

**BOARD OF TREE EXPERTS****MINUTES****April 15, 2014**

The Board of Tree Experts met on this date at the Forest Tree Nursery in Jackson, N.J. at 9:40 a.m. to discuss the business of the Board.

Those present were:

Steve Chisholm, President

Joseph Greipp

Rich Wolowicz

Barry Emens

Michael D'Errico, Program Coordinator

Jennifer Dalia, DAG

Gary Lovallo

Kevin Downes

Don Swaysland

**Open Public Meetings Act:**

The open public meetings act was read by M. D'Errico. G. Lovallo made a motion to approve the minutes of the March 18, 2014 with the following amendments: K. Downes was not at the meeting and the removal of the word "that" from the first sentence of the correspondence report. B. Emens seconded the motion which was unanimously approved.

**Correspondence/ Administrative Report:**

M. D'Errico reported that to the board that we had interest in the CTE exam already. Four applications have been received as well as interest from individuals from Virginia and Maryland who want to use NJ's exam to qualify for Maryland's Tree Expert exam. The CTE Prep courses have as high as 36 individuals registered, which may translate into CTE exam applications.

**Treasurers Report:**

None

**General Public Comments:**

NJ Forest Service Chief Don Swaysland discussed with the board the bill received from DOL for services rendered from July 2013 through December 2013. The \$8,064.00 bill was for legal service provided mainly due to the development and review of the LTE/LTCO rules. The Board discussed and will reimburse the Forest Service for the charges.

**Old Business:**

A. Discussion on Rules and the Summary and Impact Statements – DAG Dalia discussed with the board the progress being made with the LTE/LTCO draft Rules. DAG Dalia stated that the Section Supervisor has begun their review and has half completed. Several initial comments on the review were received. They include; the board might consider board administration through "by-laws; that set standards should be applied when determining which undergraduate degrees will be accepted and which Continuation Educational classes will qualify. The board also discussed with the DAG the requirement of "good moral character" as it has to be consistent when applied. The DAG will look at

these items, including looking at the medical board to see how they view good moral character. The DAG concluded with a discussion on the time frame, noting that a month or two for the review to be complete. Once done, the draft Rules will be given to the board for comment and acceptance/rejection of changes. A meeting with the DEP will then follow.

B. Follow up on Gilman and others letters – The board discussed the letter it received from Lee Gilman and two letters from the ISA from two other CTEs. M D’Errico reported that Gilman’s telephone number was changed on the web-site and the bibliography of books that the CTE exam is based on has been listed on the web-site too. S. Chisholm will send a letter to each of the other two individuals inviting them to a future board meeting to discuss their concerns.

C. Shirts – The purchasing of shirts for Board members and proctors were revisited. Goal is to have before the CTE exam in July. All sizes were obtained.

D. Other – Clarification from a question posed during the March meeting - G. Lovallo asked DAG Dalia “if immediate action was needed by the board; what would be the process? DAG Dalia responded that an emergency meeting can be called with notice within 48 hours.” DAG Dalia clarified that by stating with or without notice; an emergency meeting can be called and held as long as notice is given after the fact.

#### **New Business:**

A. Subcommittee report on LTCO exam/test outline – The Subcommittee discussed the LTCO exam with the board. Over 1000 questions had been developed from seven different categories. The subcommittee is in the process of reviewing those exam questions. The board then discussed LTCO services and topics as it related to the LTCO exam. The board also discussed other exams such as the CA and TCIA’s Tree Care Specialist. The Next steps for the Subcommittee will be to clearly define the categories which will be used to base the exam on, and develop a percentage of questions for each of the categories that will be represented on the exam, with safety being a priority for the subcommittee.

B. Business Registration Application – The Board discussed the draft Business Registration Application and had several suggestion and changes for the form.

C. Reciprocity Application – A draft copy of the Reciprocity Application was given to board members. A brief summary of what is being accomplished through the reciprocity application was also discussed. The board made several suggestions. The board had more discussion on “good moral character”. DAG Dalia suggested that the board should collect information based on what they need to know and why.

D. Duel licenses –LTE/Pesticides - -DAG Dalia did talk to Mike Galvin concerning Maryland’s experience with their tree expert law and pesticide certification. DAG Dalia suggested that it is best to simply require that a tree expert who is engaging in pesticide work comply with the pesticide regulations and refer to those regs in the LTE rule. DAG Dalia will work on some language. The Board did discuss that diagnosing tree diseases and insects is consulting and consulting is part of the LTE services performed.

E. Other – J. Greipp suggested that the LTE exam be vetted. He did a Google search and that lead no where. S Chisholm reported that ISA had offered assistance to vet the exams. S. Chisholm also

suggested TCIA might as well and will reach out to them.

**General Public Comments:** None

**Closed Session:** None

**Next Meeting - Tuesday, May 20, 2014 at 6:00 pm at Modern Equipment in Edison NJ**

R. Wolowicz moved to adjourn and J. Greipp seconded the motion.

Meeting adjourned at 12:18 p.m.