

The WV Board of Registration of Foresters met on April 17, 2015 at the WV Division of Forestry headquarters in Charleston, WV. Those in attendance were Gary Miller, Dave Hill, President John Brooks, Secretary/Treasurer Cinda Francis, and clerical support Hope Goff.

The meeting was called to order at 10:15 am by President John Brooks. The minutes from the October 2014 meeting were distributed. President John Brooks asked if there were any changes or corrections to the minutes. Being no changes or corrections, Dave Hill made the motion to approve the minutes as corrected. Gary Miller seconded. Motion carried.

Secretary/Treasurer Cinda Francis distributed the financial report. Gary Miller moved to accept the financial reported. Dave Hill seconded. Motion Carried.

Correspondence –The Board received a complaint on Jaye Hayes. He is doing work in West Virginia as a Professional Forester and is not currently registered with the Board. Gary Miller stated that there is a letter that we have on file that needs to be sent to Jaye Hayes and the Complainant.

Safety Review – The board reviewed and discussed “Foggy Conditions affect Driving”

Old Business

- **Exam** – President John Brooks reported on the last test session that was held in September at WVU. There were 3 attendees to the September exam. The results were that 1 passed and 2 failed. One of those had failed the test at the March 2014 test session. John Brooks said that he will do a review of both of the failed exams and provide the them with a synopsis of what types of questions they had missed, and what they needed to brush up on for the next test session. Secretary/Treasurer Cinda Francis stated that she had been approached by someone who had been in the workforce 30 years outside of WV if the board was going to offer a review session. After much discussion, it was a unanimous decision that at this time it was not feasible to hold a review session. John Brooks stated that the board was not in the business to train applicants to pass the test. Gary Miller asked it would be possible to make a list of reading materials that the applicants could read to brush up on topics.

Gary made the motion to go into Executive Session. Dan Parker seconded

- **Attorney General** - Cinda Francis spoke with Kelly Talbott of the Attorney General’s office and asked her what would be the next steps the board would take if there was someone who did not comply with the code. Kelly was not familiar with our current code. She was going to read it and get back with Cinda in the coming days.

New Business

- **Storage Unit** – Hope Goff updated the board on the acquisition of the storage unit. The Board has been able to obtain a unit with the lease starting April 1, 2015. The storage unit is located at Ripley Storage Solutions, 148 McGraw St., Ripley, WV 25271 – phone 304-372-7345. The unit number is E20. All files will be moved from the WVDOF Headquarters, Cinda Francis’ and Hope Goff’s residences in the very near future.

- **Website review** – President John Brooks reported that all specified changes had been made to the website.
- **Reciprocity** – President John Brooks reported that the Board had receive a reciprocity request from a forester in Maryland. Maryland is not an exam based state, therefore we cannot have a reciprocity agreement with any state that is not exam based. He also reported that on the South Carolina’s Registered Foresters webpage they have WV listed has one of the states they have reciprocity with. Currently he said that North Carolina is looking at a reciprocity agreement with the board. John Brooks stated that the board should not make a decision until we have a decision from the North Carolina Board. Gary Miller made a motion that the board would accept a reciprocity for registered foresters if they have passed the Certified Forester Exam or a state exam where they are currently registered. Cinda Francis seconded. Motion Carried. Gary Miller also made a motion to accept the WV State exam or the Certified Forester exam for new applicants. Cinda seconded. Motion carried. Gary Miller made a motion that if a registered forester has been delinquent 5 or more years in their renewals, then they must take the exam before they can be reinstated. David Hill seconded. Motion carried.

Other Business

- **Exam date** – The next exam will be held on October 3, 2015. The test will be held on the WVU Campus, Percival Hall at 10:00 am. John Brooks will provide Hope Goff a review of the 2 exams to send with their letter of notification of their test results. He will also provide a review of the questions that were missed on those exams for the board to review. He may also make some suggestions on areas the board may look at changing on the exam. John Brooks and Gary Miller will work on a reading list to provide to the persons taking the exam if needed. John Brooks is willing to consult with the board on testing/exams.
- **Resignation** – President John Brooks will be resigning his position on the board on June 30, 2015. He will retiring from WVU and moving south.
- **Emeritus Status** – None
- **Carryovers** – None
- **Upgrades** – Mark David C. Hudnall has requested an upgrade. He was approved as a Forester-in-Training in June 2012. He has obtained is 2 years of work experience. Gary Miller made the motion to approve his upgrade.

Mark David Carl Hudnall – RPF#779

- **Results from Exam** – Scott Jearald Cessna passed the exam on March 21, 2015 and all his paperwork was in order from his review in October 2014. His approval date is March 21, 2015.

Scott Jearald Cessna – RPF#780

Review of Applicants

The board reviewed the one application that was received. Gregory Neal Nance was short 2 forestry references. We will make contact with him on the status of his application. His application was tabled until the October 2015 meeting.

The annual audit was performed by President John Brooks and Dave Hill. There was on payable missing from the folder. Hope will look for it and email the board a copy to review. Other than that, it was approved and signed off on.

The next meeting will be held October 15, 2015at the WV Division of Forestry Headquarters.

Meeting adjourned at 12:05 pm