

# MINUTES

## State Board of Examiners of Environmental Professionals

### Regular Meeting – June 9, 2011

#### Call to Order and Sign-In

A regular meeting of the State Board of Examiners of Environmental Professionals (“the Board”) was called to order on Thursday, June 9, 2011, at 9:07 a.m. in the Russell Room, 3<sup>rd</sup> Floor, 79 Elm Street, Hartford, by Chair D. Ruzicka. Board Members J. Adams, J. Loureiro, R. Potterton, K. Meloy, A. Phillips-Griggs, S. Holtman, and C. Buchholz were present. Also present were DEP staff member K. Maiorano; and N. Walter of EPOC.

#### Reading and Approval of the Minutes

The draft minutes of the Board meeting of May 12, 2011, were read and approved as written; motion: Adams; second: Loureiro; passed unanimously.

#### Public Participation

N. Walter of EPOC stated that the EPOC subcommittee was still evaluating distance learning (e.g., web-based continuing education courses), and hopes to have recommendations regarding such to present to the Board at our next meeting. He also indicated that for web-based continuing education courses taken in Maine and New Hampshire, less than 5% of those audited for such courses failed the audit. Maine will revoke a license for failing to meet CEC requirements.

#### Unfinished Business and General Orders

##### **Update on complaint 10-101**

Potterton reported that a settlement meeting was scheduled to take place right after today’s Board meeting.

##### **Update on complaint 10-102**

Maiorano reported that the LEP that is the subject of this complaint has not renewed his license.

### **Proposed LEP Regulation Revisions**

Ruzicka reported that the Hearing Officer's report is in progress, and tentatively planned to be completed in early July 2011.

### **CHRO Complaint**

Ruzicka reported that the complainant filed a rebuttal to the Board's response to the Complaint.

### **New Business**

#### **LEP Renewals**

Maiorano reported that of the LEP renewal applications filed, approximately 25 had apparent issues regarding the completeness of the application or CEC summary form, or the application indicated that less CECs had been taken than required. Maiorano also reported that approximately 20 existing LEPs had not sent in renewal applications.

Motion to authorize Commissioner to issue licenses to those who filed timely and sufficient renewal applications Adams, second Loureiro; approved unanimously.

Motion to authorize Commissioner to waive the deadline and issue licenses to those who filed a sufficient renewal application after June 1, 2011 but before June 14, 2011 Adams, second Holtman; approved unanimously.

Motion to authorize Commissioner to waive the deadline, apply a 10% late fee, and issue licenses to those who filed a sufficient renewal application on or after June 14, 2011 but before July 1, 2011 Phillips-Griggs, second Buchholz; approved unanimously.

The Board administrator will send a notice to those LEPs that submitted a timely but insufficient renewal application that they have 30 days from the date of mailing of the notice to make the application sufficient.

Any renewal applications submitted untimely and insufficient expire as a matter of law.

#### **Course Approval Requests**

Course approval request from LEP for course titled "*Geological Society of Connecticut Field Trip*" for 6.5 CECs (2010 course) and 4 to 6 CECs (2011 course)  
Due to lack of sufficient details regarding schedule and relevance, motion to deny Meloy; second Potterton, passed unanimously.

Course approval request from LEP for course titled "*Basic Class for Water Operators*" for 9.5 CECs

Due to lack of relevance, motion to deny Meloy; second Potterton, passed unanimously.

Course approval request from LEP for course titled “*Revised CAM; What you need to know*” for 4 CECs

Due to lack of relevance, motion to deny Meloy; second Holtman, passed unanimously.

Course approval request from LEP for course titled “*Environmental Forensics*” for 6 CECs

Motion to approve for 6.75 CECs Meloy; second Loureiro, passed unanimously.

Course approval request from LEP for course titled “*Optimizing Site Assessment and Remediation to Expedite Site Closure*” for 8 CECs

Motion to approve for 8.5 CECs Adams; second Phillips-Griggs, passed unanimously.

### **LEP Exam and Licensing**

Motion to go into executive session to review test questions flagged by the examination contractor, and invite Maiorano, Adams, second Holtman; passed unanimously.

Motion to authorize Commissioner to issue licenses to those passing the exam Adams, second Phillips-Griggs; approved unanimously.

### **Added Item**

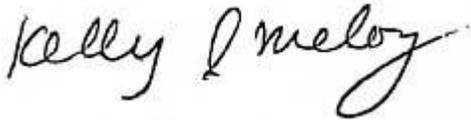
The Board received a request from a University of Connecticut alumnus regarding whether or not providing LEP services to the University represents a potential conflict of interest under the LEP regulations given the LEP’s alumnus status. The Board decided that Chair Ruzicka would inform the alumnus that a declaratory ruling would have to be requested to get a formal ruling in this regard.

**Adjournment**

Upon a motion by Adams; second: Phillips-Griggs; approved unanimously; Chair Ruzicka declared the meeting adjourned at 11:15 p.m.

Minutes approved on September 8, 2011.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kelly Meloy". The signature is written in black ink and is positioned above the printed name.

Kelly Meloy  
Board Representative