



COMMONWEALTH OF MASSACHUSETTS
Board of Registration
of
Hazardous Waste Site Cleanup Professionals
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CONTINUING EDUCATION COMMITTEE

Minutes of Meeting on January 9, 2024

Approved on: February 13, 2024

Prepared by: Matt Lyne

Meeting Location: In person at MassDEP, 100 Cambridge Street, Boston, MA and remotely via GoTo Webinar

List of Documents Used at the Meeting:

1. Agenda
2. Course Approval Requests (2)
3. Webinar and Polling Question Email

- 1. Call to Order:** David Austin called the meeting to order at 12:04 p.m. Present in the room: David Austin. Present via GoToWebinar: Gail Batchelder, Gregg McBride, Kathleen Campbell, Kirk Franklin, Patrick Herron, James Smith, Craig Ellis and Paul McKinlay. Board members absent: None.

Staff members present in the room were: Terry Wood, Matthew Lyne, Notoshia Dix and Jared Muggeo. Staff member present via GoToWebinar: Chris Borges. Also present in the room: Millie Garcia-Serrano from MassDEP. Also present remotely via GoToWebinar were: Charles Young-LSP, Diane Baxter of MassDEP and LSP, Lori McCarthy-LSP, Wendy Rundle, LSPA Executive Director, Kristi Lefebvre, LSPA Communications Manager, and Michelle Zelch, LSPA Program & Events Manager.

- 2. Announcements:** New Board Staff hires & introductions: Terry Wood, Executive Director and Jarred Muggeo, General Counsel.

3. Previous Minutes:

Board staff noted that the transcript of the Committee's previous meeting had been posted on the Board's webpage.

4. Old Business:

None

5. New Business

a. Course Approval Requests

- i. MassDEP: MCP 2024 Amendments Training, (4 DEP Regulatory credits). In Person: January 11, 2024, 8:00 a.m. to 12:15 p.m., Double Tree Hotel, Westborough, MA. Live Webinars, two separate 2-hour sessions, January 23, 2024 and January 30, 2024, 10:00 a.m. to 12:15 p.m. Future On Demand courses to be offered based on the two live webinars with 2 DEP Regulatory Credits awarded for each 2-hour session completed. Committee discussed the 3 various credit options and the 3 methods of course delivery. **Recommended Approval.**

- ii. LSPA: DEXSORB PFAS Treatment Technology Overview and Case Studies, (1 Technical credit, Live Webinar January 17, 2024, 4:00 p.m. to 5:00 p.m., and future On Demand). **Recommended Approval.**

- b. **Live Webinars & Polling Questions to Confirm Attendance** Course Provider requested guidance regarding LSP attending a live webinar, but not responding to polling questions as required. Email from Course Provider indicated that LSP stated that they were not aware of the polling question requirement, although the email did contain that requirement in writing. Course Provider did confirm that LSP was logged into the course at the beginning and stay logged on throughout the course. Course Provider indicated that audio issues affected all attendees during the first 10 minutes of the 4-hour course, but no other LSP failed to respond to the polling questions. Board members indicated that polling questions are necessary to make sure attendees participate in the live webinar. As the Course Provider offered to provide a recording to the attendee and request that the attendee respond back with the answers to the polling questions, the Board provided guidance to allow that option to support the Course Provider in issuing the Attendance Certification Form.

c. **Online Portal Update-Jona Kuci, EEA Accela Program Manager**

Jona Kuci provided an update on the ePlace LSP online portal rollout. Annual Fee notices for 2024 were sent out on January 2, 2024 to all Active LSPs via the portal. All notices and reminders are automated through the portal. Of the 407 annual fee

notices sent out, 107 LSPs have paid their 2024 annual fees so far. The deadline for LSPs to pay the 2024 annual fee is March 1, 2024. 93% of LSPs have registered and linked to the new online portal, leaving 25 LSPs that have yet to register their account. Outreach has been ongoing with emails and phone calls to the LSPs that have not linked their accounts, but continued outreach will be slowing down. Board members indicated that outreach has been above and beyond what was necessary and it's not the Board's responsibility to track down the missing LSPs. Future outreach will be less aggressive and will consist of less frequent emails. The Accela team has also been working on enhancements and improvements to the portal.

6. Future Meetings:

The Committee's next scheduled meeting will be on February 13, 2024, both in person at 100 Cambridge Street, Boston, MA and remotely via Zoom.

7. Adjournment: The meeting was adjourned at 12:33 p.m.