

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

The Board of Tree Experts met on this date at the Jackson Township Municipal Building in Jackson, N.J. at 9:39 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
Mark Goggin	Joe Greipp
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 November 18, 2014 meeting, M. Goggin seconded the motion which was unanimously approved with a small change.

Administrative Report & Correspondence:

M. D’Errico reported to the Board: 2015 meetings dates, the annual “Branch Office” newsletter, topics for the annual meeting of CTE’s in January, web listings of CTE’s and the services they provide, the arrival of the first CTE exam application and an example of advertising by a tree company on a diner place-mat. The Board followed with discussion on the CTE directory and posting it on the web-site. An example of a DCA listing of the landscape architecture license was provided. D. Johnson briefed the Board on past advertising issues with CTE’s and non CTE’s. It was suggested that an example of the proper way for a CTE to advertise be placed on the web-site.

Treasurers Report:

D. Johnson handed out and reported on the Treasurer’s Report of December 16, 2014:

Treasurer’s Report - December 2014

Balance 7/01/14	\$ 14,789.59 (FY2015)
Disbursements	\$ 5,965.65
Receipts	<u>\$ 4,665.00</u>
Checking Account Balance	\$ 13,488.94
Asset Balance as of December 16, 2014	\$ 13,488.94

R. Wolowicz moved to accept the Treasurer’s report for December 2014. B. Emens seconded the motion. Motion was approved unanimously.

General Public Comments:

NJ Bureau of Forest Management Chief, Don Swaysland reported that the State Forester is still trying to be designated the Commissioner's representative to the Board.

Old Business:

A. Draft Rules, Impact and Summary Statements – DAG Dalia reported that her work load is easing up and she plans on making edits to the document. Once completed she will provide a copy for the subcommittee to review and adjust if needed. The plan is for S. Chisholm to provide the Commissioner with an electronic version as well as a hard copy of the rule document with a copy to Forestry.

B. BTE Audit update – D. Johnson reported that he submitted additional information to the auditors which had asked for copies of minutes and bank statements for 2014. D. Johnson was informed that possibly in January the report on the audit would be available. If so a copy of the report would be mailed to Board members for discussion at the February meeting.

C. ISA email/letter – S. Chisholm discussed with the Board the letter he sent to the ISA in response to their letter on meeting with the Board and discussing the LTE/LTCO rules, and reciprocity. The Board also received another letter from ISA seeking the Certified Arborist as an equivalent to the LTE. S. Chisholm will send a response to the ISA giving them the dates of 2015 GSTC in Atlantic City where possibly some members of the Board could meet with ISA to address concerns and answer questions.

C. Other – G. Lovallo asked about appointment terms of the Board. The Board discussed.

New Business:

A. Fees – D. Johnson discussed with the Board the fees that might be incorporated into the rules and specifically the computer base examination fee vs. the regular examination fee. The Board discussed the idea of both fees being equal so not to discourage an individual from using one over the other due to cost.

B. CEU's – The Board discussed the idea of possibly issuing CEU credit for 2015 before the rules are approved. The Board also discussed the idea of issuing a partial CEU for membership in tree related organization. An example was provided to the Board on another license that does that.

C. Other – None

General Public Comments:

Closed Session: None

Next Meeting - Tuesday, February 17, 2015 at 9:30 am in Jackson

R. Wolowicz moved to adjourn and J. Griep seconded the motion. Motion passed

Meeting adjourned at 12:00 p.m.