

Board of Tree Experts

Minutes

June 19, 2018

The Board of Tree Experts met on this date Jackson Municipal Building, 95 W Veterans Hwy, Jackson, NJ 08527 at 9:30am.

Those present were:

Steve Chisholm, Sr, President
Rich Wolowicz, Vice President/ Treasurer
Barry Emens
Joe Greipp
Gary Lovallo
Kevin Downes
Pam Zipse
Kevin Downes
Mark Goggin

Michael D'Errico, Program Director
Michael Schuit, DAG
Chloe Gogo, DAG

P. Aufiero, Recording Secretary
Arlene Dietz, Admin. Assist
Erin Lyons, Admin Assist

Public in attendance:
James Perone

Meeting called to order 9:30 am

- I. **Open Public Meeting Act:**
Open Public Meeting Act was read by M. D'Errico, signed by S. Chisholm and R. Wolowicz.
- II. **Approval of Agenda:**
Motion to approve made by M. Goggin, seconded by B Emens
Motion Passed
- III. **Minutes of February 20, 2018:**
Motion to approve minutes by M. Goggin, seconded by R. Wolowicz,
Motion Passed, Abstaining: S. Chisholm and B. Emens
- IV. **Administrators Report:**
 - ACRO was not awarded the contract for employees working for State of NJ. The Board staff signed contracts with ACRO and in the fine print it states that ACRO employees may not work for another employment agency for 180 days or 6 months. DEP Comptroller Steve Matis was notified and would investigate it. We

employees may not work for another employment agency for 180 days or 6 months. DEP Comptroller Steve Matis was notified and would investigate it. We were notified by ACRO that they will be subcontracting for the agency that was awarded the staffing contract, 22nd Century. We have not heard from the DEP or 22nd Century how this will work going forward in the new fiscal year (starting July 1, 2018).

R. Wolowicz motioned: If necessary, due to ACRO contract problem, the Board will pay Staff’s hourly earnings from the Board’s Checking Account starting July 1, 2018 and lasting until the situation concerning paying staff through the state’s temp agency contract is settled. Motion was seconded by P. Zipse. Motion passed.

- Minnesota Dept. of Agriculture sent a request to the Board of Tree Experts for a meeting regarding background information on how and why we started the law. They are interested in doing something similar due to injuries and fatalities in their state. M. D’Errico had a 90-minute phone call with a representative from Minnesota. S. Chisholm shared the information about Minnesota DOA call with Assemblyman Ron Dancer who then will share with New Jersey’s Secretary of Agriculture.

v. Treasurer’s Report:

June 19, 2018 Checking account:

Balance Beginning July 01, 2017.....	\$ 57,702.15
Disbursements.....	\$173,211.99*
Receipts.....	<u>\$193,825.00</u>
Checking Account Balance.....	\$ 78,315.16

*Includes \$85,000.00 moved to the NJCFS account

June 19, 2018 NJCFS account:

Disbursements.....	\$ 10,209.26
Receipts.....	<u>\$ 100,000.00</u>
NJCFS Account Balance	<u>\$ 89,790.74</u>
Asset Balance as of June 19, 2018.....	\$ 168,105.90

Motion to approve treasurer’s report, as submitted by B. Emens, seconded by J. Greipp, Motion passed

VI. **General Public Comments:**

None

VII. **Old Business:**

A. Compliance Officer/Field Inspector Position

Job was posted on BTE website, Craigslist, FOP (Fraternal Order of Police), PBA (Police Benevolent Association), NJ Veterans Affairs and one other Veterans group whose name was unavailable. The board has received 12 applications for the position, copies were distributed to the Recruitment Committee. Staff will be available to set up appointments for Committee members to interview applicants. Discussion: The Board may need to consider hiring more than 3 compliance officers to begin and then lower that number when more companies have been registered and licenses issued.

B. NOV (Notice of Violation) have been printed and are ready, copies handed out to Board members and DAsG.:

Discussion: How will these be numbered? TBD. Can Board members issue NOV without a conflict of interest? M. Schuit noted in the Law Duties of board 15C:15j, conduct such worksite inspections as may be necessary to enforce the provisions of this act.

Subchapter 9 Compliance and Enforcement 7:3A-9.1 of the Rules allows for the board to issue an NOV for unlawful activity.

S. Chisholm has a power point program for training compliance officers. Will send to office in email.

VIII. **New Business:**

A. Certification of Exams from June 6, 2018

The Board implemented for the first time the \$100 exam fee for each, LTCO, LTE Written and LTE Field. This was in addition to the \$50 application fee. There were 10 No Shows or reschedules for June 6, 2018 Exam. Some of these may have been a result of the additional exam fee.

LTCO Exam: Passed 6, Failed 3

Motion to certify 6 LTCO Licenssees by R. Wolowicz, seconded by G. Lovallo

B. Compliance with LTE/LTCO Law and Rules:

By the Numbers:

Business Registrations:

680 applications,

610 complete

45 incompletes

25 Application for approval

Motion to approve 25 by R. Wolowicz, seconded by M. Goggin.

Motion passed.

LTCO by Grandfathering:

411 Complete and approved

34 Incomplete

14 for approval

Motion to approve 14 by K. Downes, seconded by B. Emens.

Motion passed.

LTCO Reciprocity:

6 for approval.

Motion to pass 5 by J. Greipp, seconded by P. Zipse: (One applicant did not have sufficient documentation)

Glen Dudzic

Chris Travis

Thomas Holmbeck

Cullen Flynn

Robert O'Rourke

C. Other:

Future AONOCAPA's - 187 NOV's have been sent and 85 of those have passed the 20-day response time and are ready for AONOCAPA. We want to work on one that is just for not having the Business Registration and the Licensee.

Discussion: Follow up for Insurance coverage verification is done at certificate expiration date. Board is not listed as additional insured, so we are not notified by insurance company. There was a suggestion to compose a form letter requesting notification from the insurance company.

IX. General Public Comments:

None

X. Closed Session

Motion to go into closed session by R. Wolowicz, second by P. Zipse.

Motion passed

Motion to come out of closed session by R. Wolowicz, seconded by G. Lovallo.

Motion Passed

XI. Adjournment:

Motion to adjourn by R. Wolowicz, seconded by G. Lovallo.

Motion Passed