



## LSRPA Steering Committee Meeting Minutes

August 18, 2022 - 2:00 – 4:20 pm

via Microsoft Teams Meeting

<b>ATTENDANCE:</b>	
<b>BOT</b>	C. Baker, W. Call, K. Haduch, D. Hoffman, R. Hollender, M. Lindhardt, D. Morris, M. Pietrucha, M. Poland, J. Postorino, A. Robins, J. Scagnelli, J. Hochreiter
<b>Steering Committee/Guests</b>	Mark Fisher, Rayna Laiosa, Pat Mottola, Charles Metzger, Charlene Drake, Steve Posten, Chris Dailey, Jamie Wuelfing, Timothy N. Mangold, Rodger Ferguson, Brandi Gray, Michael Poland, Kathi Stetser, Cassidy Klink, Anita Locke, Sonya Y. Ward, Alex Saltzman, Jaan Haus, Ted Toskos, Caryn Barnes
<b>LSRPA Staff</b>	S. Boyle, B. Hose

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION ITEMS</b>
<b>PRESIDENT'S REPORT – D. Morris</b>		
<b>D. Morris</b>	<ul style="list-style-type: none"> <li>• Overview of 8/17/22 DEP/LSRPA quarterly meeting.               <ul style="list-style-type: none"> <li>○ New A901 FAQ posted. LSRPs excluded from needing license (with or without retention form). Nothing posted about emerging contaminants of concern.</li> <li>○ Administrative Order No. 2022-19 signed by Commissioner LaTourette. SRPLB is now part of the Office of Enforcement Policy. The new Chairperson is Chief Advisor Paul Stofa. SRPLB is still down three people.</li> <li>○ Technical Consultations: The policy is that it must follow current rules.</li> <li>○ Remedial Action Permits: Reported there are two primary issues with RAPs: (1) using the wrong forms and (2) details don't match between report and applications. Only 6% of the initial applications were good without additional information. 58% of the initial applications were acceptable after Notice of Technical Deficiency. 36% of applications were withdrawn/rejected.</li> <li>○ Only approximately 20 active Direct Oversight Cases. Did not get great metrics and will report back.</li> <li>○ LSRPA is preparing e-blasts to get the information out to the members.</li> </ul> </li> </ul>	
	<ul style="list-style-type: none"> <li>• Association's migration to One Drive.</li> </ul>	
<b>EXECUTIVE DIRECTOR'S REPORT – Bill Call</b>		



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Bill Call	<ul style="list-style-type: none"><li>• Succession planning update.<ul style="list-style-type: none"><li>○ Signed contracts for the Assistant Executive Director position (Dave Sweeney) and the Deputy Assistant Director (Beverly Entin). Finalizing contract for Executive Director.</li><li>○ Bill Hose is retiring as the Assistant Executive Director at the end of December and Sue Boyle is retiring as the Executive Director between December and April of next year.</li></ul></li></ul>	
Sue Boyle	<ul style="list-style-type: none"><li>• Foundation update on grants- There were eight Elmyrl Davis Memorial Scholarship Award recipients in 2022. Three grants to environmental commissions through ANJEC.</li></ul>	Set up meeting with Foundation to discuss grant process.
SECRETARY’S REPORT – K. Haduch		
K. Haduch	<b>Motion</b> by K. Haduch to approve 7/21/2022 by D. Morris. Second by J. Scagnelli. Approved unanimously.	
NOMINATIONS COMMITTEE – Allen Attenborough/Rohan Tadas		
R. Tadas	<ul style="list-style-type: none"><li>• Applications for the 2022 BOT slate. There were eight applications for 6 openings.</li><li>• Committee completed interviews conducted with all candidates and assigned rankings.</li><li>• Goal is to propose the slate of candidates by September 1<sup>st</sup>.</li></ul>	
TREASURER’S REPORT – R. Hollender		
R. Hollender	Approximately \$331K in LSRPA Account; \$16,720 in Foundation Account. Income since last report: \$1,200 – new memberships \$2,350 – sponsorships \$2,055 - seminars, \$120 - duplicate certificates \$6,960 - events	
	Taxes: IRS sent letter that another 60 days is needed regarding the 2019 late fee.	
COMMUNICATIONS COMMITTEE - C. Drake		
C. Drake	<ul style="list-style-type: none"><li>• Committee currently has 11 members. A co-chair position for the Committee is still open. Introduction of John Keegan and the role he plays with the Communications Committee.</li></ul>	



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	<ul style="list-style-type: none"> <li>Working on the history of the LSRPA and LSRPA Strategic Communications Plan.</li> </ul>	
	<ul style="list-style-type: none"> <li>Promoting engagement and knowledge sharing amongst committees.</li> </ul>	
	<ul style="list-style-type: none"> <li>Reinvigorating LSRP chats.</li> </ul>	
	<ul style="list-style-type: none"> <li>Developing communications and collateral to support mission/agenda of each committee and LSRPA as a whole.</li> </ul>	
<b>RISK MANAGEMENT – Chris Dailey/Jamie Wuelfing</b>		
<b>C. Dailey</b>	<ul style="list-style-type: none"> <li>Committee met last in July and will meet again around October.</li> </ul>	
	<ul style="list-style-type: none"> <li>Updated Board Rules – Prepare and get volunteers to review once they are signed by the Governor and sent out for comment. Will hold a meeting to organize review when available. RMLP Committee will take lead with input from other committees.</li> </ul>	
	<ul style="list-style-type: none"> <li>Recent Board Complaints and Disciplinary Actions – Review recent actions.</li> </ul>	
	<ul style="list-style-type: none"> <li>PS&amp;S Complaint – Reviewed complaint will continue to track</li> </ul>	
	<ul style="list-style-type: none"> <li>RAP Approval Update – Solicited ideas to improve process.</li> </ul>	
	<ul style="list-style-type: none"> <li>Training Opportunities/Member Communications – Developing training sessions</li> </ul>	
<b>M. Lindhardt</b>	SRPLB update: <ul style="list-style-type: none"> <li>SRPLB meetings are online and easy to attend.</li> <li>Kathleen Whooley (ERM) has volunteered to record the SRPLB meeting minutes.</li> </ul>	
<b>MEMBERSHIP – B. Gray/K. Haduch</b>		
<b>B. Gray</b>	<ul style="list-style-type: none"> <li>Member Count – 1,178 (up 51 members from last SC Meeting).</li> <li>Email blast to new LSRPs that passed the recent exam</li> <li>Future New Member Breakfast &amp; Networking Event @ ERM. The future events around the state.</li> <li>Trenton Thunder networking event was a success with 90 people who registered for the event.</li> <li>Virtual Beer and Beef Jerky Virtual Tasting Networking Event. Targeting December.</li> <li>Discussion on changing membership renewal form to better understand demographics.</li> </ul>	



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<b>ASPIRING PROFESSIONALS - S. Ward/A. Saltzman</b>		
<b>A. Saltzman</b>	<ul style="list-style-type: none"> <li>LSRPA YouTube Channel;               <ul style="list-style-type: none"> <li>Cost – Anne/Tiesha: Minimal - webpage ~15 mins., half hour per video and up to page (\$60/hour - Anne) – 3 hours max estimate;</li> </ul> </li> <li>Future Event - Borehole Geophysical Logging: Applications for Environmental Site Remediation (in-person; 8/24).</li> <li>Future Event - Drilling Techniques and Equipment (in-person; 8/31); and</li> <li>Discussion on changing membership renewal (or new member) form to better understand demographics and allow for AP inclusion and tracking.</li> </ul>	
<b>OPEN FORUM</b>		
	<ul style="list-style-type: none"> <li>No comments</li> </ul>	
<b>REGULATORY OUTREACH COMMITTEE – M. Fisher/S. Drew/K. Stetser</b>		
<b>M. Fisher</b>	<ul style="list-style-type: none"> <li>Remedial Action Permits – Update – Working through the GW RAP Guidance document. The process is moving faster than the soil document.</li> <li>Will have a special meeting with the stakeholders to discuss the status of current RAPs.</li> <li>John Oberor is working with DEP directly on form issues. Need a stakeholder group for forms.</li> <li>Draft GIS document has been issued. Need reviewers.</li> </ul>	Send John, Kathi and Mark comments on form issues, both online and hard copy.
<b>M. Fisher</b>	NJDEP Guidance Documents / Status Update <ul style="list-style-type: none"> <li>MNA – Pending Revisions from DEP / LSRPA Comments Provided.</li> <li>Compliance Attainment – Pending Revisions from DEP / LSRPA Comments Provided.</li> <li>FSPM Update – LSRPA Comments Provided on Subchapters 1,2, and 4 out in final form, remaining chapters have been drafted/LSRPA comments provided as issued.</li> </ul>	



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<b>M. Fisher</b>	<p>Current Priority List for Guidance Committee / Document Updates</p> <ul style="list-style-type: none"> <li>• Technical Impracticability</li> <li>• Capping of Sites Undergoing Remediation</li> <li>• Fill Material Guidance for SRP Sites</li> <li>• Historic Fill</li> <li>• Receptor Evaluations</li> <li>• Conceptual Site Models</li> <li>• GW SI/RI/RA</li> <li>• Soil SI/RI/RA</li> <li>• LNAPL Initial Recovery / Interim Remedial Measures</li> <li>• Child Care/Educational Facilities</li> <li>• Contaminants of Emerging Concern (request for new committee)</li> </ul>	
<b>M. Fisher</b>	<p>Rule Making / Regulation Update</p> <ul style="list-style-type: none"> <li>• AA901 Rule</li> <li>• SRP Rule Revisions – ARRCs/TRSR</li> <li>• Licensing Board Rules</li> <li>• Looking for volunteers</li> <li>• Environmental Justice (EJ)</li> </ul>	
<b>NJSRC - David Hoffman/Charles Metzger</b>		
<b>D. Hoffman/ C. Metzger</b>	<ul style="list-style-type: none"> <li>• 533 total attendees at the NJSEC</li> <li>• 1,272 Continuing Education Credits sold</li> <li>• 57 exhibit sponsors (Max capacity)</li> <li>• Positive feedback from attendees and sponsors</li> <li>• Estimated a total income of just over \$170,000, expenses of about \$162,000 (estimating a budget profit of \$8,000). Final total income of j \$177,178, expenses of \$166,491 (Profit of 10,700).</li> </ul>	
<b>CONTINUING EDUCATION COMMITTEE - M. Poland/K. Klink</b>		
<b>M. Poland</b>	<ul style="list-style-type: none"> <li>• 2023 regulatory roundtables - need volunteers/ instructors and topics</li> <li>• New non-continuing education credit fee for courses starting in September</li> <li>• Pursuing New York professional geologist continuing education credits sponsorship approval</li> <li>• Individuals representing the LSRPA on NJDEP committees/guidance documents and stakeholder processes to instruct a course on the content</li> <li>• Reinvigorate the Chats with no credits. Looking for it to start back up soon. (Boyle)</li> </ul>	



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<b>CONTAMINANTS OF EMERGING CONCERN - Caryn Barnes/Erin Palko</b>		
<b>E. Palko</b>	<ul style="list-style-type: none"> <li>Committee last met in late spring and worked on preparing letter to the NJDEP. Letter sent out in June and no feedback received yet.</li> <li>Committee will be regrouping in September and will discuss potential PFAS soil standards.</li> </ul>	
<b>FINANCE – Anita Locke/Rakesh Ganta</b>		
<b>A. Locke</b>	<ul style="list-style-type: none"> <li>Currently meeting on a quarterly basis.</li> </ul>	
	<ul style="list-style-type: none"> <li>Will begin reaching out to committee chairs to check if there are any finance-related areas in which we can help.</li> </ul>	
	<ul style="list-style-type: none"> <li>Looking to add members.</li> </ul>	
<b>COLLEGE OUTREACH – Kim Skibo</b>		
<b>K. Skibo</b>	<ul style="list-style-type: none"> <li>2022 Emeryl Davies Scholarship application period is planned to open on October 1st</li> </ul>	
	<ul style="list-style-type: none"> <li>The scholarship is open to any junior or above attending a NJ University or any Junior or above NJ resident attending an out-of-state university.</li> </ul>	
	<ul style="list-style-type: none"> <li>Scholarships are also available to any Part Time Graduate Student who is also employed in the Site Remediation Industry.</li> </ul>	
	<ul style="list-style-type: none"> <li>All applicants must be a member of the LSRPA.</li> </ul>	
	<ul style="list-style-type: none"> <li>Potential Rutgers Class on Environmental Policy Careers.</li> </ul>	
	<ul style="list-style-type: none"> <li>The application will be available to download on the LSRPA's webpage.</li> </ul>	
	<ul style="list-style-type: none"> <li>If any LSRPA members have contacts at a specific NJ institution who could help in getting our application in front of students, please email those contacts to Kim (kskibo@elminc.com) or Craig McCarrick (cmccarrick@gtaeng.com).</li> </ul>	
<b>GOVERNANCE – John Oberer</b>		
<b>J. Oberer</b>	<ul style="list-style-type: none"> <li>Draft Procurement Policy</li> <li>Use of LSRPA Logo policy by sponsors and members</li> <li>Process for contract reviews by counsel (Boyle)</li> <li>New Co-Chair R. Tadas</li> </ul>	
<b>DIVERSITY EQUITY AND INCLUSION – Rebecca Hollender/Rakesh Ganta/</b>		
<b>R. Hollender</b>	<ul style="list-style-type: none"> <li>Meeting monthly.</li> <li>High School outreach.</li> <li>Rakesh Ganta is Co-Chair</li> </ul>	



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<b>SOUNDING BOARD –Dudley Warner</b>		
<b>D. Warner</b>	<ul style="list-style-type: none"> <li>The Sounding Board has been slowing down.</li> </ul>	
<b>FUNDRAISING – Joe Postorino</b>		
<b>J. Postorino</b>	<ul style="list-style-type: none"> <li>August 16th Cornhole tournament update, Raised approximately 13K in profit with 155 attendees..</li> </ul>	
	<ul style="list-style-type: none"> <li>October 6th LSRPA/SWEP Golf Outing.</li> </ul>	
	<ul style="list-style-type: none"> <li>Moving forward to host April of 2023 Battle of the Bands</li> </ul>	
	<ul style="list-style-type: none"> <li>Looking for a Co-chair for the Committee</li> </ul>	
<b>COMMITTEES NOT REPORTING</b>	LEGAL AND LEGISLATIVE	
<b>Next Meeting</b>	Upcoming Steering Committee Meetings- October 20, 2022 and December 15, 2022	

Respectfully Submitted,

Kenneth Haduch, LSRP  
 Secretary