

# MINUTES

## State Board of Examiners of Environmental Professionals

### Regular Meeting – May 12, 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, May 12, 2011, at 9:15 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, A. Phillips-Griggs, J. Adams and S. Holtman were present. Also present were DEP staff members K. Maiorano and N. Walter of EPOC.

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

The minutes of the Board meeting of March 10, 2011, were read and approved with revisions. motion: Phillips-Griggs; second: Loureiro; Adams and Holtman abstained because they were not present at that meeting, otherwise passed unanimously.

The minutes of the Board meeting of April 14, 2011 were read and approved as written, motion Adams, second Phillips-Griggs, Holtman abstained, otherwise passed unanimously.

The minutes of the Special Board meeting of April 29, 2011 were read and approved as written, motion Adams, second Loureiro passed unanimously.

#### **Public Participation**

N. Walter reported that EPOC put together a subcommittee that looked at 23 different licensing bodies and how they view distance learning. He found that other states and agencies use a lot more professional judgment from the licensee than Connecticut allows. Some of them approve the sponsors, some leave it up to the licensee to take courses relevant to their continuing education requirements. Walter said they found hundreds of internet based courses on-line.

Potterton thought that the Board may wish to think about approving the course sponsors rather than get into looking at or approving each individual course itself.

Loureiro said that when Maine first instituted continuing education requirements for PEs, they did it mostly on the honor system. The Maine PE Board did conduct audits of a percentage of the PEs to ensure compliance with CEC requirements. What they found was that 90% of the PEs audited “made up” their CECs, and did not have enough credits. They failed the audit for non-compliance with their coursework.

Chair Ruzicka expressed her thanks to Walter and the subcommittee of EPOC, she told him she appreciates all the time and effort they have put into researching distance learning courses. She found the information interesting, and knows that it will also be helpful when making decisions in the future.

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

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

Loureiro and Potterton reported ongoing negotiations with the LEP.

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

Maiorano reported that the compliance meeting was cancelled because the LEP was sick and the meeting had not yet been rescheduled.

#### **Discussion of Complaint Process**

Potterton wanted to discuss the current process for handling complaints. He felt that 2 or 3 people reviewing a complaint and conducting the compliance meeting would be better than having just 1 person during this process. He has been working with Loureiro on complaint 10-101 and found it beneficial to have another person to work with. He felt it would also help in avoiding any potential personality conflicts.

Chair Ruzicka expressed concern that there may not be enough people to participate in a hearing should a complaint warrant such.

After a brief discussion, it was agreed that 2 people participating in a complaint is generally going to be better than 1 person in ensuring there is consistency within the complaint and disciplinary process. One person could step down and evaluate whether the complaint has any merit. If it does, then someone else could participate in the process.

The Board agreed that it is an important part of what they do.

### **Discussion of Web Based Courses - Midwest GeoSciences**

Midwest GeoSciences had documented that they followed a process for distance learning webinars that was developed by Northern Illinois University. Their process was very similar to the standards developed by ANSI for online courses. Midwest GeoSciences had submitted several courses for approval a few months ago and there were two that were of sufficient length.

Motion to approve Midwest GeoSciences webinar titled *“Pumping Tests for Aquifer Evaluation”* for 6 .0 CECs. Potterton; second Holtman passed unanimously.

Motion to approve Midwest GeoSciences webinar titled *“Glacial Sequences”* for 4.5 CECs Adams; second Phillips-Griggs passed unanimously.

Motion to require all 4 parts and all 3 parts of these two webinars to be completed in order to obtain any credit at all Potterton; second Holtman passed unanimously.

Motion to instruct course provider to issue certificates of attendance for both webinars only after completion of all segments of such course Holtman, second Loureiro passed unanimously. No partial credit will be issued these courses.

### **Update on Regs**

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

### **New Business**

#### **Discussion of Verutek conference titled “Second Annual Conference Green Technologies for the Environment” number of appropriate CECs**

Maiorano reported that she had just become aware that the providers of Verutek’s Green conference given in the fall of 2009 had misunderstood the Board’s CEC requirements for conferences being 50% of the contact hours in attendance, and inadvertently issued 4 CECs to anyone at the conference, regardless of the number of actual hours in attendance. Maiorano notified the people at Verutek and they knew they needed to reissue the certificates of attendance to the attendees at a 50% credit per contact hour. The Board discussed options and decided that the conference provider, Verutek should notify LEPs of the error.

#### **Course approval request from LEP for course titled “Case Studies of Mass DEP Findings on “Environmental Risk Characterizations”**

Motion to approve for 8 CECs Adams, second Holtman; passed unanimously.

### **Discussion of Kansas Board of Technical Professionals**

Chair Ruzicka had recently discovered that Kansas has a super board for their state that oversees licensing of many different professionals, i.e. engineers, surveyors, etc. She received a copy of their quarterly newspaper that showed a listing of all of the disciplinary actions that were taken; who took and passed the exams and pictures of the license awarding ceremonies they have. The newspaper was also a summary of all the actions of the Board for that quarter.

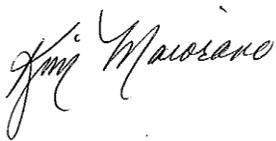
Chair Ruzicka thought it would be a good idea to award licenses at similar ceremonies and publish an annual report of the Board's actions. It was decided that each Board member could take turns writing such report or portions of such report.

### **Adjournment**

Upon a motion by Potterton, second Loureiro, passed unanimously; Chair Ruzicka declared the meeting adjourned at 10:30 am.

Minutes approved on June 9, 2011.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kim Maiorano".

Kim Maiorano  
Board Administrator