

## **MINUTES**

### **State Board of Examiners of Environmental Professionals**

#### **Regular Meeting – March 10, 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, March 10, 2011, at 9:10 a.m. in the Russell Room, 3<sup>rd</sup> Floor, 79 Elm Street, Hartford, by Chair D. Ruzicka. Board Members J. Loureiro, R. Potterton, K. Meloy, Alisa Phillips-Griggs and D. Askew were present. Also present were DEP staff members K. Maiorano, and N. Walter of EPOC.

##### **Reading and Approval of the Minutes**

The draft minutes of the Board meeting of February 17, 2010, were read, a typo was corrected on page 3 then approved as written; motion: Meloy; second: Potterton; passed unanimously.

##### **Public Participation**

N. Walter of EPOC stated that they are ready to start helping provide trial runs for Web based courses and help to set standards for Web courses.

##### **Unfinished Business and General Orders**

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

Loureiro and Potterton reported ongoing negotiations with the LEP.

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

Meloy reported that the compliance meeting was rescheduled to the week of March 28th.

###### **Update on IACET**

Ruzicka stated that Phillips-Griggs had found a link on the internet for American National Standards Institute/International Association for Continuing Education and Training (ANSI/IACET) that described the national standards used for promoting and ensuring quality in the continuing education and training field. IACET has established

an “Authorized Provider” certification program for continuing education and training practices. The Authorized Provider is certified as to its process for providing a framework for a quality continuing education and training system, the planning process considers and encompasses all elements of the process simultaneously to ensure a quality system is established.

There are 10 learning category definitions that contain the criteria applicable to the quality learning process, ranging from the identification of the group or unit that will be responsible for training, to issuing the final certificate of attendance. Chair Ruzicka asked that Maiorano e-mail the link to the Board for their consideration.

### **Update on Regs**

Ruzicka reported that the hearing officer’s report was in progress.

### **Course approval request from ITRC for course titled “ITRC’s Vapor Intrusion Pathway:A Practical Guideline” for 16 CECs [was previously approved for 15.5 CECs]**

Motion Meloy; second Loureiro; passed unanimously. The course provider added additional instructional material and cut lunch to ultimately equal 16 contact hours. The course was approved for 16 CECs.

### **Review of Additional Information regarding 7 applications for the examination**

#### **Application 2011 00647**

Upon a motion by Loureiro, second Meloy; passed unanimously; the application was denied because he did not demonstrate requisite responsible charge experience.

#### **Application 2011 00695**

Upon a motion by Potterton, second Askew; passed unanimously; the application was denied because the degree was not fundamentally equivalent to one listed in the regs.

#### **Applications 2011 00687, 2011 00689, 2011 00696, 2011 00703 and 201100726**

Upon a motion by Meloy second Phillips-Griggs passed unanimously; the applications were approved to be admitted to the examination.

### **New Business**

Course approval request from LEP for course titled “*Fundamentals of Organic Chemistry*” for 8 CECs

Violette had e-mailed Maiorano and wanted to express her opinion that she felt the course should be denied. She did not feel it relevant to LEP CECs, she felt LEPs should have a basic knowledge of the subject and not get credit for such a course.

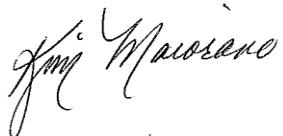
The Board discussed the course, and although basic, felt it could be a good refresher. Motion to approve Meloy, second Potterton, passes unanimously.

### **Adjournment**

Upon a motion by Potterton; second: Holtman; approved unanimously; Chair Ruzicka declared the meeting adjourned at 10:11a.m.

Minutes approved on April 14, 2011 and May 12, 2011.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kim Maiorano". The signature is fluid and cursive, with "Kim" on the left and "Maiorano" on the right.

Kim Maiorano  
Board Administrator