

Board of Tree Experts Minutes

July 18, 2023

The Board of Tree Experts met on this date at the Board Office, 101 W Veterans Hwy, Jackson, NJ 08527.

Those present were:

S. Chisholm, Chair
G. Lovallo, Vice Chair
J. Greipp
K. Downes
B. Emens
Mark G (Zoom)
S. Spero (member of the public)

Bruce Velzy DAG
Candice McLaughlin DAG

Staff

A. Glenn, Program Mgr.
P. Aufiero, Recording Secretary
L. Herrera, Administrative Assistant

Public in Attendance

None

Meeting called to order at 9:35am

- I. **Open Public Meeting Act:** Read by G. Lovallo signed by G. Lovallo and B. Emens (for S. Chisholm).
- II. **Agenda:** Motion to approve Agenda by J. Greipp, seconded by B. Emens. Motion passed.
- III. **Minutes** Motion to approve minutes of June 20, 2023, with changes by G. Lovallo, seconded by K. Downes. Motion passed. B. Emens abstains.
- IV. **Program Mgr. Report:** see attached.
 - A. **Vendor Update:**
See attached.
 - B. **Website & Database:**
Updates to website should be completed by September 2023. Discussion of citizenship question as part of the application. Such a question is no longer on Board website; DAsG asked to see if there are any recent Executive Orders on this issue. DEP needs to continue working to update .gov e-mail address.
 - C. **Compliance Report:** see attached.

Printout of suspended and incomplete businesses for Compliance Inspectors. Most incompletes registration renewals relate to the lack of insurance. Board advised to provide notice to incomplete registrants regarding the reason for incomplete registration renewals.

A. Dietz will begin doing NVOS from home this week.

B. G. Lovallo spoke of the need for staff cross-training.

- D. CEUs – Discussion – Tailgate Safety Manual 8 CEUs and need for notice to tree care industry of CEU changes for these CEUs, including during renewal of registrations.

TCIA has online (Digital) books in their Tree Care Academy that offer CEUs.

Morris Arboretum is now submitting their courses for LTE/LTCO CEUs.

ACRT has submitted some of their courses for CEUs.

V. **Financial Report:** see attached. Discussion re: Wells Fargo account access.

VI. **Inspector's Report:** see attached. Discussion re: cell phones. Inspector training being planned, with DAG McLaughlin's assistance. Tree Board reminded that inspectors need to use Tree Board-issued phones.

VII. **General Public Comment:** None

VIII. **Old Business:**

- a. Spanish Exam: Discussion of usefulness of current exam. K. Downes will have P. Slump, LTE #602 review and adjust. Ad hoc committee can be assigned to vet the new exam prior to use.
- b. MUA: B. Velzy is waiting for T. Farrell to return from leave to discuss.
- c. By-Laws: B. Velzy is working on the by-laws. Discussion.
 1. Official Seal
 2. Wells Fargo signatories and authorization to approve
 3. Treasurer.

IX. **New Business:**

- a. Motion to approve 6 new business registrations by J. Greipp, seconded by B. Emens. Motion passed.
- b. Motion to certify the exam grades of the Licensed Tree Care Operator applicants for the class of June 2023 who have attained passing grades and will have their names read into the July 18, 2023, minutes by J. greipp, seconded by G. Lovallo. Motion passed.

Bertin Aparicio

Princeton, NJ

Pedro Tapa Luna

Farmingdale, NJ

Flavio Ortiz Lopez

Lakewood, NJ

Conrado Galindo

New Brunswick, NJ

Jencer Carrillo Reyes

Trenton, NJ

Raul Garcia

Somerville, NJ

Marco Picado Amador

Somerville, NJ

Timothy Jarrell

Franklinville, NJ

Hunter Sprague

Manahawkin, NJ

- c. Exam Stats: see attached

- X. Motion to go into closed session to accept minutes of closed session of June 20, 2023, by J. Greipp, seconded by G. Lovallo, 11:40am
- XI. **Other:**
 - a. Fatality in Interlaken, NJ on June 14, 2023. Quality Tree Service, Oakhurst, NJ, an unregistered and unlicensed tree service providing tree care services for hire in NJ. Boley's Tree Service was called to the scene to remove the crane from the power and communication lines. P. Aufiero spoke with Joh Boley regarding the incident. The next week Quality Tree was working in Ocean Twp with the same crane. P. Aufiero called Ocean Twp and they sent out their inspector, Bill Brooks. E. Jones CI#111 was also sent to the location. Ocean Twp Police were there, and the operation was shut down. NOVs are being issued. Police Report was received.
 - b. Exam Study guide: Board will not provide a study guide but will provide the books available through TCIA and ISA.
 - c. Postage Increase went into effect.

Motion to adjourn by G. Lovallo, seconded by B. Emens. Motion passed at 12:01pm.
Next meeting scheduled August 15, 2023, at the Board office.