

The WV Board of Registration of Foresters met on October 23, 2014 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, Daniel Parker and clerical support Hope Goff.

The meeting was called to order at 10:03 am by President John Brooks. The minutes from the April 2014 meeting were distributed. Gary Miller stated that his name is not correct in 3 places and those corrections need to be made. Dave Hill made the motion to approve the minutes as corrected. Gary Miller seconded. Motion carried.

Secretary/Treasurer Cinda Francis distributed the financial report. President John Brooks had a question about one of the expenses. Dave Hill had a question about one of the expenses being tagged. President John Brooks stated that the revenue was up about \$7,500 from this time last year. Dan Parker moved to accept the financial reported. Dave Hill seconded. Motion Carried.

Correspondence – No correspondence was received.

Safety Review – The board reviewed and discussed “Improving Gas Mileage & Lowering Fuel Consumption”.

Old Business

- **Exam** – President John Brooks reported on the first two test sessions. The first session was held at WVU in May had one attendee and he passed. The session on September 27 had four attendees and was held at Glenville. Three of the attendees passed and one failed. The test at Glenville was proctored and she will be paid soon. President John Brooks asked if they would have to pay the \$100 to retest.

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

The next test sessions will be held March 21, 2015 at WVU and September 19, 2015 at Glenville. These need to be listed on the website.

- **Attorney General** - Cinda Francis needs to make contact with the Attorney General’s office on the complaint Procedure

New Business

- **Storage Unit** – Secretary/Treasurer Cinda Francis discussed the possibility of obtaining a storage unit in Ripley. We no longer have access to the storage that was provided at the WVFA office. She stated that we had files in Charleston, at her house and at Hope Goff’s residence. She talked about how over the summer, we needed to access the files in Charleston to fulfill a FOIA request and that Hope Goff had to take time off of work to get to the files. The board discussed the need to have all the files in one location and the cost associated with this. Gary Miller made

the motion to obtain a storage unit and the fixtures for the unit not to cost more than \$2,000. Dan Parker seconded. Motion carried.

- **Auditors Training** – Secretary/Treasurer Cinda Francis reported that the Annual Auditors Training is going to be December 2, 2014. The cost of the training is \$85 per attendee. The deadline to register is November 14. President John Brooks asked if we could send Hope. Cinda read who was required to go. Dan Parker said he could go this time. Secretary/Treasurer Cinda Francis stated that she would take care of registering Dan for the training.
- **CFE Policy** – Secretary/Treasurer Cinda Francis discussed a couple questions regarding the boards' current policy. One forester wanted to be able to carryover his CFE's. The other forester had an issue with having to go through SAF and paying their fee of \$25 to obtain his own CFE's. After much discussion, it was agreed that the current policy did not need to be changed.

Other Business

- **Website review** - President John Brooks presented a report on his overview of the WV Board of Registration for Foresters website. He passed out a packet with the pages printed out and notes he had made. He also checked to make sure all the links were working and took the visitors to the right spot. The following pages were found to be ok, complaint form, Mission Statement, Rules & Regulations, Registration Requirements, Application Form, and fees. The pages that need updated or links need to be fixed are Board Officers, Financial Statement, News, Meetings, Roster, Renewal Form, Continuing Education, Emeritus, Links (Glenville link is broken), Contact Us needs the fax number removed. The board discussed only having the last 5 years minutes on the website. The other minutes will be made available by request. John said that this is phase 1 of the website review.
- **Reciprocity** – The board received a request from a forester that was registered in another state and requesting reciprocity in West Virginia. Secretary/Treasurer Cinda Francis stated that she was told that we had an agreement with Maryland. Gary Miller said he has a problem on giving reciprocity without the requirements of state the forester was first registered in not being the same. He feels that this could be used as a way to avoid taking our test. President John Brooks asked about the need for a reciprocity request form like the one used in South Carolina. Gary Miller said that we need a form and it should include verification of education, work experience, and if an exam is required. Gary Miller also stated that we no longer have a reciprocity agreement with North Carolina because we did not require an exam. Cinda Francis will develop a form and bring it to the April 2015 meeting for the board to review. President John Brooks will contact Maryland to see if they require an exam, so he can get the forester an answer. President John Brooks asked that in the letter of approval of reciprocity to make note of the 10 CFE per year requirement and renewal fees.

Emeritus Status – The board received 3 requests for emeritus status. Two said they were no longer working in the Forest Industry and one has retired. Justin Shannon and Stephanie Timmermyer are no longer in the industry and Robert Whipkey has retired due to health reasons. Gary Miller moved to accept the three requests. John Brooks seconded; Motion carried.

Carryovers – Elizabeth Basham was reviewed last April and she was short a reference. She provided a needed reference and it came in favorable. She still needs to take the exam and is need of work experience. Dan Parker moved to award her Forester-in-Training status, which gives her ??? years to pass an exam and obtain the work experience. Gary Miller seconded. Motion carried.

Upgrades – Brian Young sent the board a letter requesting an upgrade from Forester-in-Training to Forester status. If he applied to be registered before December 1, 2013, then he will not need to take the exam. Gary Miller moved to approve this upgrade. Dan Parker seconded. Motion carried. Donald Grant is currently a Forestry Technician. He went back to school and completed the requirements to be a Forester. Gary Miller moved to approve this upgrade. Dan Parker seconded. Motion carried.

Review of Applicants

The board reviewed the six applications that were received. Scott Jearald Cessna, Judson Taylor Collie, Adam Foehringer, Craig Michael Ricottilli, Clint Manns, and Aaron Gene Tumblin.

The following was found: Judson Taylor Collie has met all the requirements to be registered. Gary Miller made the motion to approve; Dave Hill seconded. Motion carried.

Scott Jearald Cessna, Clint Manns and Craig Michael Ricottilli have the work experience but need to take and pass the exam. Gary Miller moved to move the three to Forester-in-Training status. Cinda Francis seconded. Motion carried.

Adam Foehringer has taken and passed the exam but is still lacking experience . Gary Miller made the motion to approve him as a Forester-in-Training until he complete the work experience. Cinda Francis seconded. Motion carried.

Aaron Gene Tumblin needs to take and pass the exam and obtain the work experience. Gary Miller moved to approve him as a Forester-in-Training while he completes the rest of the requirements. Cinda Francis seconded. Motion carried.

Judson Taylor Collie – RPF #776

Dave Hill asked the question about the future of the board when members retire and move out of state. Gary Miller asked President John Brooks to write a letter to Melissa VanGundy asking her to supply the Governor with five potential people for appointment and provide her with copies of previous letters requesting appointments to the board from the Governor. Dan Parker will try to talk to Governor about getting two new appointments. President John Brooks has to go before the FMRC in January 2015 and he will put a bug in their ear on our need. The FMRC is supportive of the board.

The next meeting will be held April 9, 2015at the WV Division of Forestry Headquarters.

Meeting adjourned at 12:47 pm