



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

**MINUTES**  
**of**  
**BOARD MEETING**  
**Held on February 21, 2018**  
[Approved: March 29, 2018]

Meeting Location: Massachusetts Department of Environmental Protection  
Southeast Regional Office  
20 Riverside Drive  
Lakeville, MA 02347

Prepared by: L. Williamson

**List of Documents Used at the Meeting:**

1. Agenda
  2. Draft Minutes of Meeting held on January 31, 2018
  3. Renewal Dockets #1 and #2
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1. **Call to Order:** Maria Pinaud called the meeting to order at approximately 1:31 p.m. Also present were David Austin, Kathleen Campbell, Debra Listernick, Gregg McBride, Marc Richards, Farooq Siddique, and James Smith. Kirk Franklin entered the room at 1:33 p.m. Board member Gail Batchelder was absent. Staff members present were Beverly Coles-Roby and Lori Williamson. Also present were Wendy Rundle (LSPA) and Deborah Marshall-Hewlitt (MassDEP).
  2. **Announcements:** No announcements were made.
  3. **Agenda:** The Board members agreed to follow the draft agenda.
  4. **Minutes of Meeting Held on January 31, 2018:** The members present reviewed the draft minutes of the meeting of the Board held on January 31, 2018. **A motion was made and seconded to approve the January 31, 2018 minutes as written. The motion passed unanimously. Mr. Richards abstained from voting.**
  5. **Decisions Regarding Licensing of Applicants:**
    - A. **Renewal Dockets:** The staff presented the following License Renewal Dockets:

**Renewal Docket #1**

**Renewal Date: January 30, 2018**

**New Renewal Date: April 30, 2018**

Have requested a 90-day Extension:

	<b>LSP #</b>	<b>First</b>	<b>Middle</b>	<b>Last</b>
1	6696	Craig		Ellis
2	1978	David	G	Billo
3	7416	James	B	Connolly
4	1286	Paul	D	Steinberg
5	5427	Raimundo		Matos
6	1404	Stewart	A	Mountain
7	8614	Todd		Piskovitz

**A motion was made and seconded to grant the LSPs on Renewal Docket #1 a 90-day extension. The motion was approved unanimously.**

**Renewal Docket #2**

**Renewal Date: January 30, 2018**

**New Renewal Date: January 30, 2021**

Have completed all requirements for renewal:

	<b>LSP #</b>	<b>First</b>	<b>Middle</b>	<b>Last</b>
1	4270	Paul	C	Hunt, Jr.
2	3049	Daniel	E	Walsh
3	8542	James	W	Stolecki
4	6466	Lewis	S	Streeter

**A motion was made and seconded to renew the licenses of the LSPs on Renewal Docket #2 for the three-year period ending on the date indicated. The motion was approved unanimously.**

**B. Annual Fee Report:** Ms. Coles-Roby reported that all 516 Annual Fee invoices were mailed, and 202 responses have been received as of February 8, 2018.

**6. Other Licensing-Related Matters:**

**A. Appeals Status Report:** There were no pending appeals of any denials by the Board of license applications.

**B. Inactive Status Report:** The staff reported that the following LSPs are currently on Inactive Status:

LSP Number	License Status Date	License Status	Last Name	First Name
9070	January 30, 2017	Inactive	Kemper	Timothy
9830	March 1, 2017	Inactive	Gates	Richard
5019	December 4, 2017	Inactive	Rein	Robert

**C. Total Number of Active LSPs:** As reported in the Agenda, the total number of Active LSPs was 513 as of February 13, 2018. Ms. Coles-Roby stated that five LSPs have retired since the last Board meeting.

**7. Examination Report:**

**A. Exam Dates:** Ms. Coles-Roby stated that the exam will be offered in May and November 2018. She stated that six individuals are currently eligible to sit for the May exam. Ms. Campbell asked if the Exam Subcommittee had a chance to meet to discuss a fourth exam. Ms. Coles-Roby responded that the Subcommittee has not met yet, but she will be scheduling a conference call.

**B. Exam Challenges:** Ms. Coles-Roby reported that the Exam Challenge Subcommittee completed their review of 14 challenges submitted by one test-taker. She stated all fourteen challenges were denied by both the MassDEP technical expert and the Board's Exam Challenge Subcommittee. Mr. Austin stated that one of the challenges did result in a suggested edit to the wording of one question. He stated this recommended edit does not, however, change the denial of the challenge. Ms. Coles-Roby stated that she will schedule a meeting with the Exam Subcommittee to review the question.

**8. Continuing Education Committee Report:**

**A-B. Report on Course and Conference Approval Requests:** Mr. Siddique reported that the Committee met earlier in the day and made the following course recommendations to the Board:

- a. EBC: *EBC Site Remediation and Redevelopment Program: Evaluation and Closure of NAPL Sites* (2 Technical credits, February 27, 2018, Woburn, MA)  
Committee Recommendation: **Approve**
- b. GeoPractical: *Geochemical Consequences of Landfill Impacts- From Data Analysis to Conceptual Model* (8 Technical credits, May 3, 2018, Amherst, MA).  
Committee Recommendation: **Approve**

- c. Midwest GeoSciences Group: Modern Management of Risks at LNAPL Sites (16 Technical credits, June 19-20, 2018, Fort Collins, CO and June 26-27, 2018, Cambridge, MA).  
Committee Recommendation: **Approve**
- d. LSPA: MCP Remediation Waste Management (8 Regulatory credits, date and location to be determined).  
Committee Recommendation: **Approve**
- e. MassDEP: Case Studies of Site Remediation Using Greener Cleanup Principles (1 DEP Regulatory credit, April 25, 2018, Springfield, MA)  
Committee Recommendation: **Approve**
- f. LSPA: Environmental Law for LSPs (4 Regulatory credits, date and location to be determined)  
Committee Recommendation: **Approve**

**A motion was made and seconded to accept the Continuing Education Committee's recommendations. The motion passed unanimously.**

- 9. **Professional Conduct Committee:** The Board agreed to forego a Professional Conduct Committee report because all the Board members present at this meeting were also present at the meeting of the Professional Conduct Committee held earlier in the day.

10. **Other Business:**

**A. Website Update:** Ms. Coles-Roby reported that an update to the migration to the new server occurred, which ideally will make the website more reliable and a better experience for the user. She stated that the update went live on February 13, 2018. Ms. Coles-Roby reported that the Board member biographies and the contact information for Board staff were missing from the new website. She stated those issues have now been corrected. Ms. Coles-Roby reported that the LSP searchable database is also being updated. She stated that IT asked the staff to review the database before it went live. She stated the staff discovered the same issues that were previously encountered, including dismissed complaints showing up in the database. She reported that the staff identified the issues, and IT made the corrections prior to the new database going live. She stated the staff also revised the database's list of definitions.

**B. Electronic LSP Records:** Ms. Coles-Roby stated that the staff will be starting a scanning project in order to reduce the amount of paper files stored in the office. She stated that the staff will be starting with files of LSPs who have retired or are deceased.

**C. 309 CMR 4.00- Proposed Amendments Report:** Ms. Coles-Roby stated that a

portion of the Board met earlier in the day to begin discussing revisions to 309 CMR 4.00. Ms. Pinaud stated that the conversion will continue at next month's Board meeting.

**D. Strategic Plan- Fiscal Year 2018:** Ms. Coles-Roby stated that she would like to start thinking about long-range planning. She stated one goal is to begin going paperless by electronically mailing certain documents that the staff typically sends out in hardcopy. Mr. Smith asked about the status of online payments. Ms. Coles-Roby stated that she has asked, but IT keeps saying that it is very expensive. Ms. Campbell asked about the status of additional Board staff. Ms. Coles-Roby responded that an initial interview round was conducted for the General Counsel position, but none of the applicants were ideally suited for the position. Mr. Austin asked how many candidates applied. Ms. Coles-Roby responded that a good number of applications were received, but she was looking for someone with trial experience, who is a good writer, and has a science background. She stated that each of the individuals interviewed were strong in their respective fields but were not a good fit for the position. Mr. McBride asked if the Board has established a date that it should be shooting for completion of the regulation revisions. He suggested establishing deadlines as part of the strategic planning, and stated that the way the Board is currently going about the process seems quite slow and inefficient. The Board agreed with Mr. McBride. Mr. Smith stated that the Board needs more than half an hour each month to make any progress. Ms. Pinaud suggested that the Board increase the regulation meetings to one hour. The Board agreed to begin the regulations meeting at 11:30 a.m. on March 21, 2018 and April 18, 2018.

11. **Future Meetings:** The Board's next meeting will be on March 21, 2018, in the Northeast Regional Office of MassDEP in Wilmington.
12. **Adjournment:** A motion was made and seconded to adjourn, and by unanimous vote, the Board meeting was adjourned at approximately 2:09 p.m.