

The WV Board of Registration of Foresters met on October 22, 2015 at the WV Division of Forestry headquarters in Charleston, WV. Those in attendance were Dave Hill, Daniel Parker, Secretary/Treasurer Cinda Francis, and clerical support Hope Goff.

The meeting was called to order at 10:05 am. The first item of business was to nominate a president. Dan Parker made the motion to nominate David Hill as president. Cinda Francis seconded. Motion carried. The minutes from the April 2015 meeting were distributed. President Dave Hill state a correction to be made to the work foresters, being it did not need the "s". Dan Parker made the motion to approve the minutes as corrected. Cinda Francis seconded. Motion carried.

Secretary/Treasurer Cinda Francis distributed the financial report. Secretary/Treasurer explained why we have had a decrease in revenue. After some discussion as to this decrease, the motion was made to accept the financial report as presented by Dan Parker. Cinda Seconded. Motion carried.

Correspondence –Cinda updated the board on the complaint against Jaye Hayes. His response was received in a timely fashion and President Dave Hill stated that he has stopped working in WV. No further action was needed.

Secretary/Treasurer Cinda Francis stated that the required Auditors training was scheduled for December 1, 2015 in Charleston, WV. Dan Parker attended last year's training. It was suggested that President Dave Hill attend this year. He will get to the board on his availability. Cinda made the motion for the Board to pay for one person from the board to go. Dan Parker amended the motion stating that the board should pay for whomever attends from the board. This motion was seconded and passed.

Safety Review – The board reviewed and discussed "Common Workplace Injuries"

Old Business

- **Exam** – John Brooks provided the board with a review of the last testing session which was held October 3, 2015. We had 10 applicants that were sent letters stating they could take the exam and the details. Three people showed up to take it and all three had passed. The board discussed the need for some kind of review to be made available to the one who need to test. The board recognized a need for guidelines so they are not coming into the test cold. President Dave Hill mentioned asking Dr. John Brooks to work up a study guide that can be placed on the website for our potential test takers to review. Cinda made the motion to contact Dr. Brooks and ask him to prepare something. The board will reimburse him at a cost of no more than \$1,000. Dan Parkers seconded, motion carried.
- **Attorney General** - Cinda Francis reported that Kelly Talbott with the Attorney Generals office had not gotten back with her.
- **Reciprocity** – Dr. John Brooks emailed a summary of his visit to the Southern BORF Meeting. North Carolina BORF is considering our request. President Dave Hill feels that we will be notified of their decision regardless of what it is once it is made. No further action is needed at this time.

New Business

- **Board Appointments** – No new board appointments have been made by the Governor. President Dave Hill stated that if nothing happens in the next 6 months, we need to draft a letter to the Governor. Cinda said she would be in favor of Dave drafting the letter now and getting the process moving.

Other Business

- **Website** – The only thing that we need to make sure is on the website is the next exam date. Make sure this stays updated.
- **Exam Date** – The next exam date will be March 19, 2016 on the Glenville State College campus. President Dave Hill will find out from John Brooks who he contacted to make these arrangements.
- **Emeritus Status** – Sara E. Lane – Dan Parker moved to award Sara Lane emeritus Status, Cinda Francis seconded. Motion carried.
- **Carryovers** – None

Review of Applicants

The board reviewed a total of 14 applications. The board found the following:

- Eric Michael Jaeschke passed the exam on October 3, 2015 and all his paperwork was in order. Jamie Schuler passed the exam on October 3, 2015 and all his paperwork was in order. Aaron Michael Holley passed the exam on October 3, 2015 but lacked the necessary work experience. Dan Parker made the motion to accept Jaeschke and Schuler as Registered Foresters and to award Holley Forester-in-Training Status. Cinda Francis seconded. Motion carried.

Eric Michael Jaeschke – RPF#781

Jamie Schuler – RPF#782

- Matthew Joseph Carr needs to take the exam and is lacking one reference. He will be sent a letter saying upon receipt of his reference as favorable within 30 days, he will be awarded Forester-in-Training Status until he passes the required exam. Dan made the motion and Cinda seconded. Motion carried.
- Brent Lee Combs needs to take and pass the exam. Cinda made the motion to award him Forester-in-Training status until he passes the required exam. Dan Parker seconded. Motion carried.
- Jason Eugene Deal is lacking 2 references and the 4 years work experience to be a Registered Forestry Technician. Dan made the motion to award him Graduate Forestry Technician-in-Training Status upon favorable receipt of 2 references within 30 days. Cinda Francis seconded. Motion carried.

- Craig Alan Elswick is lacking the 4 years work experience. Cinda Francis made the motion to grant him Graduate Forestry Technician-in-training status. Dan Parker seconded. Motion carried.
- Michael J. Glover is lacking 1 reference. He is already a certified forester and will not need to take our exam. Dan Parker made the motion to award him full Registration once his reference is receive. Cinda Francis seconded. Motion carried.
- James Curtis Helton is in need of 2 forester references. The board will send him a lettering letting him know. Once received he can be approved. Dan Parker made motion to approve, once 2 favorable references have been received. Cinda Francis seconded. Motion carried.
- Michael Loudin Hughes needs 2 forester references and the required work experience. The board will send him a letter and he will be carried over to the April 2016 meeting.
- James T. MacDonald is in need of 2 references. He will be mailed a letter stating upon receipt of 2 favorable references, he will be registered as a Forestry Technician. Cinda Francis made this motion, Dan Parker seconded. Motion carried.
- James R. Remuzzi needs to take and pass the required exam. He has the references and work experience. Dan Parker made the motion to award him Forester-in-Training status until he has taken a passed the required exam. Cinda Francis seconded. Motion carried.
- Kathryn Marie Trupo needs 1 reference, work experience and to take and pass the required exam. She will be carried over to the April 2016 meeting.
- Jerald Stuart Reed has met all requirements to be a Forestry Technician. Dan Parker made the motion to award him FT Status. Cinda Francis seconded. Motion carried.

Jerald Stuart Reed – FT-120

James Curtis Helton-FT-121

The board acted upon one more item of business. Dan Parker made a motion, to purchase an all-in-one printer/scanner/copier not to exceed \$500. Cinda Francis seconded. Motion carried.

The next meeting will be held April 14, 2016 at the WV Division of Forestry Headquarters.

Meeting adjourned at 12:53 pm