



COMMONWEALTH OF MASSACHUSETTS
Board of Registration
of
Hazardous Waste Site Cleanup Professionals
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CONTINUING EDUCATION COMMITTEE
Minutes of Meeting on January 16, 2014
Approved on February 26, 2014

Prepared by: Beverly Coles-Roby

Meeting Location: MassDEP Southeast Region 20 Riverside Drive, Lakeville, MA 02347

List of Documents Used at the Meeting:

1. Agenda
 2. Draft Minutes of Meeting on November 21, 2013
 3. LSP Request for Reconsideration of Course Approval
 4. Course List
- 1. Call to Order:** John Guswa called the meeting to order at approximately 12:36 p.m. Also present were Benjamin Ericson, David Austin, Jamie Smith, Debra Listernick, Robert Rein, Kathy Campbell and Farooq Siddique. Kathleen Campbell arrived at 1:10 p.m. Gail Batchelder arrived at 1:25 p.m. Kirk Franklin was absent. Staff members present were Beverly Coles-Roby and Lynn Read. Also present were Wendy Rundle, Executive Director of the Licensed Site Professional Association (LSPA); Wes Stimpson of WES Associates; Matthew Young, Mathew Hackman, of Matthew E. Hackman, P.E., CHMM, and Millie Garcia-Serrano, Deputy Regional Director, BWSC, SERO.
 - 2. Announcements:** There were no announcements.
 - 3. Previous Minutes:** The draft minutes of the meeting held on November 21, 2013, were approved with minor corrections. The minutes were approved as amended.
 - 4. Old Business:**

The Internet Subcommittee reported that it will meet before the next Board meeting.

At the November 21, 2013 meeting, Mr. Guswa asked the committee to consider the following three (3) action items:

- How does the committee deal with a moderately revised course that does or does not require a new course number? Should the course be approved with the same number or a different number? Additionally, the committee should define what constitutes a substantial or moderate change in a course. In that vein, the committee should identify

- what changes require a new course number, and if the course number is changed, but is not technically different whether a LSP can take the course in the same cycle.
- How does the committee categorize courses as Regulatory, Technical, and MassDEP courses, and whether there should be three categories rather than two? Should the committee rewrite the LSP Board’s guidance and regulations for approval of course categories? Does the committee want two separate categories: MassDEP Regulatory as well as Regulatory? Are the instructions for course approval different from the committee’s past practices?
- How does the committee make the LSP Board course approval requirements more visible?

Mr. Guswa indicated that the committee should draft a position paper on the action items for presentation to the Board. Some questions for consideration are as follows: What if any information is needed when a course is reoffered? Does a course require approval a second time if a course number was already assigned? What if the instructor changes? Who should check on substantive changes for reoffered courses? What changes should the committee allow a provider to make and retain the same course number? Ms. Coles-Roby indicated that the committee should consider the Board’s regulations so that they are in sync with any guidance documents. She told the committee that she added courses to the list for approval because the Board needed to know exactly what changed.

Mr. Siddique stated that if there was no change, or for example a change in the instructor, the LSP should get Continuing Education credit. Ms. Listernick said that there were two issues: approval of changes and whether a course should be assigned a new number. Ms. Coles-Roby posed the question of what are substantive changes. Mr. Rein indicated that recently some requests for approval were the same course, just offered by private companies. Mr. Guswa asked whether original submissions for approval were being kept. Ms. Coles-Roby stated since July 2013, she had maintained a file of requests for approval. Mr. Guswa stated that the committee needed to set standards on when providers must again seek approval of a course. Mr. Rein asserted that the committee could not give blanket approval, and asked what if a regulation changed. Ms. Listernick also questioned how the Board would know if a subsequent course was offered if they were not approved. Mr. Hackman said that the question was notification [to the Board] versus submission for approval. Mr. Smith asked whether there should be an approval expiration date. Ms. Listernick wondered that that date would be five years or ten years. Mr. Guswa felt that the committee had touched on all of the previous meeting’s Action Items except, MassDEP regulatory credits versus regulatory credits. Mr. Ericson stated that it would be helpful to give some guidance, maybe examples of what information providers must submit. Mr. Guswa thought that the committee should prepare a checklist. Ms. Listernick wants subsequent submittals for approval to follow the established format, including date, time, etc.

Revised LSP Request for Course Approval

Ms. Coles-Roby indicated that the LSP requested reconsideration of his request for approval of New Hampshire Waste Management Seminar. In support of his request, he offered the course description, its syllabus and the instructors’ biographies. Ms. Listernick asked whether the

request was actually a request for a waiver of the LSP Board regulations. Mr. Ericson wanted to know whether the provider sent the necessary information. Ms. Coles-Roby stated that the LSP said that the provider could not afford to do so, and he had submitted them himself. Mr. Smith questioned what would happen next time if the waiver was granted. The request for waiver was denied due to the regulation that only a provider may submit a request that a course be approved for credit.

5. New Business

Mr. Guswa wanted to know whether the list of approved courses was checked to see if a course was approved in the past. Ms. Coles-Roby replied that she checks the Approved Continuing Education Courses and Conferences list. Mr. Ericson said that we don't want people to come to the LSP Board for every little change. Mr. Austin indicated that the Soils Conference is a good example. He asked whether it is the same every year. Ms. Garcia-Serrano stated that she sits on the Soils Conference Board and new topics are encouraged. Mr. Stimpson noted that the course being discussed, Horizontal Remediation Wells for Improved Site Cleanup was offered by a private company. Mr. Ericson said that it is unlikely that the course is different. Ms. Read added that it is good to put the burden on the provider to state any differences in the course.

Course Approval Requests:

- a) American Institute of Professional Geologists: Introduction to GIS for Environmental Applications (April 30, 2014, Rutgers University Newark, NJ. 8 Technical credits). **Recommend Approval.**
- b) Directional Technologies, Inc.: Horizontal Remediation Wells for Improved Site Cleanup (January 14, 2014, Waltham, MA. 8 Technical credits). **Tabled subject to specific description any substantive changes, i.e., course outline or syllabus, or instructor.**
- c) MassDEP: Enforcement Under Chapter 21E (February 11, 2014, Waltham, MA. 1 Regulatory credit). **Recommend Approval.**
- d) RAM Group of Gannett Fleming: Evaluation of Indoor Inhalation Pathway (March-April 2014, Location TBD 16 Technical credits). **Recommend Approval subject to notice to LSP Board of final dates and times offered.**
- e) RAM Group of Gannett Fleming: Application of Risk Assessment (March-April 2014, Location TBD 16 Technical credits). **Recommend Approval subject to notice to LSP Board of final dates and times offered.**
- f) RAM Group of Gannett Fleming: Contaminant Fate and Transport Process and Modeling (March-April 2014, Location TBD 16 Technical credits). **Recommend Approval subject to notice to LSP Board of final dates and times offered.**

g) LSPA: Professionalism & Professional Ethics for LSPs and LEPs (January 29, 2014, Location TBD 8 Technical credits, approved as Course No. 1125). **Recommend Approval.**

h) LSPA: Study of Indoor Air Background Levels of VOCs and Air-Phase Petroleum Hydrocarbons in Office Buildings and Schools (January 14, 2014, Westborough, MA 1 Technical credit). **Recommend Approval.**

7. Future Meetings: The next meeting will take place before the LSP Board Meeting on February 26, 2014.

8. Adjournment: The meeting was adjourned at approximately 1:30 p.m.