

BOARD OF TREE EXPERTS

MINUTES

September 17, 2013

The Board of Tree Experts met on this date at the Forest Tree Nursery in Jackson, N.J. at 9:41 a.m. to discuss the business of the Board.

Those present were:

Barry Emens	Jennifer Dalia, DAG
Joseph Greipp	Gary Lovallo
Mark Goggin	Kevin Downes
Richard Wolowicz, V. President	
Michael D’Errico, Program Coordinator	

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 August 20, 2013 meeting. B. Emens seconded the motion which was unanimously approved.

Correspondence/ Administrative Report:

M. D’Errico reported that New Jersey lost two tree people, George Klinger and Eugene Brennan. M. D’Errico noted that Mr. Brennan was a CTE and had number 143. M. D’Errico also reported that the Board of Tree Experts was copied on a letter from a resident of Dumont, Bergen County to the Governor’s office concerning tree clearing by CSX. The Board discussed.

Treasurers Report:

M. D’Errico read Dave Johnson’s Treasurer’s report:

Balance 7/01/13 = \$	15,398.65 (FY2014)
Disbursements = \$	4,330.24
Receipts= \$	<u>5,325.00</u>
Checking Account balance = \$	16,393.41

G. Lovallo moved to accept the Treasurer’s report as reported. B. Emens seconded the motion. Motion was approved unanimously.

General Public Comments: None

Old Business:

A. Discussion on Rules – The Board and DAG Dalia discussed the final draft of the “unofficial/internal” rule document, specifically, the status of the Summary and Impact Statements, including the fact that other rules have a matrix of penalties, and whether a warning letter should be issued prior to penalties. DAG Dalia discussed the next steps in the process, which includes the review of the rules by DOL and a copy of the rules being sent for a two weeks review period to the State Forester. The Board discussed the term “NJTC” within the rules. J. Greipp made a motion to add the definition of NJTC to the definition portion of the rules, K. Downes seconded, motion passed.

B. Board Staffing Needs Update – M. D’Errico informed the board that the ten new CTEs need to be inputted into the NJEMS system and is working with Forestry Chief Don Swaysland to obtain access to the NJEMS system. While the initial concern is for the ten new CTEs to be placed into the system, a larger amount of data input will be necessary when the rules are in place and businesses and new LTEs and LTCOs are identified. Access to NJEMS is needed to view the current status of individuals credentialed by the Board.

C. Other – The Board discussed whether a letter from the Board be sent to the Commissioner along with the final draft of the rules. After a brief discussion, DAG Dalia suggested that the Summary and Impact Statement document would suffice. The Board also asked about the status of the LTCO test and the creation a LTCO test subcommittee. J. Greipp volunteered to serve. M. D’Errico informed the Board that he believes some preliminary work has been done. The Board would like this topic to be included on the October agenda. The Board asked if there were any recent OPRA requests. The Program Manager and the DAG said not to their knowledge.

New Business:

A. CTSP (Certified Treecare Safety Professional) Renewal - M. D’Errico asked the Board on behalf of D. Johnson for a motion to renew his CTSP, which he obtained so that at least one Board member would have the credential. The CTSP is provided by TCIA and which is the only safety credentialing program in the industry. TCIA’s Certified Treecare Safety Professional (CTSP) program is designed to address several of the safety challenges that tree care companies face. The Board approved the renewal.

B Other – G. Lovallo handed out the sample done by the graphic’s logo company for the Board’s logo that would appear on the CAA trailer. The Board discussed and approved the logo with a minor adjustment to the shading of the State in order to better enhance the tree background. G. Lovallo will email the logo when the draft is complete.

General Public Comments: None

Closed Session: None

Next Meeting - Tuesday, October 15, 2013 at 9:30 am at Forest Tree Nursery, 370 E. Veterans Highway, Jackson, NJ

B. Emens moved to adjourn and K. Downes seconded the motion.

Meeting adjourned at 11:45 p.m.