

# MINUTES

## State Board of Examiners of Environmental Professionals

### Regular Meeting – January 12, 2012

#### Distance Learning

As a result of inclement weather and associated traffic incidents, a quorum had not been achieved by 9:10 AM. Due to time constraints on the presenters from EPOC, the presentation concerning distance learning was begun since no actions were necessary to be taken by the Board. Presenters included Nelson Walter of EPOC and Gary Robbins of the University of Connecticut.

Mr. Walter provided a PowerPoint presentation that focused on NY PE's process for approving sponsors/courses. The PE Board does not approve individual courses, rather they approve sponsors that review and approve courses and allocate the appropriate number of CECs.

The presentation included reviewing the course acceptance criteria developed by PIE and ANSI/IACET. Both standards appeared rigorous, with attention to the content, instructors and procedures to which course providers must adhere. In particular the requirement for acceptance that a distance learning course must have a mechanism at the completion of the course to test learning provided the Board comfort that attendees must view and comprehend the materials to receive credit.

In addition to accreditation by an acceptable and vetted sponsor the Board settled on two concepts that would be necessary for approval of a distance learning course. These included:

- On-line/distance learning courses must include an assessment at the completion of the course to evaluate comprehension of the material/content.
- The Board would retain the responsibility to review content to insure consistency with CT LEP regulatory requirements.

No formal actions were taken.

Note: At 9:40 a quorum was achieved with the arrival of Carol Violette

#### 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, January 12, 2012, at

10:43 a.m. in the Russell Room, 3<sup>rd</sup> Floor, 79 Elm Street, Hartford, by Chair D. Ruzicka. Board Members J. Adams, R. Potterton, C. Violette, J. Loureiro and C. Buchholz were present. Also present were DEP staff member K. Maiorano; and Nelson Walter of EPOC and Dr. Gary Robbins of University of Connecticut.

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

The draft minutes of the Board meetings of December 8, 2011 were read and approved as written; motion: Loureiro; second: Buchholz; passed unanimously.

### **Public Participation**

Distance Learning presentation by EPOC was completed by Nelson Walter prior to the meeting being called to order. No other public participation.

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

#### **LEP Board Meeting Schedule**

The schedule of meetings for 2012 was distributed. Meetings will be held on the following dates:

January 12, 2012	July 12, 2012
February 16, 2012	August 9, 2012
March 8, 2012	September 13, 2012
April 12, 2012	October 11, 2012
May 10, 2012	November 8, 2012
June 14, 2012	December 13, 2012

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

A motion made by Adams for the Board to accept the Consent Order and recommend acceptance by the Commissioner was seconded by Violette and passed unanimously.

#### **Update on Regs**

Chairperson Ruzicka reported that Hearing Officer Robert Bell was close to finishing his report.

### **Update on Affirmative Action Complaint**

The Board was found not to have been in violation by the CHRO and the Affirmative Action Office of DEEP. The Affirmative Action Office report recommended that the Board review its definition of “Responsible Charge” to insure future consistency. The “Responsible Charge” definition from the LEP regulations was reviewed by the board. The Board agreed that it would be exceptionally rare for an applicant to have “Responsible Charge” experience in the initial four years of a career. Also, if the “Engaged In” experience is less than 50% then the investigation and remediation of releases of hazardous waste or petroleum products is not a primary responsibility and no “Engaged In” or “Responsible Charge” experience would be awarded for that position.

### **Review of LEP Examination Application and Review Worksheets**

The LEP Examination Application was reviewed and it was decided to remove the “% time in responsible charge in this position” question from page 3 of 9 to avoid confusion on the part of the applicant. To the extent possible the applicant’s name will be removed from the applications reviewed by the Board and from the reviewer and subcommittee worksheets. The subcommittee worksheet will be revised to reflect initial review comments and remarks from subsequent reviews.

### **New Business**

#### **Course Approvals**

Course approval request from Gary Robbins for online course titled “**Determining Hydraulic Conductivity While Low Flow Sampling**” for CECs.

Motion to approve for 4.0 CECs by Loureiro and seconded by Potterton, passed unanimously.

#### **Item Development**

Scheduled for April 4, 2012 at the Double Tree Inn in Windsor Locks. Five volunteer LEPs are required.

#### **Test Assembly**

Scheduled for May 2, 2012 at the Double Tree Inn in Windsor Locks. Five volunteer LEPs are required.

#### **Complaint #12-101**

A new complaint was submitted to the Board. Violette and Buchholz volunteered to step down to review the complaint.

**Other Business**

Chris Buchholz had reviewed the Transformation Document from a lenders perspective. He raised concerns including need to expedite investigations and remediation, what would happen if a property was sold and ultimately an audit rejected the Verification and the impacts to lenders. An item will be placed on the February agenda to discuss Chris's findings/concerns.

**Adjournment**

Upon a motion by Louriero; second: Adams; approved unanimously; Chair Ruzicka declared the meeting adjourned at 12:00 PM.

Minutes approved on February 16, 2012.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John E. Adams". The signature is fluid and cursive, with the first name "John" being the most prominent part.

John E. Adams  
Board Co-Secretary