



# STATE OF CONNECTICUT

## Board of Examiners of Environmental Professionals

Board Members:  
Denise Ruzicka, PE, Chairman  
John Adams, LEP  
Michelle Gamache  
Robert F. Good, Jr., LEP  
Stephen Holtman PE, LEP  
Jeffrey Loureiro, PE, LEP  
Kelly Meloy, LEP  
Elsie Patton  
Alisa Phillips-Griggs  
Carol Violette, PhD, CHMM

### MINUTES

#### State Board of Examiners of Environmental Professionals

#### Regular Meeting – December 14, 2017

##### A. 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, December 14, 2017 at 10:40 AM in the Russell Hearing Room on the 3<sup>rd</sup> floor, 79 Elm Street, Hartford, by Chair Ruzicka. Board members J. Adams, J. Loureiro, R. Good, M. Gamache, E. Patton, A. Phillips-Griggs and S. Holtman (via phone) were present. Board Administrator K. Maiorano, Nelson Walter representing the EPOC, and Jacques Gilbert of DEEP were present.

##### B. Reading and Approval of the Minutes

The draft minutes of the Regular Board meeting of October 12, 2017 were read and approved with minor corrections; motion by J. Loureiro, seconded by A. Phillips-Griggs, passed unanimously.

The draft minutes of the Regular Board meeting of November 9, 2017 were read and approved with minor corrections; motion by M. Gamache, seconded by J. Loureiro, passed unanimously with E. Patton abstaining.

##### C. Public Participation

Nelson Walter had nothing to report, Jacques Gilbert wished everyone Happy Holidays.

##### D. Unfinished Business and General Orders

###### Update on complaint #17-101

R. Good reported that the reports had been reviewed, issues that they want to discuss with the LEP had been developed and they were arranging a meeting prior to meeting with the LEP. J. Loureiro will provide additional review if necessary.

## **Continued Web Discussion -Appraisal Institute Summary**

The Appraisal Institute Summary provided a great structure for disciplinary actions. M. Gamache provided an overview of the various levels of disciplinary action that may be used in appraiser disciplinary actions. There is an ability to expunge the record after a certain period for lesser disciplinary actions. Major disciplinary actions are on a permanent record and state boards are notified. There is a professional ethics course that is mandatory every five years and lays out the disciplinary actions that may be taken by the Institute.

Chair Ruzicka reported that she and K. Maiorano had reviewed various state licensing websites to determine how accessible the disciplinary actions were to be reviewed. It was a range of difficulties in getting to the disciplinary actions and the results of those actions. Chair Ruzicka urged members to view various websites and return with some idea as to whether there should be a time period after which disciplinary actions are removed from the Site.

### **E. New Business**

#### **Budget Bill 1502**

Chair Ruzicka brought to the Boards attention that the budget implementer bill included a provision requiring that DEEP approve certain permits within 90 days or they would be deemed approved. The provision included reference to the LEP Program. The Department is still digesting the intent of this Statutory change. It may require that applications only be submitted during a window and applications submitted before that window would be denied. The action that must occur within 90 days is a determination as to whether an individual is accepted to the exam. It may be a problem if we request additional information of an applicant whether the determination may be done within 90 days. Acceptance to the exam would be a ticket to take the exam and when the applicant takes the exam, the ticket would be provided to the test administrator and the new time frame would start. From the date of the exam, the determination must be made within 90 days as to whether the applicant passed the exam.

Renewals would also be subject to the 90-day approval. The board may establish a window during which applications for renewal can be accepted. The form could be changed each year and the form would not be put on the website until 90-days before the July 1<sup>st</sup>.

#### **Complaint #17-102**

S. Holtman and E. Patton volunteered to review this complaint.

## Course Approvals

Course approval request from ITRC for expanded course CTLEP-432 “**Increasing Remediation Success: Focus on Planning, Implementation and Combining Technologies**” from 6 to 8.0 CECs. Motion to approve for 8.0 CECs by J. Loureiro, seconded by R. Good, passed unanimously.

Next meeting is January 11, 2018 at 9:30AM.

### F. Adjournment

Upon a motion by R. Good, seconded by M. Gamache, Chair Ruzicka declared the meeting adjourned at 11:45 AM.

Minutes were approved on February 15, 2018.

Respectfully submitted,



John E. Adams  
Board Secretary