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State Board of Professional Planners
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New Jersey State Board of Professional Planners Public Session Minutes

SHARON M. JOYCE
Acting Director

February 3, 2010

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1. CALL TO ORDER

A meeting of the Board of Professional Planners was convened in accordance with the provisions of the Open Public Meetings Act. In accordance with these provisions, proper notice was made to the Secretary of State, the Newark Star-Ledger, the Trenton Times, the Camden Courier-Post, the Bergen Record, and Asbury Park Press. President, Joseph M. Petrongolo, opened the meeting at 10:00 a.m.

Present: Joseph M. Petrongolo, LLA, RLA, PP, Board President
Victor R. Vinegar, PE, PP, Board Vice-President
Rosalee Keech, Public Member
Richard R. Ragan, RA, PP
Marge Della Vecchia, PP, Government Member

OTHERS PRESENT: Arthur Russo, Executive Director, Michelle Albertson, Deputy Attorney General, Joseph Grabowy, Assistant to the Executive Director, and Cora M. Ramirez, Board staff.

2. APPROVAL OF MINUTES

December 2, 2009

The Board reviewed the minutes of December 3, 2009 and on a motion by BM Della Vecchia, second by BM Ragan, voted to approve the minutes as amended.

3. EXECUTIVE DIRECTOR REPORT

- a. ED Russo discussed the Item Writing Workshop (IWW) that was held on January 30 and 31, 2010 in Princeton, New Jersey. It was agreed that once the questions are received, they would be sent to the Board members for review and for use on the May 2010 examination.

b. ED Russo informed the Board that a draft prepared by BM Della Vecchia notifying all Municipalities of the licensure of professional planners was forwarded to Deputy Director Lawrence DeMarzo for review.

C. The Board requested a copy of its 2009 - 2010 fiscal year budget.

4. NEW BUSINESS

a. Invoice #7922014 in the amount of \$8,137,50 from Professional Credential Services was presented for payment and represents examination administration services for the November 2009 examination. On a motion by BM Della Vecchia, second by BM Ragan, the Board approved payment for this contracted expenditure.

b. The Board reviewed the draft license renewal notice for the period June 1, 2010 thru May 31, 2012. On a motion by BM Keech, second by BM Della Vecchia, the Board recommended that question #6 be changed to better reflect its intent since it allows licensee the opportunity not to report a prior incident.

c. On a motion by BM Ragan second by BM Della Vecchia, the Board nominated Vice-President Vinegra as Board President. On a motion by BP Petrongolo, second by BM Della Vecchia, the Board nominated BM Ragan as Vice-President.

d. On a motion by BM Ragan second by BM Della Vecchia, the Board unanimously elected BM Vinegra as Board President. On a motion by BP Petrongolo, second by BM Della Vecchia, the Board unanimously elected BM Ragan as Vice-President.

e. Courtenay Mercer of the APA and Chuck Latini, President of the AICP, offered their input regarding continuing education for professional planners. They agreed to prepare a draft document for further review by the Board.

5. OLD BUSINESS

a. The list of names of applicants who sat for the November 2009 examination was reviewed and noted for the record.

6. MOVE TO EXECUTIVE SESSION

On a motion by BM Ragan, second by BM Della Vecchia, the Board voted to move to Executive Session for the purpose of completing the Executive Session Agenda.

7. MOVE TO PUBLIC SESSION

On a motion contained in Executive Session the Board moved into Public Session for the purpose of adjourning the meeting.

Approved by:

Joseph M. Petrongolo, LLA, RLA, PP
President

Arthur Russo
Executive Director