



## **WEST VIRGINIA STATE BOARD OF REGISTRATION FOR FORESTERS**

### **MINUTES APRIL 9, 2009**

The meeting of the West Virginia Board of Registration for Foresters (WVBORF) was held at West Virginia Division of Forestry's office at the West Virginia Department of Agriculture's Guthrie Complex near Charleston, WV. The meeting was called to order at 10:12 a.m. by WVBORF Board President Gary Miller. Others present included Board members Dave Hill, Gary Miller, Dan Parker, Secretary Cinda Francis, and Clerical Assistant Hope Goff.

The minutes of the October 2008 meeting were reviewed. Dave moved and Dan seconded a motion to approve the minutes as written. Motion passed. The minutes of the special meeting held December 22, 2008 were reviewed. Dave moved and Dan seconded to approve the minutes as written. Motion passed. The Financial Report was reviewed – Deposits for the period of October 17, 2008 – April 9, 2009 totaled \$1,349.74 and Expenditures were \$3,818.69, with a balance on hand as of April 9, 2009 of \$18,316.50. Dan Parker made a motion to accept the Financial Report as presented. David Hill seconded the motion. Motion passed.

### **CORRESPONDANCE**

- The Board received written notice that the complaints against David Turnipseed and Mike Henderson by the Board of Surveyors have been dropped.
- Keri Yankus sent a letter requesting the Board send a letter to the New Hampshire Board of Foresters stating she is in good standing with WV. A reciprocity agreement with New Hampshire does not exist, but one does exist with Maryland. There was discussion regarding sending a representative to the Southern Board of Registration for Foresters Annual Conference in order to obtain additional information on establishing reciprocity agreements with other states.
- A letter was received from Mr. Gary Long regarding his case against a former employee being dismissed. No action by the Board was taken.
- A letter was received from the Attorney General's Office regarding municipal bonds. It does not pertain to the WVBORF.
- Secretary Francis has supplied the WVBRIM with the names and contact information for WVBORF Board members. Additional information will be forthcoming regarding the state-required Defensive Driving Course.

- A letter was received by the IS&C Office stating that the rate charged for administrative services was changing. No action needed.
- Signatory Authorizations were signed and submitted to the Department of Administration.
- A copy of the roster and Annual Report from the Alabama Board of Registration for Foresters had been received by the WVBORF. Secretary Francis distributed this report to Board members present.

## **OLD BUSINESS**

**Status of Legislation** – Secretary Francis reported that there had been language added in the Senate that stated that at least one member of the Board must be a Forestry Technician. Specifics not yet known but do know that the Forestry Technician would replace Dan when his term expires June 30, 2009. The legislative session ends Saturday, April, 11, 2009. Dan is willing to attend the October meeting if a replacement has not yet been named.

## **NEW BUSINESS**

**Report on WV Association of Licensing Boards Meeting** – President Miller and Secretary Francis attended the last meeting held in Charleston, WV. Reported that it was well attended and felt our involvement was beneficial. Secretary Francis was asked by the Board to inquire as to the proper level of dues that the WVBORF should pay. Dave moved and Dan seconded a motion to pay up to \$100 in dues to the WVALB. Motion passed. There are no plans at this time to hold discussions with other Boards regarding the combining of administrative duties.

**Board Appointments** – Secretary Francis reported that a letter had been mailed to the Governor relaying information on the Board's self-appointments of John Brooks and Gary Miller to fill the last two expired terms that had not been filled by the Governor. Replacement for Dan's position is pending passage of the legislation. Dan indicated he would be willing to serve another term, if allowed.

**Unemployment Compensation Status** – Secretary Francis reported a letter from the WV WorkForce Office (Unemployment Compensation) had been received. At this time, it has been determined that the Board does not meet the requirement to pay. In the future, if clerical staff (excluding WVBORF Board members) work more than 20 weeks in a calendar year, the WorkForce Office must be contacted to determine eligibility for unemployment compensation payments

**CFE Determination for College Coursework** – Secretary Francis requested guidance on the determination of CFE credit for college courses completed. Two individuals had submitted copies of college transcripts for CFE credit. After discussion about each situation, a motion was made by Dan to approve requests for CFE credit for college coursework on a case-by-case basis. Additionally, the individuals must already be registered with the Board for college coursework to be accepted. Dave seconded the motion. Motion passed.

## **Other Business**

The Board discussed the issue of awarding CFE credit for university and college professors who teach forestry courses. After much discussion, Dan made a motion to accept the teaching of forestry-related courses by university and college professors as having met the annual CFE requirement of the Board. Additionally, the following language is to be added to this year's renewal letter/form, "The Board recognizes individuals teaching forestry-related courses at a Society of American Foresters accredited college or university as having met the CFE credit through the nature of their employment. No certificate is required with the renewal form." David Hill seconded the motion. Motion passed.

To provide additional security and storage of WVBORF records, Dan Parker made a motion to purchase a new filing cabinet. Dave seconded the motion. Motion passed.

There was discussion regarding an increase in the renewal fee. Due to the current economic situation and the current financial situation of the WVBORF, there was no decision to increase fees at this time. It will remain at \$25 per year.

There was discussion regarding the feasibility of obtaining a cell phone for the WVBORF. Dan Parker made a motion to have Secretary Francis investigate an economical and cost effective plan to establish a direct phone line to be used solely for the WVBORF, and have the number listed in the Charleston Phone Directory. Dave seconded the motion. Motion passed.

## **REVIEW OF APPLICANTS**

### **Emeritus Status**

The Board members reviewed the request of Michael Watson, RPF #119 of Falling Waters, WV, for Emeritus status. David Hill moved to grant him Emeritus status. Dan Parker seconded the motion. Motion passed.

### **Upgrades**

Two Foresters-in-Training requested upgrades from the Board. Shawn Butler was found to have met the work experience requirement. Matthew Parsons also requested an upgrade from Forester-in-Training. He will meet his work experience requirement in May. Dan Parker made the motion that Shawn Butler be upgraded immediately and Matthew Parsons be upgraded as of May 15, 2009, to Foresters. David Hill seconded the motion. Motion passed.

Shon A. Butler	RPF #711
Matthew Parsons	RPF #712

**New Forestry Technician Applicants** – There were 2 new applications for Registered Forestry Technician that were reviewed.

The application for Billy Ray Fortney Jr. was received, and after review found to be in order. The application for Roger Gribble was received, and after review determined that additional work experience is needed. Dan moved to accept Billy Ray Fortney, Jr. as a Forestry Technician

and Roger Gribble as a Forestry Technician-in-Training. David Hill seconded the motion. Motion passed.

Billy Ray Fortney, Jr. FT-99

**New Forester Applicants** – There were 8 new applications for Registered Forester that were reviewed.

The applications for Paul Bogden, Paul Helser, and John Thomas Stark were received, and after review, found to be in order. Dan Parker moved and David Hill seconded a motion to approve these three individuals as Registered Foresters. Motion passed.

Paul P. Bogdan	RPF #713
Paul A. Helser	RPF #714
John Thomas Stark	RPF #715

The application for Jason Brock was received, and after review, found to be lacking one forester reference. Dan Parker made a motion to approve his application after the receipt of an additional appropriate reference. David Hill seconded the motion. Motion passed.

The applications for Thomas D. Wilsoncroft, Tyler M. Putzulu and Emma E. Pemberton were received, and after review, found to be lacking the needed work experience and receipt of appropriate references. David Hill made a motion to approve all of them as Foresters-in-Training, pending receipt of all appropriate references. Dan Parker seconded the motion. Motion passed.

The application of Brendan Solan London was received, and after review, found to be lacking three references. Additionally, his work experience will not be met until May 13, 2009. Dan Parker moved he be approved pending the receipt of three additional references, effective May 13, 2009. Dave seconded the motion. Motion passed.

### **Annual Audit of Financial Records**

The Board members reviewed the receipts and disbursements for the WVBORF as presented by Secretary Francis and verified that they were in order.

The next scheduled meeting of the Board will be October 8, 2009, at WVDOF Office in Charleston, WV. The meeting adjourned at 2:30 p.m.