

**BOARD OF TREE EXPERTS****MINUTES****September 16, 2014**

The Board of Tree Experts met on this date at the Jackson Township Municipal Building in Jackson, N.J. at 9:58 a.m. to discuss the business of the Board.

Those present were:

Steve Chisholm, President	Jennifer Dalia DAG
Rich Wolowicz, Vice President	Gary Lovallo
Kevin Downes	Barry Emens
Michael D'Errico, Program Manager	Dave Johnson, Sec/Treasurer
Don Swaysland	

**Open Public Meetings Act:**

The open public meetings act was read by D Johnson.

**Minutes of the Last Meeting:**

R. Wolowicz made a motion to approve the minutes of the August 19, 2014, D. Johnson seconded the motion which was unanimously approved.

**Administrative Report & Correspondence:**

M. D'Errico reported the passing of Richard Wolf, CTE #161 and John Kopas, CTE #204. M. D'Errico also reported that the Board received a letter from Maureen Campbell explaining she missed the CTE Exam due to storm damage and a call in by her employer JCP&L. Ms. Campbell plans on taking the exam in 2015. The Board also answered an OPRA request from Ted Szczawinski.

**Treasurers Report:**

D. Johnson reported handed out two Treasurer's reports to the Board: an end of fiscal year 2014 report and the September 2014 report:

Fiscal Year End - June 2014

Balance 7/01/13 = \$ 15,398.65 (FY2013)

Disbursements = \$ 17,252.06

Receipts = \$ 16,643.00

Deficit for the year: \$609.06

Checking Account Balance \$ 14,789.59

Asset Balance as of June 31, 2014 \$ 14,789.59

## Treasurer's Report - September 2014

Balance 7/01/14	\$ 14,789.59 (FY2015)
Disbursements	\$ 2,754.77
Receipts	\$ <u>0.00</u>
Checking Account Balance	\$ 12,034.82
Asset Balance as of September 16, 2014	\$ 12,034.82

B. Emens moved to accept the Fiscal Year 2014 report. K. Downes seconded the motion. Motion was approved unanimously.

R. Wolowicz moved to accept the Treasurer's report for September 2014. G. Lovallo seconded the motion. Motion was approved unanimously.

### **General Public Comments:**

NJ Forest Service Chief Don Swaysland had no comments

### **Old Business:**

A. Draft Rules, Impact and Summary Statements – President S. Chisholm stated that he had not heard from State Forestry Services about the Board's August 2014 request for any comments on the rules, impact statements and the summary. The Board discussed. A second letter will be sent to State Forestry Services requesting comments before the October 21, 2014 Board meeting.

B. Subcommittee report on LTCO exam/test outline – S. Chisholm and B. Emens gave a report on the subcommittee's recent meeting. S. Chisholm received an email from J. Greipp that he was stepping down from the LTCO Subcommittee. S. Chisholm also discussed with the Board TCIA's testing subjects which TCIA said the Board could use for the testing of the LTCO exam. S. Chisholm suggested that the CAA could be a third party to look over the LTCO exam. The Board also discussed.

C. Other – None

### **New Business:**

A. Reciprocity - The Board discussed three items under Reciprocity, the ISA letter, a Listing of Credentials and a Subcommittee on Reciprocity. S. Chisholm received a letter from the ISA concerning an opportunity to meet and discuss the LTE/LTCO Rules and ISA credentials. The Board discussed. S. Chisholm will send a letter to ISA suggesting that the best time to meet is once the Rules have been posted on the State's Register. M. D'Errico handed out a list of credentials we have received information on. And finally, S. Chisholm suggested to the Board that we establish a Subcommittee on the Reciprocity that would review and evaluate credentials presented to the Board.

B. Web Site – listing of law, how to obtain an LTCO. The Board discussed the addition to the website the LTE/LTCO Law and several other additions including how to obtain an LTCO section. M. D'Errico will provide the information to the Board's web master to accomplish.

C. NJ Dept. of Health Superstorn Sandy focus group – The Board received a copy of the DOH’s information page requesting volunteers for an occupational health study that will examine three focus groups: Tree workers, Red Cross workers and EMTs. The Board discussed.

B. Other – The Board and the Board’s DAG received BTE shirts.

**General Public Comments:**

NJ Forest Service Chief, Don Swaysland asked if the Board’s equipment was still in the office at 370 E. Veterans Highway. Mr. Swaysland asked for a copy of the FY 2014 year end fiscal report. That report will be posted on the board’s website once a small typo is corrected.

**Closed Session:**

The Board went into closed session through a motion made by R. Wolowicz and seconded by G. Lovallo. Motion was approved unanimously.

D. Johnson motioned that the Board come out of Closed Session, R. Wolowicz seconded the motion. Motion was approved unanimously.

**Next Meeting - Tuesday, October 21, 2014 at 9:30 am at Jackson Township Municipal Building, 95 West Veterans Highway, Jackson, NJ**

R. Wolowicz moved to adjourn and B. Emens seconded the motion. Motion passed

**Meeting adjourned at 12:11 p.m.**