



STATE OF CONNECTICUT

Board of Examiners of Environmental Professionals

Board Members:
Denise Ruzicka, PE, Chairman
John Adams, LEP
Christopher Buchholz
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 – April 14, 2016

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, April 14, 2016 at 9:35 AM in Russell Hearing Room on the 5th floor, 79 Elm Street, Hartford, by Chair D. Ruzicka. Board members J. Adams, S. Holtman, J. Loureiro, A. Phillips-Griggs, R. Good and E. Patton were present. Also present was Board Administrator Kim Maiorano, Nelson Walter representing the EPOC and Robert Robinson and Claire Foster from DEEP.

B. Reading and Approval of the Minutes

The draft minutes of the Regular Board meeting of March 10, 2016 were read and approved as written; motion by A. Phillips-Griggs, second: J. Loureiro, passed unanimously.

C. Public Participation

Nelson Walter was present representing EPOC and reported that EPOC was in the process of reviewing the WAVE 2 Concepts document and would be providing comment to the Department. EPOC appreciates the significant efforts the Department personnel have put into preparing the document.

D. Unfinished Business and General Orders

Audit Updates

Robert Robinson and Claire Foster were in attendance to provide and update on the audit process completed by the Department. Ms. Foster has taken over the audit responsibilities for the Verification Program. The transition from Mr. Robinson to Ms. Foster has been seamless. Ms. Foster and Mr. Robinson distributed the most recent statistics for the program (attached). A total of 1,014 have been received, 932 have been processed and 73% have received no audit letters.

The process involves an administrative review for completeness, then a preliminary screening for use of self implementing provisions, and whether the big picture items have been included. Based on this preliminary review, a determination is made as to whether to perform a complete audit of the Verification. Another trigger is if a Verification is submitted and the Site Manager is concerned that the Verification may be premature. Mr. Robinson reported that the audits are not random and the selection is skewed to pick those sites that have some issues. The focused nature is primarily due to the staffing constraints.

Mr. Robinson suggested that future audits may be better focused on specific issues that rise to the top of the list for a particular site. An example may be the claim that a no release had occurred in a specific AOC. A substantial discussion followed which was generally supportive of the focused approach.

Mr. Robinson asked the Board how best the DEEP could report to the Board on Verifications and the audit program. The Board suggested that an annual report would be appropriate that included a list of repeated problems that are identified. Ms. Patton suggested that it is very valuable to share this information at the Remediation Roundtable.

Mr. Robinson and Ms. Foster were thanked by Chair Ruzicka for their presentation and that they were welcomed back at any time they believe it would be appropriate to discuss issues with the Board.

Renewal Booklet

Discussion on this matter was tabled until the Board's next meeting.

Update on complaint #15-101

Ms. Patton and J. Adams reported that they had reviewed the materials and were recommending a compliance meeting with the LEP. A date is being arranged with D. Wrinn of the AG's office for the meeting.

Update on complaint #16-101

R. Good and S. Holtman reported that based on their review of materials they concluded that a compliance meeting with the LEP was warranted.

Item Development and Test Assembly

September 28th Item Development

Volunteers from the Board included E. Patton and J. Loureiro

October 26th Test Assembly

Volunteers from the Board included J. Adams and S. Holtman

E. New Business

Previously Approved Course Revised

Course approval request from the Nielson Environmental Field School for various distance learning courses for CECs (see listing below). These courses have all been approved for classroom CECs and are being converted into distance learning courses. Nielson is requesting approval for the on-line courses. Nielson also requested that they be approved as a Sponsor. The approval would require completion of a form prescribed by the Commissioner. The form has not yet been completed.

#067 The Environmental Sampling Field Course 32.0 CECs
The Environmental Sampling E-Course

#227 The Complete Ground-Water Monitoring Field Course 38.0 CECs
The Complete Ground-Water Monitoring E-Course

#068 Monitoring Well Design, Construction & Development 17.0 CECs
The Ground-Water Monitoring Well Design, Construction & Development E-Course

#069 The Ground-Water Sampling Field Course 16.5 CECs
The Complete Ground-Water Sampling E-Course

#065 Micro-purge Low-Flow Purging & Ground-Water Sampling 8.0 CECs
#224 The No-Purge Sampling Field Course 8.0 CECs
Combined to Form: The Low-Flow Purging & Sampling and No-Purge Sampling E-Course (16 Hours)

#348 The Complete Soil Sampling Field Course 20.0 CECs
The Complete Soil Sampling E-Course

#94 Soil Sampling for Volatile Organic Compounds 8.0 CECs
The Soil Sampling for Volatile Organic Compounds E-Course

After discussion, J. Loureiro volunteered to draft a form for use to approve an entity as a sponsor or proctor, based on the requirements presented in the revised regulation. Approval of the courses for distance learning was tabled until the form is approved and Nielson submits a form for each course.

Items of Information

EPOC will now be offering the course titled “**Design and Application of Insitu Technologies**” previously approved as Course # CT-411 for 5.0 CECs. The course was previously offered by Peroxychem.

Final Applicant Statistics

Total Applicants – 34
Repeats – 8
New Applicants – 26
 Admitted – 14
 Denied – 11
 Incomplete – 1

Next regular meeting is May 12, 2016.

F. Adjournment

Upon a motion by J. Adams and seconded by S. Holtman, Chair Ruzicka declared the meeting adjourned at 10:35 AM.

Minutes approved May 12, 2016.

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.

John E. Adams
Board Secretary



Connecticut Department of
 Energy & Environmental Protection
 Bureau of Water Protection and Land Reuse
 Remediation Division

LEP Program

Verifications Audited

As of 12/31/2015

RR/March 2016

TYPE		RESULT				
		TOTAL NOA's	Accepted	Rejected		Ongoing
				#	% of Completed Audits	
Form I		4	2	2	50%	-
Form II		37	16	19	54%	2
Form III	Final	100	42	53	56%	5
	Portion	2	-	2	100%	-
	Interim	3	-	2	100%	1
Form IV-supporting		80	41	38	48%	1
Form IV-final		5	4	1	20%	-
133x	Property	10	2	8	80%	-
	Portion	-	-	-	-	-
	Release Area	1	1	-	-	-
	Interim	-	-	-	-	-
133y	Property	8	6	3	38%	
	ELUR	2		2	100%	
TOTAL		253	114	130		9

NOA = Notice of Audit

1st Notice of Audit issued 1/10/1997

	Accepted	Rejected
Completed Audits (244)	47%	53%
% of all processed Verifications Received that have been Rejected		14%
% of all processed Verifications Received that were not audited, or audited and accepted	86%	



Connecticut Department of
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LEP Program

Verifications Submitted

As of 12/31/2015

RR/March 2016

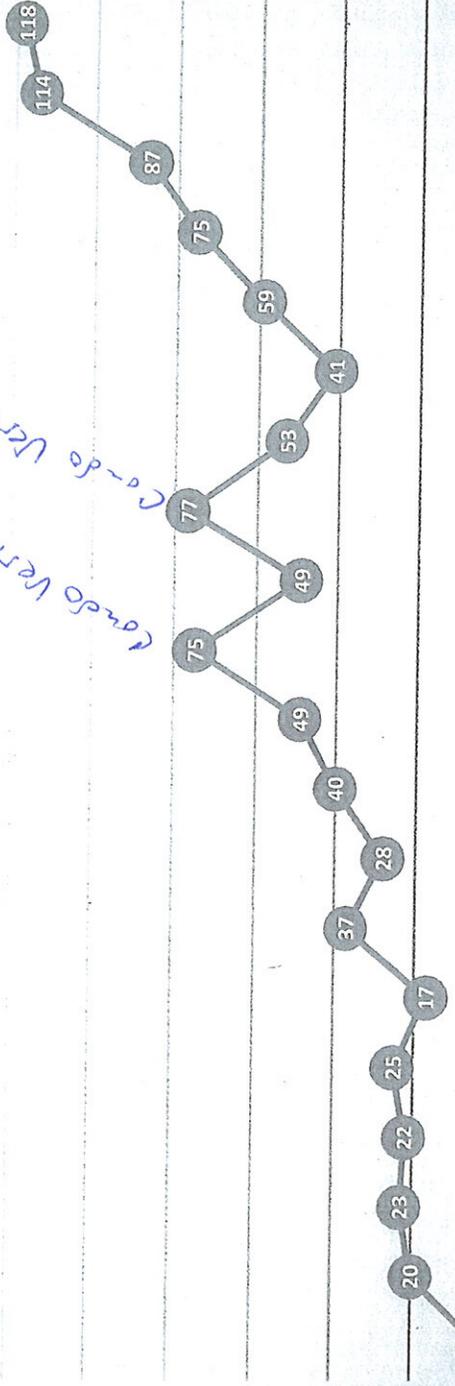
TYPE	TOTAL	Not Audited	Audited		Pending	Incomplete	
			#	% Audited			
Form I	14	10	4	29%	-	-	
Form II	90	38	37	49%	15	-	
Form III	Final	551	406	100	20%	35	10
	Portion	28	22	2	8%	1	3
	Interim	9	2	3	60%	4	-
Form IV-supporting	164	80	80	50%	4	-	
Form IV-final	73	66	5	7%	2	-	
133x	Property	47	36	10	22%	1	-
	Portion	1	1	-	-	-	-
	Release Area	7	6	1	14%	-	-
	Interim	-	-	-	-	-	-
133y	18	9	9	50%	-	-	
ELUR	3	1	2	67%	-	-	
RCRA	1	1	-	-	-	-	
TOTAL	1014	679	253		63	19	
Total Complete and processed Verifications	932						

1st Verification submitted 9/11/1996

TOTAL	Total Processed Verifications	Not Audited	Audited
1014	932	679	253
% of Processed Verifications		73%	27%

Annual Verifications

Condo Verifications
Co-Op Verifications



Year	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Verifications	3	20	23	22	25	17	37	28	40	49	75	49	77	53	41	59	75	87	114	118

Series 1

The twin peaks in 2005 and 2008 are due to multiple residential condominium verifications located on one site (26 Form IV-supporting verifications in 2005 and 26 Final Form IV verifications in 2008). This statutory requirement was subsequently exempt from Property Transfer filing requirements (hence verification of RSR compliance requirements).