



**LSRPA BOT Retreat Meeting Minutes**  
**January 16, 2025**  
**Assunpink Wildlife Management Center, Allentown, NJ**  
**8:30 to 12:00 pm**

<b>ATTENDANCE:</b>	
<b>Board of Trustees (BOT)</b>	Candace Baker, Rebecca Hollender, Michael Poland, Rakesh (Rocky). Ganta, Alex Saltzman, Brandi Gray, Sonya Ward, Kassidy Klink, Anita Locke, Patrick Mottola, John Scagnelli, Chris Dailey, Marlene Lindhardt Absent: Anita Locke, Kassidy Klink
<b>LSRPA Staff</b>	J. Brogle, B. Entin, D. Sweeney

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION ITEMS</b>
<b>WELCOME AND PRESIDENT'S UPDATE - C. Baker</b>	<ul style="list-style-type: none"> <li>Welcome to everyone and special welcome to new BOT member Patrick Mottola</li> </ul>	
<b>EXECUTIVE DIRECTOR'S UPDATE - J. Brogle</b>	<ul style="list-style-type: none"> <li>PFAS summit – Commissioner announced there will be a PFAS summit. LSRPA has been in discussions with Kati Angarone</li> <li>New BOT member training being developed</li> <li>Successful year in 2024 – this is due to the hard work of the staff. Janice's role is to direct the staff – and sometimes priorities cannot be changed. All our contractors and staff are part time. Please keep that in mind when you need assistance and reach out to Janice if you are making a request for staff help.</li> <li>On-Demand – Continuing Education. Volunteers needed to test about 5 courses. Volunteers include Rakesh, Sonya, Candace, Marlene, Rebecca, Marlene, Alex, and Chris. Goal to get out mid-February 2025 – but still need to have marketing plan and website created. Courses only open to LSRPA members.</li> <li>BOT members and their designees are encouraged to either instruct a course or provide another instructor. If they or one of their colleagues are going to be an instructor, we need the names of instructors, course ideas with agendas and any other information needed to receive approval from the SRPLB. Ideas discussed include:</li> </ul>	



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<b>EXECUTIVE DIRECTOR'S UPDATE - J. Brogle, continued</b>	<ul style="list-style-type: none"> <li>○ Discharge reporting with new DEP rules</li> <li>○ Exposures - PFAS inclusions with no insurance</li> <li>○ New GWQS and how it will affect your site</li> <li>○ New Soil standards</li> <li>○ Acute Toxicity</li> <li>○ RPII – receptor evaluations</li> <li>○ So you have your new license – now what?</li> <li>○ New DocMiner</li> <li>● Shamrock Technologies filed a suit to insurance for having PFAS exclusion, and there are reportedly 10 other cases. John Scagnelli has agreed to look into this matter.</li> </ul>	
<b>VICE PRESIDENT – INTERNAL'S UPDATE - R. Hollender</b>	<ul style="list-style-type: none"> <li>● Nothing new since Steering Committee on January 14</li> </ul>	
<b>VICE PRESIDENT – EXTERNAL'S UPDATE - M. Lindhardt</b>	<ul style="list-style-type: none"> <li>● Attended the testing of DocMiner at East State Street. Not a substitute for OPRA. It will be directly linked to NJEMS. We will get confidential information. (You can pay \$500 to have your documents be confidential). Emails are available as long as you have Outlook. More to come</li> </ul>	
<b>TREASURER'S REPORT - M. Poland</b>	<ul style="list-style-type: none"> <li>● LSRPA checking: \$108,824</li> <li>● Foundation: \$32,658</li> <li>● Money Market: \$205,630</li> <li>● 2024 Taxes are under way</li> </ul>	
<b>ANNUAL MEETING PREPARATION – M. Poland and B. Entin</b>	<ul style="list-style-type: none"> <li>● M. Poland presented the 2024 budget outcome and the proposed budget for 2025. Of note, expense increases are related to credit card fees, conference costs (increases by the Hyatt), cost of living increases for employees, and the website platform changeover (overlap in expense as one starts and one ends)</li> </ul>	



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<b>MISSION STATEMENT REVISION – M. Lindhardt</b>	<ul style="list-style-type: none"> <li>Revision to the LSRPA Mission Statement was discussed to state (changes in <b>bold</b>):</li> </ul> <p>The LSRPA is a non-profit professional membership organization established to <b>be the preeminent resource for environmental professionals in New Jersey by providing support</b>, information, education and technical resources to LSRPs, other professionals involved in environmental remediation in the State of New Jersey and students pursuing an education in a discipline related to environmental remediation.</p> <p>A. Saltzman made a motion to approve, M. Lindhardt seconded the motion. The BOT voted to adopt the revision unanimously with no abstentions.</p>	
<b>GOALS FOR 2025 – BOT Led by J. Brogle, D. Sweeney</b>	<p>Janice and Dave lead effort to establish goals for the coming year.</p> <p><b>2025 Goals</b></p> <ul style="list-style-type: none"> <li>Increase share of LSRPs who are LSRPA members</li> <li>Increase number of non-LSRP members</li> <li>Increase number of Aspiring Professional (AP) members</li> <li>Increase sponsorship</li> <li>Increase event attendance</li> <li>Attract more instructors</li> <li>Promote awareness of regulations, policies, legislation, and relevant cases</li> <li>Advocate for LSRPs</li> <li>Monitor emerging issues</li> <li>Maintain a viable organization</li> <li>Partner with NJDEP on important issues</li> <li>Maintain open communication with NJDEP and Site Remediation Professional Licensing Board (SRPLB)</li> <li>Foster diversity, equity, and inclusion (DEI) progress</li> <li>Increase active participation within the organization and the committees</li> <li>Increase funding to the Foundation</li> </ul>	



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<p><b>ASSIGNMENT OF GOALS TO COMMITTEES – BOT lead by J. Brogle, D. Sweeney</b></p>	<p>Janice and Dave lead BOT in an effort to identify LSRPA Committees that align with the developed goals. Following development of Committee goals, the BOT then identified the top goals for each committee, indicated in <b>blue</b>.</p> <p><b>Board of Trustees, President, and Executive Director:</b></p> <ul style="list-style-type: none"> <li>• <b>Maintain a viable organization</b></li> <li>• <b>Attract more instructors</b></li> <li>• <b>Maintain open communication with NJDEP and SRPLB</b></li> <li>• <b>Partner with NJDEP on important issues</b></li> <li>• <b>Increase active participation within the organization and the committees</b></li> <li>• <b>Increase funding to the Foundation</b></li> </ul> <p><b>Aspiring Professionals:</b></p> <ul style="list-style-type: none"> <li>• <b>Increase number of AP members</b></li> <li>• <b>Foster DEI progress</b></li> <li>• Increase active participation within the organization and the committees</li> <li>• Increase event attendance</li> <li>• Increase additional instructors</li> <li>• Promote awareness of regulations, policies, legislation, and relevant cases</li> </ul> <p><b>College Outreach:</b></p> <ul style="list-style-type: none"> <li>• <b>Increase non-LSRP members</b></li> <li>• Increase number of AP members</li> <li>• Increase funding to Foundation</li> <li>• Foster DEI progress</li> <li>• Increase active participation within the organization and the committees</li> <li>• Increase event attendance</li> </ul> <p><b>Communications:</b></p> <ul style="list-style-type: none"> <li>• <b>Promote awareness of regulations, policies, legislation, and relevant cases</b></li> <li>• Advocate for LSRPs</li> <li>• Maintain open communication with NJDEP and SRPLB</li> <li>• Monitor emerging issues</li> <li>• Increase active participation within the organization and the committees</li> <li>• Increase funding to Foundation</li> </ul>	<p><b>Next Step:</b>  J. Brogle to plan an in-person meeting in the spring with the committee leadership.</p>
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	<p><b>Contaminants of Emerging Concern/Eco Risk (Subcommittee of Regulatory Outreach):</b></p> <ul style="list-style-type: none"> <li>• <b>Monitor emerging issues</b></li> <li>• <b>Maintain open communication with NJDEP and SRPLB</b></li> <li>• Promote awareness of regulations, policies, legislation, and relevant cases</li> <li>• Advocate for LSRPs</li> <li>• Partner with NJDEP on important issues</li> </ul> <p><b>Continuing Education:</b></p> <ul style="list-style-type: none"> <li>• <b>Attract more instructors</b></li> <li>• <b>Increase event attendance</b></li> <li>• <b>Promote awareness of regulations, policies, legislation, and relevant cases</b></li> <li>• <b>Partner with NJDEP on important issues</b></li> <li>• Increase non-LSRP participation</li> <li>• Monitor emerging issues</li> <li>• Increase active participation within the organization and the committees</li> </ul> <p><b>DEI:</b></p> <ul style="list-style-type: none"> <li>• <b>Foster DEI progress</b></li> <li>• <b>Increase number of AP members</b></li> <li>• <b>Attract more instructors</b></li> <li>• Increase share of LSRPs who are members</li> <li>• Increase number of non-LSRPs</li> <li>• Maintain a viable organization</li> <li>• Increase active participation within the organization and the committees</li> <li>• Increase sponsorships</li> </ul> <p><b>Finance:</b></p> <ul style="list-style-type: none"> <li>• <b>Maintain a viable organization</b></li> <li>• Foster DEI progress</li> <li>• Increase active participation within the organization and the committees</li> <li>• Increase non-LSRP members</li> </ul> <p><b>Fundraising:</b></p> <ul style="list-style-type: none"> <li>• <b>Increase sponsorship</b></li> <li>• <b>Increase event attendance</b></li> <li>• <b>Increase funding to the Foundation</b></li> <li>• Maintain a viable organization</li> </ul>	
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	<ul style="list-style-type: none"> <li>• <b>Increase event attendance</b></li> <li>• <b>Attract more instructors</b></li> <li>• <b>Maintain open communication with NJDEP and SRPLB</b></li> <li>• Increase number of AP members</li> <li>• Promote awareness of regulations, policies, legislation, and relevant cases</li> <li>• Foster DEI progress</li> <li>• Partner with DEP on important issues</li> <li>• Maintain a viable organization</li> </ul> <p><b>Nominating Committee:</b></p> <ul style="list-style-type: none"> <li>• <b>Maintain viable organization</b></li> <li>• <b>Foster DEI progress</b></li> <li>• Increase active participation within the organization and the committees</li> </ul> <p><b>Regulatory Outreach:</b></p> <ul style="list-style-type: none"> <li>• <b>Promote awareness of regulations, policies, legislation, and relevant cases</b></li> <li>• <b>Advocate for LSRPs</b></li> <li>• <b>Partner with NJDEP on important issues</b></li> <li>• <b>Maintain open communication with NJDEP and SRPLB</b></li> <li>• <b>Monitor emerging issues</b></li> <li>• Increase active participation within the organization and the committees</li> </ul> <p><b>Risk Management and Loss Prevention:</b></p> <ul style="list-style-type: none"> <li>• <b>Promote awareness of regulations, policies, legislation, and relevant cases</b></li> <li>• <b>Advocate for LSRPs</b></li> <li>• <b>Maintain open communication with NJDEP and SRPLB</b></li> <li>• Monitor emerging issues</li> <li>• Maintain a viable organization</li> <li>• Partner with NJDEP on important issues</li> <li>• Increase active participation within the organization and the committees</li> </ul> <p><b>Sounding Board:</b></p> <ul style="list-style-type: none"> <li>• <b>Promote awareness of regulations, policies, legislation, and relevant cases</b></li> <li>• Monitor emerging issues</li> <li>• Increase number of AP members</li> </ul>	
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	<ul style="list-style-type: none"> <li>Increase active participation within the organization and the committees</li> </ul>	
<b>SECRETARY'S REPORT – S. Ward</b>	<ul style="list-style-type: none"> <li>December 6, 2024 Special BOT Meeting Minutes. Secretary made motion for approval of minutes. Seconded by Rebecca Hollender. Minutes were approved unanimously. Sonya Ward and Marlene Lindhardt abstained.</li> <li>December 19, 2024 BOT Meeting Minutes. Secretary made motion for approval of minutes. Seconded by Chris Dailey. Approved unanimously. Michael Poland abstained.</li> </ul>	
<b>BYLAW REVISION – R. Hollender</b>	<ul style="list-style-type: none"> <li>Rebecca made a recommendation for revision to the newly-revised 2024 LSRPA Bylaws in Section 4.01 as highlighted in <b>bold</b> below.</li></ul> <p style="margin-left: 40px;">Section 4.01. Election: Term.            "...The individual selected to serve as the Treasurer <b>may</b> hold that office for a period of <b>up to</b> two years, provided the individual remains on the Board of Trustees, and shall be subject to the same conditions <b>relating to terms</b> as other Officers."</p> <p style="margin-left: 40px;">M. Lindhardt made a motion to revise the bylaws to reflect these changes, and J. Scagnelli seconded. The change was approved unanimously with no abstentions.</p>	
<b>POLICY 2018.01 REVISION – M. Poland</b>	<ul style="list-style-type: none"> <li>Michael Poland made a recommendation to change Policy 2018-01 to increase the eligible amount for meals associated with meetings from \$20 to \$30. Rakesh Ganta seconded. The change passed unanimously with no abstentions.</li> </ul>	
<b>OPEN DISCUSSION</b>	<p>LSRP Rate Increase – BOT discussed whether LSRPA can or should lobby legislature specific to the recent LSRP annual rate increase from \$900 to \$990. Decision was made to ask Legal and Legislative Committee and the Risk Management Committee to evaluate this.</p>	
<b>Next Meeting</b>	Next BOT meeting is February 20, 2025	

Respectfully Submitted,

Sonya Ward, LSRP, Secretary