

**LSRPA Board of Trustees Call**

**May 18, 2018**

**8 am - 10 am**

R. Ferguson, S. Boyle, C. Barnes, S. Drew, B. Call, J. Postorino, M. Pietrucha, D. Warner, A. Robins, D. Morris, E. Palko, J. Scagnelli, S. Senior, D. Hoffman

Topic	Discussion	Action Items
<b>PRESIDENT'S REPORT</b>		
	Idea: LSRPA visibility as a 5K run. Discussed other charitable events to get involved.	Defer to Communications Committee or Aspiring Professionals to review and return with recommendations.
	DEP Meeting Updates: Met with Deputy Commissioner Mans on LSRPA's SRRA 2.0's top four items and received recommendations. Program is not in danger, but modifications may be recommended.	
	DEP recently held a meeting with environmental and environmental justice communities. Only four representatives at meeting with 25 invites. Meeting focused on SRRA 1.0.	Follow up with an all day meeting with larger group the second week in July. Encouraged Deputy Commissioner to speak with Irene Kropp. May have DEP facilitators at the next meeting.
	Meeting with Assistant Commissioner Pedersen: Discussed guidance documents and which ones receive third-party review. We don't have LSRPA representatives on all committees.	If DEP determines comments are not substantial, then committee review is not held.
	Discussed deficiencies in CEA forms.	Ample time is needed to respond to BIR deficiencies.
	Discussed pre and post metrics.	
	Licensing Board coming under AG's Office.	Not supported by Assistant Commissioner.
	Not extending 2019, 2020 and 2021 deadlines. Extensions needed when sites are complex and won't be completed within the timeframe.	Extending deadlines can be requested, however, not on mandatory timeframes. Need to get closer to the date before requesting an extension.
		Communications Committee developing an eblast on timeframes to eblast to members.
	Assist/Replace Executive Director. Had ongoing discussion with Elizabeth Limbrick and suggested a reasonable offer for her to become involved. She is an LSRP, works at NJIT coordinating environmental activities and expressed interest in the Association.	Motion made, seconded and approved for the Board of Trustees to authorize the Executive Director to enter into a contract with Elizabeth Limbrick for seven hours per week, at \$58 per hour (\$21,112 per year) and would bill quarterly. Contract will be reviewed by President and Executive Director.
<b>EXECUTIVE DIRECTOR'S REPORT</b>		
	Discussed sponsor meeting, which was more social. Sponsors concerned with lack of exhibiting opportunities.	
	Sponsor feedback on conference: Sponsors who paid less got the same benefits as those received by higher-level sponsors. Not enough exhibiting opportunities throughout the year.	Current sponsor benefits will be reviewed and adjusted.
	Remind audience of our sponsor during introductory blurb at training sessions.	
<b>SECRETARY'S REPORT</b>	Confirmation of formal/current/active Committees and their current co-chairs.	

	Reviewing feedback received from two sets of minutes.	
	Updates on Committees: Combining information and will send to BOT for review and posting on website.	
<b>TREASURER'S REPORT</b>	\$417K in reserve. Met with financial advisor from PNC to discuss potential investment portfolios.	Portfolios will be discussed with Finance Committee and recommendations back to the BOT.
	Filed extension of IRS 990, which is overdue.	Tax consultant will file form and contact us for additional information.
<b>CONTINUING EDUCATION COMMITTEE</b>	Seventy three courses currently available to date as compared to 53 for the entire year in 2018.	Three courses need scheduling and three courses under development.
	Offered to help sponsors develop courses.	
	Exam prep course needs scheduling.	
<b>SITE REMEDIATION CONFERENCE COMMITTEE</b>	Holding a two day NJSRC in the same form and style as 2018. Appears that renewal year did not influence the attendance at January conference.	Committee made motion, and seconded to hold a two-day conference in 2019 in the same format and style as previously held and hire Marianne Leone as Event Planner.
	Courses will be ready. Budget will be \$118K as compared to \$112 in January 2018. Fewer courses than January 2018 means less income.	The BOT vote on holding a two-day conference was 10 in favor and three absent for the vote.
	Hire Marianne Leone as Event Planner, who will be in charge of logistics, including scheduling the tasks and who is responsible for performing the tasks. Staff reports to her. D. Hoffman and Conference Committee works on content.	
	S. Boyle backs out significantly, since Marianne has authority and Marianne and David will check in with S.Boyle.	
	Use conference calls whenever possible.	
	BOT needs to approve budget.	If approved, BOT needs to see budget as soon as possible.
	Conference Committee must keep President Ferguson updated on progress.	
<b>REGULATORY OUTREACH COMMITTEE</b>	Discussed email from Steve Posten regarding soil remediation standard timeframe for reproposal.	May be repropose in 2018 or 2019.
	DEP's IEC guidance is updated to include section on how IEC's apply to drinking water wells.	
	DEP will not pursue standards for indoor air.	
<b>SRRA 2.0</b>	No report	
<b>RISK MANAGEMENT AND LOSS PREVENTION</b>	Trying to reinvigorate the Committee. Focused on insurance and need for LSRPs to have insurance. Reported on an Executive Order requiring DEP to implement environmental justice guidance. Guidance is being developed will apply to remediation cases.	Request an eblast refocusing individuals on points to consider regarding insurance. Discuss group policy issue. Interest during the NJ SRC by attendees on insurance. Risk Management wants to be involved as a stakeholder. S. Boyle will call D. Mans and J. Scagnelli will contact Mike Gordon, who is drafting the guidance.

	The LSRPA should be included as guidance is being developed.	
<b>LICENSING BOARD</b>	No Report	
<b>SOUNDING BOARD</b>	No Report	
<b>LEGAL AND LEGISLATIVE COMMITTEE</b>	No Report	
<b>MEMBERSHIP COMMITTEE</b>	Membership goal is to reach 800 members.	June breakfast topic is linear construction.
	Difficult getting breakfast topics.	
	Working on anniversary celebration, LSRPA-SWEP joint baseball event and how to involve aspiring professionals in member breakfasts and training.	
	Aspiring Professionals groups being reinvigorated.	Mirror Member Breakfasts with Friday afternoon training offered.
<b>COMMUNICATIONS COMMITTEE</b>	No Report	
<b>LSRP FOUNDATION</b>	No Report	
<b>GOVERNANCE COMMITTEE</b>	No Report	
<b>NOMINATING COMMITTEE</b>	No Report	
<b>COLLEGE OUTREACH AND MENTORING</b>	No Report	
<b>EXTERNAL STAKEHOLDER COMMITTEE</b>	No Report	
<b>LEGAL AND LEGISLATIVE COMMITTEE</b>	No Report	
<b>GOLF COMMITTEE</b>	No Report	
<b>HOT TOPIC</b>		