



State of New Jersey

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DEPARTMENT OF ENVIRONMENTAL PROTECTION

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New Jersey Department of Environmental Protection
Licensed Operator Advisory Committee
Meeting Minutes for November 9, 2022
Meeting held via Microsoft Teams

Approved by the Committee on March 15, 2023

Committee Members Present: Carol Broccoli, Kristin Tedesco, Joseph Bonaccorso, William Mitchell, Robert Fullagar, Ronald Suto, Pam Carolan

There were 7 committee members present, constituting a quorum.

Committee Members Absent: Keith Vaughn, Richard Eustace, Patricia Gardner, Jill Plesnarski

Committee Legal Representatives Present: DAG Stephanie Carney, NJ Division of Law

NJDEP Staff Present: Kristin Tedesco, Joe duRocher, Malathi Prabhu, Tyler Rowe, Casey Lippincott

Members of the Public Present: Andrea McElroy (Veolia), Cooper Nicholas (Hydrocorp), Kimberly Reeder (Veolia), Sean Andres, Joshua Engelking (Veolia), Rick Howlett, Keith Smith

1. Call to Order

J. Bonaccorso presided over the telephonic meeting and called the meeting to order at 10:05 a.m., noting there were enough committee members present to constitute a quorum.

S. Carney read the Open Public Meetings Act Statement (OPMA).

This meeting was held via conference call due to the COVID-19 pandemic. Notice of the meeting and instructions on how to participate by phone were provided by public notice in advance of the meeting.

2. Approval of the minutes from the August 10, 2022 meeting

J. Bonaccorso noted that the meeting notes were included in the Advisory Committee Shared Drive and asked if there were any comments, suggestions, or amendments to the minutes. After hearing none, J.

Bonaccorso asked for a motion to accept the minutes. P. Carolan motioned and C. Broccoli seconded. There were no objections.

3. Program/NJDEP Updates

- *Reappointment Status*

J. Bonaccorso asked about the status of [Committee] membership reappointments. K. Tedesco wanted to clarify regarding the AEA nomination that P. Carolan was recommended and subsequently appointed to the Committee.

J. Bonaccorso asked about the remaining and outstanding appointments that would need to be made. K. Tedesco replied that the Department is in the process of finding the right contacts for each of the organizations, as some of the contacts have since changed.

J. Bonaccorso asked if there were any more updates or questions on Program/NJDEP updates. Hearing none, moved onto the next agenda item.

4. Course Approvals

J. Bonaccorso asked for a status update on course approvals. J. duRocher replied, stating that all letters have been sent, and follow-up actions are being recorded in a spreadsheet. A remaining item is an updated list of courses from the 2022-2023 school year to post online. The Department is also beginning to track approved instructors in order to reference in the future.

J. Bonaccorso thanked J. duRocher for the update and then moved on to TCH course approvals, stating he would go in order of the agenda.

- *Hydrocorp – SafeWater EDU*

J. duRocher began the discussion by stating that Cooper Nicholas is the contact and is on the call if there are any questions.

J. Bonaccorso noted that all the courses in the packet are online courses, and that the protocols to identify the participants appears to be appropriate. Asked if there were any questions.

J. duRocher asked if backflow prevention would be acceptable for both water and wastewater. J. Bonaccorso stated that in the past they have accepted both, as both water and wastewater have back flow preventers. R. Fullagar agreed with J. Bonaccorso.

J. Bonaccorso asked for a motion to approve Hydrocorp's courses. R. Fullagar motioned and C. Broccoli seconded. P. Carolan abstained. All others were in favor and the motion passed unanimously.



- *Jacob's Engineering*

J. duRocher began discussion by stating that they were previously approved for Module 1 and Module 2, and that this is their Module 3. Also noted that the provider indicated 2.25 hours for the course but should really be rounded down to two (2) hours.

J. Bonaccorso agreed and asked the Committee for a motion to the amended application. R. Fullagar motioned to accept as modified. R. Suto seconded. All were in favor and the motion passed unanimously.

- *J.A. Montgomery*

C. Broccoli began the discussion by asking if there was any effort made to make J.A. Montgomery an approved provider and if the Department could reach out. J. Bonaccorso agreed. J. duRocher stated the Department would follow up with them.

An IT issue had prevented the delivery of the J.A. Montgomery courses to the Committee members, unbeknownst to the Department. After some discussion it was decided that the J.A. Montgomery courses would be sent to the Executive Committee directly after the meeting for review.

- *RCAP Solutions*

J. duRocher began the discussion by stating that in the past, RCAP has been approved for multiple courses, but was only looking for approval on a single course this time. J. Bonaccorso noted that the application seemed appropriate but feels that the topics being discussed can be applied to both water and wastewater.

J. duRocher noted that RCAP is mainly affiliated with drinking water but agrees with J. Bonaccorso that they could be approved for both water and wastewater.

J. Bonaccorso asked for a motion to approve. C. Broccoli motioned and R. Fullagar seconded. All were in favor and the motion passed unanimously.

J. Bonaccorso moved on to the next agenda item, New Business.

5. New Business

- *NJWEA Transfer Reimbursement Request*

J. Bonaccorso began the discussion by asking what NJWEA is asking for and if we have a copy of the request form. C. Broccoli confirmed that there was a request form on the shared drive.



J. Bonaccorso noted that all the requisite invoices were included but wanted to double check that meals were not included in the figure. Noted that it basically came out to \$8,000 a day and figured that the fund could tolerate reimbursing the request based upon the last report of the fund. Asked for a current value of the fund.

K. Tedesco confirmed that there was a previous allotment that was still available after a recent payment, which was around thirty thousand (30,000) dollars. Added that for Fiscal Year 2023, there was a budget of approximately sixty thousand (60,000) dollars.

J. Bonaccorso asked for clarification on if there was currently sixty thousand in the fund. K. Tedesco confirmed there was. J. Bonaccorso asked for a motion to approve the reimbursement request and asked for a roll call vote.

K. Tedesco, R. Fullagar, W. Mitchell, J. Bonaccorso, P. Carolan, R. Suto and C. Broccoli all motioned to accept the request. P. Gardner, Keith Vaughn, R. Eustace, and J. Plesnarski were absent. All present were in favor and the motion passed unanimously.

- *Program Approval Request: Veolia*

J. Bonaccorso began discussion by noting that the application was comprehensive and recommended the request be accepted. Noted that he would like the Department to consult Veolia regarding opening their courses to water and wastewater rather than just water.

J. duRocher stated that Veolia had prepared a presentation and was present on the call if the Committee would like to hear it. After the presentation, J. Bonaccorso asked K. Reeder if the training program could be made available to individuals outside the company. K. Reeder responded that the entire series of courses were available to individuals outside the company at a cost of \$200. J. Bonaccorso asked for a motion to approve, asking for a roll call vote.

K. Tedesco, R. Fullagar, W. Mitchell, J. Bonaccorso, P. Carolan, R. Suto and C. Broccoli all motioned to accept the request. P. Gardner, Keith Vaughn, R. Eustace, and J. Plesnarski were absent. All present were in favor and the motion passed unanimously.

6. 2022 Workplan Items

J. Bonaccorso asked K. Tedesco to handle this agenda item. K. Tedesco began the discussion by reminding the Committee that some ideas for Subcommittees had been discussed in August 2022. Items include a workplan for the Committee and reviewing the criteria regarding online courses and “training on demand.” She stated that she did not have any volunteers for the subcommittees and was looking for help from non-drinking water Committee members.

C. Broccoli stated that her organization (Rutgers) does not do much training on demand but would be willing to help with the subcommittee. J. Bonaccorso agreed, stating that NJWEA does not currently provide training on demand, but it is coming. R. Fullagar stated that he would need to get comments from AWWA before answering on their behalf.



J. duRocher reiterated some notes from the previous meeting minutes, that included training on demand, ensuring criteria for virtual training, identifying candidate's knowledge of NJ regulations, addressing and reviewing examination questions, and implementing requisite courses in lieu of state-specific questions on license examinations.

J. Bonaccorso stated there should not be any more questions added to the exams, as he is still trying to address the ten "crazy questions", referring to the additional exam questions that are not scored but ABC uses for future exam development, or to increase the time for the exam. Felt the suggestions were reasonable and would like to have volunteers come forward.

J. Bonaccorso added that there is a place on Division of Water Supply and Geoscience under "useful links." He noted that there are missing items, and that the Committee has representatives of the AEA and the NJWEA, neither of which are linked. Also noted that a DataMiner link for licensing certification is needed. J. duRocher stated that he could look into those items if the links are supplied.

R. Eustace asked about the status on the subcommittee on reviewing courses before the meeting. Felt that the subcommittee should be reinstated to expedite the process. J. Bonaccorso agreed that it made the meetings go a lot faster and would like to see another subcommittee on the pre-approval of courses.

7. Board of Examiners Update

- *Examination Statistics*

J. Bonaccorso asked J. duRocher if he provided that information. J. duRocher stated that yes, he did, and that he has access to PSI's information and compiles the data. The Board of Examiners asked to be given quarterly updates, and a new tab will be added to the spreadsheet for every quarter.

J. Bonaccorso and other Committee members discussed various trends. J. Bonaccorso stated that there were still some issues with the examination process and provided an example of an operator having technical difficulties. J. duRocher added that additional examination options are to be available soon, currently awaiting a launch date. It is primarily for applicants that have compatibility issues and that complaints have been logged by the Department. The change would result in a switch from remotely proctored exams to exams being administered at testing centers with in-person proctors.

R. Suto asked if the testing sites around the state were currently open. K. Tedesco responded that they are currently operational but are not available to NJ operators yet. There are roughly 10 to 12 locations throughout the state and NJ has been prioritized as a state to roll out the testing center examinations. K. Tedesco stated that the Department needs to change its



contract with ABC and we are working on it. ABC has indicated that their system needs upgrades to accommodate this change and they are behind schedule, which is affecting all States, not just NJ.

R. Suto stated that Passaic was asking to use their own testing site with a PSI-approved proctor. Would like to know if that was something that could be done. K. Tedesco stated that she would need to clarify and make sure, but if an organization has testing computers and a site where exams can be given using the organization's machines, there is a way to coordinate with PSI for the creation of a testing event. Asked R. Suto to forward Passaic's email to her and copy J. duRocher.

J. Bonaccorso asked if there was anything else. There were no additional questions, so the meeting moved onto public comment.

8. Public Comment

There were no public comments.

9. Adjournment

There were no comments or observations from the Committee and no reports from the Executive Committee, so J. Bonaccorso entertained a motion to adjourn. W. Mitchell motioned and R. Fullagar seconded. All were in favor and the meeting adjourned at 11:03 AM.

