



COMMONWEALTH OF MASSACHUSETTS
Board of Registration
of
Hazardous Waste Site Cleanup Professionals

MINUTES
of
BOARD MEETING
Held on June 11, 2024
[Approved: August 13, 2024]

Meeting Location: **100 Cambridge Street, Boston, MA and via ZOOM**

Prepared by: Terry Wood

List of Documents Used at the Meeting:

1. Board Meeting Agenda
2. Draft May 14, 2024 Board Meeting Minutes
3. ARP Docket
4. Renewal Docket

1. **Call to Order:** Diane Baxter, Board Chair, called the meeting to order at 12:19 p.m. Present via ZOOM: Gail Batchelder, Craig Ellis, Kirk Franklin, Patrick Herron, Gregg McBride, and Paul McKinlay. Board members present in the room: David Austin, Diane Baxter and Jamie Smith. Board members absent: Kathleen Campbell.

Staff members present in the room were: Chris Borges, Notoshia Dix, Matthew Lyne, and Terry Wood.

Also present remotely via ZOOM were: Wendy Rundle, LSPA Executive Director; Michelle Zelch, LSPA Program & Events Manager; and Nancy Fitzpatrick, MassDEP.

2. **Announcements:** None
3. **Agenda:** The Board members agreed to follow the agenda as written.
4. **Minutes:** The Board members reviewed the draft minutes of the meeting held on May 14, 2024 and unanimously approved them without changes by roll call vote.
5. **Old Business:** None.
6. **Decisions Regarding Licensing of Applicants:**

A. Vote on Application Review Panel Docket

The staff presented the following Application Docket:

Recused Members: None.

ID #	Applicant Name/Company Name	ARP #	REC.
5450	Jane Parkin Kullman	339	A

Mr. Lyne reported that the ARP members (Kathy Campbell, Kirk Franklin and Gregg McBride) had requested the applicant provide additional information regarding her claimed Relevant Professional Experience (RPE). The applicant, whose experience was primarily as a risk assessor, claimed 16+ years of Total Professional Experience and 6.8 years of RPE. After receiving the additional information from the applicant, the ARP voted 2-1 to recommend that the Board find the applicant eligible to take the exam. A motion was made and seconded to accept the recommendation of the ARP. The motion passed unanimously by roll call vote.

7. License Renewals

A. Renewal Docket. The staff presented the following License Renewal Dockets:

Renewal Docket No. 1
Date: June 11, 2024
Renewal Date: July 30, 2024
New Expiration Date: July 30, 2027

Has completed all requirements for renewal:

	LSP Number	First	Middle	Last
1	3798	William		Kenney
2	3188	Joseph		Lombardo Jr.
3	2152	Alan		Hanscom
4	7770	Kurt		Klages

A motion was made and seconded to renew the licenses of the LSPs on Docket #1 for the dates indicated. All Board members voted in favor by roll-call vote.

B. Renewal Report. Matthew Lyne reported that there is a renewal roster of 43 LSPs for 7/30/24. 4 of those LSPs were on today’s renewal docket; the remaining 39 LSPs have until 7/30 to submit a renewal application or a 90-day extension request.

8. Other Licensing Related Matters

A. Scheduling of Future Application Review Panels – There are no new applications to assign today.

B. Inactive Status Report

Ms. Dix reported the Total Number of LSPs on Inactive Status: 2

LSP Number	License Status Date	License Status	Last Name	First Name
7303	July 25, 2023	INACTIVE	Charron	Steve
7416	January 4, 2024	INACTIVE	Connolly	James

C. Total Number of LSPs on Active Status: 417

D. Annual Fees Report: Ms. Dix reported that five LSPs have still not paid their annual fees and their LSP licenses are currently suspended. The deadline for payment of the outstanding annual fees to avoid license revocation is June 30, 2024.

E. Update re: ACCELA Portal: Ms. Dix reported that 10 LSPs not yet linked to ACCELA. She added that this will be the last monthly update regarding the ACCELA Portal because it is not anticipated that the number of LSPs who have not linked will change and there have been no other significant updates the last several months.

9. Examinations

Examination Committee Report: Mr. Lyne reported that the exam committee met on May 22nd and June 5th and are continuing to review existing questions for compliance with recent amendments to the MCP as well as drafting new questions for a 4th version of the exam. The committee’s next meeting is on June 26th.

10. Continuing Education Committee Report:

A. Report from Today’s Committee Meeting:

Mr. Austin reported that the Committee met earlier in the day and voted to approve two new courses and a reoffering of a course.

11. Professional Conduct Committee Report:

Mr. Smith reported that the Committee met earlier in the day and reviewed the active case list and that the screening team in 23C-01 had stated they were not yet ready to make a recommendation to the Committee whether or not to appoint a Complaint Review Team to investigate the complaint.

12. Other Business:

A. Personnel, Budget and the Board's Paper Files: Ms. Wood reported she had no new information regarding personnel. She stated she had been asked to provide the administration a proposed LSP Board budget for FY 25 and she would propose the same budget the Board had in FY 24. She also stated that she is continuing review of the Board's paper files to determine what, pursuant to state law, may be discarded and what must be kept, and anticipates being done in the near future.

B. LSP Board Member Vacancies: Ms. Baxter stated that one of environmental seats on the Board remains open and a new applicant had recently applied. She added that she and Ms. Wood would be interviewing the applicant in the next week.

13. Other Business

A. Regulations Revision Update/ Regulations Subcommittee Report: Ms. Wood reported that the regulations subcommittee had met earlier in the day to review and discuss an updated draft red-line document regarding proposed amendments to the LSP Board's regulations. The subcommittee will meet next on the morning of August 13, 2024, the day of the Board's next meeting.

14. Future Meeting: The next meeting will be hold on August 13, 2024, both in person at 100 Cambridge Street, Boston and via ZOOM.

15. Ms. Baxter noted that, after the Board meeting, the Board would meet in quasi-judicial session and not return to public session.

16. Adjournment: Meeting adjourned at 12:34 p.m.