

Final BOT Notes
LSRPA Board of Trustees Conference Call
August 4, 2011, 8:30 – 10:15 am

ROLL CALL

N. DeRose, M. Fisher, S. Boyle, R. Katz, K. Goldstein, G. Martin, S. Posten, J. Oberer, D. Toder, J. Davies, S. Senior, L. Watson

PRESIDENT'S REMARKS

- Draft July Steering Committee minutes

Minor edits by N. DeRose and K. Goldstein and approved by BOT, finalized by L. Watson and send to R. Katz for review and posting.

Comments on Steering Committee minutes to L. Watson by August 8.

Top Ten issues to be posted after review by K. Goldstein.

OLD BUSINESS

- Executive Director analysis feedback

Discussed various responsibilities of an Executive Director. Feedback on Executive Director concept was positive with agreement that a position is needed and funding is available for a 25% position. Anything 50% or over would require an enhanced revenue stream. Salary range of \$20,000 to 30,000 recommended.

Ad hoc committee formed to include K. Goldstein, D. Toder, J. Oberer and N. DeRose in an advisory capacity with D. Bonas as a non-voting member. K. Goldstein to contact D. Bonas. The Ad Hoc Committee will present its tentative recommendations during the October BOT call.

- Issue tracking document – J. Davies

Still needs discussion with J. Oberer and B. Call. To be brought to the BOT in the near future.

- Executive Committee members intent to seek another term

N. DeRose – interested in remaining on BOT. Also would serve in an advisory capacity.

K. Goldstein – assume Presidency

J. Davies- willing to continue on Executive Committee.

R. Katz - no interest in remaining on Executive Committee, but considering remaining on Board.

G. Martin – willing to remain on Executive Committee.

J. Davies discussed the outreach effort beginning in August and the need to identify qualified candidates and encourage applications for Board membership.

Discussed whether a retiring President can participate on Board of Trustees calls as a non-voting member. Past President presence would provide continuity, particularly in cases where there is substantial turnover in Executive Committee and would serve at the pleasure of the entire Board. Comments to K. Goldstein for discussion during September BOT call.

K. Goldstein reminded members to respond to call for Nominations when circulated by BV Rao.

- Posting of RM&LP documents and policies for review and posting of LSRPA documents – K. Goldstein

K. Goldstein recirculated the policy, which is still valid, for review. K. Goldstein reported that the website is greatly improved and S. Danyew will provide suggestions for upgrades to assist with navigation of the website. Any comments on present website should be sent to K. Goldstein, who will set priorities for S. Danyew. G. Martin recommended an email blast to membership regarding upgrades and asking for comments. Suggested as topic for the next monthly email from S. Boyle.

D. Toder will review the present tab for seminar registrations. A new category may be advisable.

NEW BUSINESS

- Website job postings

A member requested that a job opportunity within his company for an LSRP be posted on website. Precedent has been set by posting of search for an Executive Director for a nonprofit. Concern over objections from member companies regarding poaching of staff. Decided this is not appropriate use of LSRPA website. K. Goldstein will direct requestor to LinkedIn page.

- Lab deliverables form completion by laboratory

Sponsor lab is able to complete the forms and wants to advertise this service to members on LSRPA website. Precedent has been set by posting of search for Executive Director for nonprofit. Consensus to encourage articles, white papers or roundtable discussion as educational tools. J. Davies and S. Boyle will discuss.

SECRETARY'S REPORT

- Posting of March, April and May minutes

These minutes have been posted. Status of June BOT minutes are uncertain. K. Goldstein will review July minutes.

TREASURER'S REPORT

There is a \$78,000 balance in the account and G. Martin is working with K. Goldstein on webmaster projections on an annual basis

COMMITTEE REPORTS

Legal and Legislative Committee

- Feedback from Assistant Commissioner Sweeney and AG's Office on Safe Harbor

Statutory provision in Spill Act may provide coverage for LSRPs. Waiting for response from Assistant Commissioner Sweeney and DAG Schlosser. May consider drafting letter after response is received.

- Status of revised NFA paper

The paper was revised and sent back to the Interested Party Steering Committee. No movement recently, due to vacations. Steering Committee meeting scheduled for September 21. S. Senior will follow up with Tom Cozzi and Karen Hershey on not postponing the meeting and requesting that the NFA issue progress.

- Feedback from Assistant Commissioner Sweeney on discharge issue

S. Senior provided Assistant Commissioner Sweeney with previous presentation to I. Kropp on the difference between 16(k) and 16(j). Seeking to get DEP to issue position paper or guidance in some form.

- Committee's response on lobbying that requires registration and reporting

Good discussion during July Steering Committee meeting. Resolution of issue needed; therefore, Legal and Legislative Committee will prepare document clarifying situation. Working with A. Robins and Legal Committee to move forward on some of the pending issues.

Regulatory Outreach Committee

- Posting status of comments received on draft guidance documents

S. Posten should have comments compiled within a week and forward to K. Goldstein and R. Katz. Sent out revised introductory paragraph for top 20 issues. Needs Association logo, which K. Goldstein will provide.

Comments on Attainment Compliance with DEP – good concepts to apply in site remediation and investigation. Will comment on document before the end of August. Wants to get document out for review.

- Status of policy comments received
- Website posting of top ten issues

Blurb recently circulated.

- Circulate message indicating where to send comments on draft guidance documents
- DEP/EPA coordination on PCB regulation

DEP and EPA regulations regarding PCBs vary distinctly and dealing with the combined requirements is overly complex. M. van der Heijden will lead a subcommittee, consisting of perhaps five members (representatives from Woodard & Curran, Langan and Ransom), to address the issue. Org chart will be updated to include the new subcommittee.

- Recruiting new active committee members.

ROC meeting scheduled for October 27. Possibly identify new active members at that time.

Risk Management/Loss Prevention Committee

- Risk Management outreach effort - J. Oberer to contact M. Fisher to begin process
- Identifying portion of Steering Committee meeting for discussion of professional conduct issues
- Final review of disciplinary process document
- Posting status of organization chart, mission statement and flowchart
- Final review of “things to be considered by LSRPs” document

- **Licensing Board Liaison Subcommittee**

- presentation of disciplinary concerns letter to Licensing Board

- summary of July 25 meeting and follow up

Submitted two sets of comments on disciplinary procedure during open forum on July 25. The LB agreed to respond to comments. There is a full Licensing Board meeting on August 8. J. Oberer will attend and encouraged anyone interested in attending to contact him. J. Oberer will provide schedule of upcoming LB meetings. At least one other LSRPA representative should attend each meeting. S. Posten and N. DeRose will also attend the August 8 meeting.

Continuing Education Committee

- Summarize information on CEUs and circulate to BOT – D. Toder

The joint DEP/LSRP Hands on Practical Applications Class will be conducted on August 10 at Rutgers. Response was excellent and course filled within a few days. Another session will be held in the fall.

IEC training will be held September 8 at DEP, and September 14 at Montclair State University. Both sessions will run from 9-12.

- DEP spreadsheet on training sessions from July 2011 through April 2012.
- Scheduling committee meeting to discuss revenue enhancement through training programs.
- Historic Fill Training is planned in October but no firm date yet. Keep from last minutes.

Communications Committee

- Monthly email summaries to membership – S. Boyle

Email blasts will be done on a monthly basis with special blasts as needed.

Membership Committee

Nothing new to contribute.

Bylaws Committee

- Input for Joe Hochreiter

N. DeRose requested opportunity to continue in an advisory capacity to Board and participate in Board calls. K. Goldstein will review the issue of “ex-officio President” concept with Bylaws Committee. More discussion on September call. Put on September agenda. K. Goldstein will not be on call, but will give his proxy vote.

Nominating Committee

Blast to go out shortly requesting applicants for nominations to BOT.