the motion. The motion passed unanimously. <ul style="list-style-type: none"> • IT policies will need to be developed further • Additional services may be required for a Managed/IT Service Provider to assist in upgrading the LSRPA system • Update on Payroll Service (D. Morris). Preliminary review of three payroll service providers. • Update from May 2nd Executive Committee Meeting <ul style="list-style-type: none"> • B. Call to speak at NJDEP quarterly brownfield roundtable on June 21st. • J. Oberer (Governance Committee) is working on updating by-laws for a vote by membership at the next annual meeting. • Nominating Committee is revising the qualifications matrix. Will be opening BOT applications in June 2023. 	<p>M. Poland to finalize Resolution 2023-06: <i>Procurement of computer equipment for LSRPA Staff.</i></p> <p>MP to finalize Resolution 2023-07: <i>Proposal for Purchase of Cyber Security Insurance.</i></p> <p>Resolutions will be transmitted to A. Lazo to post on the website.</p>



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EXECUTIVE DIRECTOR REPORT – J. Brogle	<ul style="list-style-type: none"> • Next Steps on RAP and IPJ Issues <ul style="list-style-type: none"> • Letter sent to Senator Smith on April 18th (posted on website) • NJDEP’s May 2nd Letter on Remediation Process Improvement Initiative • LSRPA representatives to attend June 8th (virtual) meeting • LSRPA member chat session to be held after the stakeholder meeting • Update on Strategic Plan – Short-term Focus <ul style="list-style-type: none"> • Priority is to standardize internal systems, procedures, and documents. • Governance and Finance Committee to assist 	
GENERAL DISCUSSION – M. Lindhardt	<ul style="list-style-type: none"> • ECCC FAQs and RAR/RAP Flowcharts <ul style="list-style-type: none"> • To be posted by NJDEP in June • Training session to be held by NJDEP/LSRPA • DEP overstepping in application of regulations. <ul style="list-style-type: none"> • DEP requiring withdrawal of documents and not allowing report addendums • RAO revisions being requested from LSRPs that are no longer retained • Risk Management Committee to discuss issues with M. Lindhardt 	
VICE PRESIDENTS’ REPORT–C. Baker	<ul style="list-style-type: none"> • Update on Foundation meeting. <ul style="list-style-type: none"> • Ken Goldstein attended a NJ Conservation Foundation event that the Foundation contributed to. • ANJEC grants to be provided for four additional projects in Highland Park, Pitman, Mahwah, and Waldwick 	
TREASURER’S REPORT – R. Hollender	<ul style="list-style-type: none"> • Update on LSRPA and Foundation Financials. Checking Account has \$287,457. Foundation Account has \$25,204. Review Profit and Loss Statement. 	



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SECRETARY'S REPORT – M. Poland	Motion to approve the SC meeting minutes, dated 4/27/2023 by J. Scagnelli. Second by B. Call. Approved unanimously.	MP to submit final to A. Lazo for website.
COMMITTEES NOT REPORTING	Aspiring Professionals, College Outreach, Communications, Conference, Contaminants of Emerging Concern, Continuing Education, DE&I, Finance, Fundraising, Governance, Legal and Legislative, Membership, Nominating, Regulatory Outreach, Risk Management & Loss Prevention, and Sounding Board.	
NEXT BOT MEETING	July 20, 2023, via Teams.	
SCHEDULED STEERING COMMITTEE MEETING DATES	August 17, 2023, via Teams.	

Respectfully Submitted,

Michael Poland, LSRP
 Secretary