

## MINUTES

### State Board of Examiners of Environmental Professionals

#### Regular Meeting – December 12, 2013

##### 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 12, 2013 at 11:11 a.m. in the Russell Room, 3<sup>rd</sup> Floor, 79 Elm Street, Hartford, by Chair D. Ruzicka. Board Members Jeffrey Loureiro, Elsie Patton, Alisa Phillips-Griggs, Robert Good, Steve Holtman, Chris Buchholz were present. J. Adams joined the meeting at 11:25 a.m. Also present was Board staff member K. Maiorano and Nelson Walter representing EPOC.

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

The draft minutes of the Board meeting of November 14, 2013 were read and approved as written motion by A. Phillips-Griggs, second: J. Loureiro passed unanimously, with abstentions by S. Holtman and E. Patton.

##### C. Public Participation

There was no public participation.

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

###### **Distance Learning**

The regulations have been submitted to the Governor’s office and Office of Policy and Management for review.

###### **Update on complaint 11-102 and 11-103**

A compliance meeting is still scheduled for January 29<sup>th</sup> with the LEPs. The FOIA request associated with the complaints has been completed.

###### **Update on complaint 13-101**

K. Meloy and R. Good spoke with the complainant and are collecting information and will report back next meeting.

**E. New Business**

**Course Approval Requests**

Course approval request from LEP for course entitled "**Introduction to Ecological Risk Assessment**" for 11.5 CECs. K. Maiorano represented K. Meloy by proxy recommending the approval of the course for 13.0 CECs. Motion to approve S. Holtman, seconded by A. Phillips Griggs, passed unanimously.

**Board meetings for 2014**

The schedule of the meetings of the Board for 2014 was developed with a note that January, February, September and October were rescheduled to the third Thursday.

**F. Adjournment**

Upon a motion by C. Buchholz; second by Jeffrey Loureiro; approved unanimously; Chair Ruzicka declared the meeting adjourned at 11:31 a.m.

Minutes approved on January 16, 2014.

Respectfully submitted,



Kim Maiorano  
Board Administrator