

BOARD OF TREE EXPERTS**MINUTES****April 21, 2015**

The Board of Tree Experts met on this date at the Jackson Township Municipal Building in Jackson, N.J. at 9:44 a.m. to discuss the business of the Board.

Those present were:

Steve Chisholm, President	Gary Lovallo
Rich Wolowicz, Vice President	Jennifer Dalia DAG
Mark Goggin	
Joe Greipp	
Michael D’Errico, Program Manager	Don Swaysland

Open Public Meetings Act:

The Open Public Meetings Act was read by M. D’Errico

Minutes of the Last Meeting:

R. Wolowicz made a motion to approve the minutes of the March 17, 2015 meeting, J. Greipp seconded the motion which was unanimously approved with two small changes.

Administrative Report & Correspondence:

M. D’Errico reported to the Board: Phone calls are coming in concerning the CTE Exam, and the LTE/LTCO Law. The fifth CTE exam application was received and it came from an individual from Virginia. The Board was reminded that in 2014, individuals from five surrounding states took the CTE Exam. The CTE prep course has started with 23 individuals taking the first class. Of those 23 individuals, 16 did not take the CTE exam in 2014. Another ad for tree work was found that listed a NJ license number - The number was the home improvement contractor’s license number. The Board discussed.

Treasurers Report:

The Treasurer’s Report of April 21, 2015 developed by D. Johnson was handed out:
Treasurer’s Report – April 2015

Balance 7/01/14	\$ 14,789.59 (FY2015)
Disbursements	\$ 10,462.42
Receipts	<u>\$ 8,965.00</u>
Checking Account Balance	\$ 13,292.17
Federal Grant	<u>\$ 5,000.00</u>
Asset Balance as of April 21, 2015	\$ 18,292.17

R. Wolowicz moved to accept the Treasurer’s report for April 2015 as reported. M. Goggin seconded the motion. Motion was approved unanimously.

G. Lovallo asked for clarification on the internet services charges. The Board discussed.

General Public Comments:

None

Old Business:

A. Draft Rules, Impact and Summary Statements – S. Chisholm thanked DAG Dalia for the excellent write up concerning the legislative and administrative history of the Board. This document was then provided to DEP Chief Advisor, Ray Cantor and to Assemblyman Ron Dancer. S. Chisholm informed the Board that a conference call to discuss the movement of the LTE/LTCO rules occurred between Mr. Cantor, Assemblyman Dancer and himself. A face to face meeting will occur in May between the three parties.

B. BTE Audit update – S. Chisholm reported that the draft audit report was sent to Treasurer D. Johnson. The report needs to be reviewed, however there seems to be a number of inaccuracies and a number of points that need to be addressed with the auditors. Each Board member will receive a copy. A follow up meeting with the Auditors will be pursued

C. HomeAdvisor.com – M. D’Errico explained several phone calls the office received from a CTE and a representative from HomeAdvisor.com over the listing of tree experts and tree care services in New Jersey on the HomeAdvisor.com web site. HomeAdvisor wants to correctly list individuals doing tree care services in New Jersey following the law and the requirements of the Board. Home Advisors’ were informed of the pending rule process and the LTE/LTCO law. Once the rules are approved, HomeAdvisor will start to only list tree care companies that are in compliance with the law.

D. CTE Test Subcommittee – The Board was reminded that the 2015 CTE exam is under review by the Board’s CTE Test subcommittee and that the subcommittee’s comments concerning the exam needs to be provided shortly.

E. Other – None

New Business:

A. Ethics Training for the Board – The Board was provided a copy of an email received from Ray Papperman, Deputy Advisor to the DEP Commissioner and the instructions on how to view and complete the State Ethics Commission’s Special State Officer Training Module. The Board was asked to complete the training module in a timely manner and to print out a copy of the email receipt to verify the successful completion of the training for their and the Board’s records.

B. Other – S. Chisholm reported to the Board that he had a follow up conversation with ISA Executive Director Jim Skiera concerning the Certified Arborist credential, and the field components of the CTE exam.

General Public Comments:

NJ Bureau of Forest Management representative, Don Swaysland said Forestry would like to invite the Board to the State Arbor Day Celebration, Friday, April 24, 2015 in Moorestown Township, Burlington County.

Closed Session: None

Next Meeting - Tuesday, May 19, 2015 at 6:00 pm in Edison

R. Wolowicz moved to adjourn and M. Goggin seconded the motion. Motion passed
Meeting adjourned at 11:15 a.m.