



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

MINUTES
of
BOARD MEETING
Held on November 12, 2024
[Approved: January 21, 2025]

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

Prepared by: Terry Wood

List of Documents Used at the Meeting:

1. Board Meeting Agenda
2. Draft October 8, 2024 Board Meeting Minutes
3. Renewal Dockets #1, 2, 3 and 4
4. Red-line draft amendments to the Board's regulations
5. Draft Background Document
6. Draft EO 562 Form
7. Draft RIA-SBS Form
8. Draft Outreach Plan

1. **Call to Order:** Diane Baxter, Board Chair, called the meeting to order at 12:20 p.m. Present remotely via ZOOM: Gail Batchelder, Kathleen Campbell, Craig Ellis, Patrick Herron, Gregg McBride, and Paul McKinlay. Board members present in the room: David Austin, Diane Baxter and Jamie Smith. Board members absent: Kirk Franklin.

Staff members present in the room: Christopher Borges, Matthew Lyne and Terry Wood. Staff members present remotely via ZOOM: Notoshia Dix.

Also present remotely via ZOOM were: Wendy Rundle, LSPA Executive Director; Kristi Lefebvre, LSPA Communications Manager; and Brian Roden, MassDEP.

2. **Announcements:** Ms. Baxter announced that Patrick Herron is resigning from the Board and that today's meeting will be his last. She thanked him for his last approximately three and one half years of service to the Board. Mr. Herron stated that he has very much enjoyed his years serving on the Board and has learned a great deal.
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 October 8, 2024. All Board members in attendance approved them without changes by roll call vote except Mr. Ellis who abstained.

5. **Old Business:** None.

6. **Decisions Regarding Licensing of Applicants:**

A. Update re: Pending Application

Mr. Lyne stated that the members of ARP #341 are still awaiting professional references regarding the applicant (Zachary Reynolds #8206).

7. **License Renewals**

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

Renewal Docket No. 1
Date: November 12, 2024
Renewal Date: 10/30/2024
New Expiration Date: 10/30/2027
Has completed all requirements for renewal:

	LSP Number	First	Middle	Last
1	2974	Glenn		Carlson
2	9383	Douglas		Lindsay
3	7100	James		Bossange
4	6173	George		Lingenfelter
5	6230	Patrick		King

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

Renewal Docket No. 2
Date: November 12, 2024
Renewal Date: October 30, 2024
New Expiration Date: January 30, 2025

Have requested a 90-Day extension:

	LSP Number	First	Middle	Last
1	4574	Craig		Sasse
2	4948	Matthew		Madden
3	4900	Christopher		Glod
4	1278	Jeffrey		Hamel
5	5319	Mark		Casey
6	7505	Michael		Gitten

A motion was made and seconded to grant a 90-day extension to the LSPs listed on Docket #2. All Board members voted in favor by roll-call vote.

Renewal Docket No. 3
Date: November 12, 2024
Renewal Date: 7/30/2024
New Expiration Date: 1/30/2028
 Has completed all requirements for renewal:

	LSP Number	First	Middle	Last
1	1286	Paul		Steinberg

A motion was made and seconded to renew the license of the LSP on Docket #3 for the date indicated. All Board members voted in favor by roll-call vote .

Renewal Docket No. 4
Date: November 12, 2024
Renewal Date: 7/30/2024
New Expiration Date: 7/30/2027
 Has completed all requirements for renewal:

	LSP Number	First	Middle	Last
1	1957	Walter		Hermenau

2	3210	Christen		Sardano
3	2365	Todd		Kirton

A motion was made and seconded to renew the license of the LSP on Docket #4 for the date indicated. All Board members voted in favor by roll-call vote .

B. Renewal Status Report. Mr. Lyne reported that of the 21 LSPs that were scheduled to renew by October 30, 2024, all but 2 either renewed or were granted a 90-Day extension.

8. Other Licensing Related Matters

A. Scheduling of Future Application Review Panels – Mr. Lyne stated that one new application has been received (from William Brochu, GES, #7571) and he was seeking volunteers to serve on an Application Review Panel (ARP #342). Ms. Batchelder, Mr. McBride, and Mr. Smith volunteered.

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: 414

9. Annual Fees Report: Ms. Dix reported that the licenses of 4 LSPs remain Revoked due to nonpayment of their 2024 annual fee.

10. Examinations

Examination Committee Report: Mr. Lyne reported that members of the exam committee met on October 16th and November 6th are continuing to review existing questions for compliance with recent amendments to the MCP and are drafting new questions for a 4th version of the exam. He stated that the review is taking longer than anticipated so the committee now anticipates the LSP next exam will be offered early in 2025. The committee’s next meeting is on November 20th.

11. Continuing Education Committee Report:

Report from Today's Committee Meeting:

Mr. Austin reported that the Committee met earlier in the day and voted to approve four new courses, reapprove one existing course due to a change in presenters, and approve a request from a course provider to grant an attendance certificate to an LSP who was admitted late into a recent live webinar due to no fault of the LSP.

12. Professional Conduct Committee Report:

Mr. Smith reported that the Committee met earlier in the day and reviewed the active case list.

13. Review of Proposed Regulatory Amendments:

A red-line of proposed regulatory amendments approved by the Board's exam subcommittee and related draft forms regarding those amendments were included in the packet for today's Board meeting. Ms. Wood presented an overview of the proposed amendments. The Board next discussed the proposed amendments and discussed some additional changes. Mr. Smith suggested adding a time limit to the proposed amendment allowing an approved applicant to use up to 12 credits earned prior to passing the LSP examination toward their first license renewal. He suggested adding that the 12 credits must be earned within six months prior to passing the examination. Ms. Baxter suggested the word "contiguous" be removed from the table on page 33 of the proposed amendments in order to make the terminology used in the table consistent. Mr. Smith suggested adding the words "existing and future" prior to "course offerings" to the new proposed regulation at 309 CMR 3.09(11) to clarify that, if the Board determines as a result of an audit that a course provider or sponsoring organization is not meeting Board standards, the Board may choose not to approve any existing and any new courses. A motion was made and seconded to approve the proposed regulation amendments with the three additional changes proposed at today's meeting. The motion passed unanimously by roll-call vote.

14. Other Business

A. Personnel, Budget and Fees: Ms. Wood reported she had no new information regarding personnel or the Board budget.

B. LSP Board Member Vacancies: Ms. Baxter stated an applicant for the open environmental slot has been interviewed and recommended for appointment and that the candidate's application was currently under review by the Governor's office. She added that, due to Mr. Herron's resignation, another environmental slot will now be open. Ms. Wood also noted that Mr. Herron will need to be replaced on the Complaint Review Team for disciplinary case 18C-02. Ms. Batchelder volunteered to take his place.

15. **Future Meeting**: The Board discussed scheduling the dates for the Board's next meeting as well as the remainder of the meetings in 2025. The Board will next meet on January 21, 2025. For the remaining months of 2025, the Board will meet on the second Tuesday of the month except for July and December when the Board will not meet.

16. **Adjournment**: Meeting adjourned at 1:16 p.m.