

# MINUTES

## State Board of Examiners of Environmental Professionals

### Regular Meeting – March 14, 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, March 14, 2013 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. Adams, R. Potterton, A. Phillips-Griggs, K. Meloy (by phone) and C. Buchholtz were present. Also present were DEEP staff member K. Maiorano and Nelson Walter of EPOC.

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

The draft minutes of the Board meetings of February 16, 2013 were read and approved as written; motion: R. Potterton; second: J. Adams passed unanimously other than C. Buchholtz and A. Phillips-Griggs who abstained.

The draft minutes of the Board meetings of February 27, 2013 were read and approved as written; motion: C. Buchholtz; second: J. Adams passed unanimously.

#### C. Public Participation

N. Walter of EPOC stated that he had nothing new to report at this time

#### D. Unfinished Business and General Orders

##### **Update on Transformation Process**

The Board reviewed a draft letter that would be sent to Graham Stevens and Robert Bell concerning the draft proposal for a Transformed Cleanup Program dated February 7, 2013. Additional materials will be provided by J. Adams with input from J. Lourerio. Once the pieces are together Chair Ruzicka will assemble the letter and circulate one last time for review by Board members.

The letter stresses the fact that the Board represents many different interests, including the environmental, business, lending and LEP communities. The goal will be to complete the letter by Friday, March 15, 2013 and send by 3:00pm.

The Board will invite Graham Stevens to the April meeting, to be rescheduled to April 4<sup>th</sup>.

## **Distance learning computation of time - EPOC**

Chair Ruzicka provided a redline copy of the revised regulations that would incorporate distance learning. Mr. Walter also provided a draft redlined version. Questions to be considered included what is the pass rate for end of course assessments. A rate of 75 to 80% was discussed. If a passing score was not achieved, would the student need to circle back and re-take the course before being able to re-take the end of course assessment.

The process of evaluating a course for credits was also discussed by the Board. The concept provided by Mr. Walter that at least three persons evaluate the course seemed reasonable.

Chair Ruzicka passed out a NY Times article about the use of web cams to proctor exams. The point she stressed was to draft language that would consider future developments in technology.

The hardship language was discussed as presented in Chair Ruzicka's redline draft. The Board will revisit this issue at our next meeting.

The length of a sponsor's accreditation and the Board's ability to retract an accreditation was discussed. This issue will be further discussed at the next meeting.

The Board discussed the inclusion of a sunset provision for all courses that would limit the length of time that a course was accredited. Upon expiration the course provider would need to reapply for continued Board approval.

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

A meeting has been rescheduled to late April or early May with the LEPs.

## **E. New Business**

### **Course Approval Requests**

Course approval request from The Nielsen Environmental Field School for course titled "**The Complete Soil Sampling Field Course**" for 20.0 CECs. Motion to approve for 20.0 CECs by K. Meloy, seconded by R. Potterton, passed unanimously.

Course approval request from LEP for course titled "**Application of Steady-State and Transient Multi-Layer Analytical Element Groundwater Models**" for 24.0 CECs. Motion to table by K. Meloy, seconded by C. Buchholz, passed unanimously.

### **Proposed Bills 5825 & 1082**

These bills continue to be considered by the Legislature. The Board will continue to be alert to the developments of the legislature, particularly if a public hearing is held.

**Email from LEP regarding certification**

The LEP continues to email Chair Ruzicka concerning this issue. Chair Ruzicka continues to point the LEP to the regulations.

**Additional information from applicant for the LEP examination**

Information was requested in a letter from K. Maiorano. No additional information was provided by the LEP. R. Potterton made a motion to deny application number 2013-00708 entrance to the 2013 licensing examination, seconded by J. Adams, passed unanimously.

**Letter from LEP regarding consent order**

The LEP has asked that the disciplinary action be removed from the web site and that the consent order be determined to be in compliance. The Consent Order required that the LEP take a Verification Course, however it has not been offered since the LEP entered into the Consent Order. Chair Ruzicka has consulted Jack Looney concerning the Consent Order. A Consent Order is not complied with until the obligations agreed to are met. The Board did not agree at the time of the Consent Order to remove the reference from the website.

The Board suggested that the LEP request approval of another course that may provide similar material for the Board's consideration. The web site will continue to show the Consent Order along with others entered into, but upon satisfying the Consent Order, a Certificate of Compliance will also be referenced on the Site.

**Staffing Needs**

The Board questioned the amount of time that K. Maiorano spends on Board matters. It is clear that under the current requirements of the Board, there is not sufficient staffing to meet the demands of the Board. With Transformation, additional demands will be placed on DEEP staff providing assistance to the Board. The Board was of the consensus that additional staff time is required now and will increase with changes.

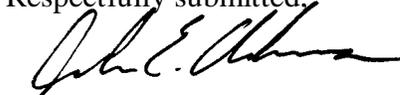
Next Meeting is April 4, 2013 at 9:00am.

**F. Adjournment**

Upon a motion by C. Buchholz; second: R. Potterton; approved unanimously; Chair Ruzicka declared the meeting adjourned at 10:17am.

Minutes approved on April 4, 2013.

Respectfully submitted,



John E. Adams  
Board Co-Secretary