



CHRIS CHRISTIE
Governor

New Jersey Office of the Attorney General

Division of Consumer Affairs
State Board of Professional Planners
124 Halsey Street, 3rd Floor, Newark, NJ 07102



PAULA T. DOW
Attorney General

KIM GUADAGNO
Lt. Governor

State Board of Professional Planners Public Session Minutes

THOMAS R. CALCAGNI
Director

October 5, 2011

Mailing Address:
P.O. Box 45016
Newark, NJ 07101
(973) 504-6465

1. CALL TO ORDER

A meeting of the Board of Professional Planners was convened in accordance with the provision of the Open Public Meetings Act. In accordance with these provision, 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. Board President Vinegra opened the meeting at 9:30 a.m.

Present: Victor E. Vinegra, PE, PP, Board President
Richard R. Ragan, RA, PP, Vice Chairman
Joseph M. Petrongolo, LLA, RLA, PP
Rosalee Keech, Public Member

Absent: None

OTHERS PRESENT: Joseph Grabowy, Acting Executive Director, Michelle Albertson, Deputy Attorney General, and Cora Ramirez, Board staff.

2. APPROVAL OF MINUTES

April 6, 2011

The Board reviewed the minutes of April 6, 2011 and on a motion by BM Petrongolo, second by Vice Chairman, Ragan, voted to approved the minutes as submitted.

June 1, 2011

The Board reviewed the minutes of June1, 2011 and on a motion by Vice Chairman Ragan, second by President Petrongolo, voted to ratify the actions taken at the June 1, 2011 meeting, and to approve them as amended.

3. EXECUTIVE DIRECTOR REPORT

Acting ED Grabowy discussed the status of its pending contract with Professional Credentials Services, Inc. for the administration of the Board's professional examinations. On a motion by Vice-Chairman Ragan, second by BM Keech, the Board

voted to modify and execute its contract with Professional Credentials Services, Inc. The new two (2) year contract will cover the Board's next four (4) examinations commencing in November 2011, thru May 2013.

4. NEW BUSINESS

a. Election of Officers

On a motion by BM Petrongolo, second by President Vinegra, the Board nominated Vice Chairman Ragan as Board President.

On a motion by Vice Chairman, Ragan, second by President Vinegra, the Board nominated BM Petrongolo as its Vice Chairman.

b. There were 7 applications approved for the November 2011 New Jersey Professional Planners Examination.

c. BM Keech requested that Metro Scanning appear at the next Board meeting for a post implementation review.

5. OLD BUSINESS

None

6. MOVE TO EXECUTIVE SESSION

On a motion by Vice Chairman Ragan, second by BM Keech, the Board voted to enter into Executive Session for the purpose of completing the Executive Session agenda.

Approved:

Victor E. Vinegra, PE, PP.
President

Joseph Grabowy,
Acting Executive Director