

The West Virginia Board of Registration for Foresters met on April 9, 2010, at the WV Division of Forestry Headquarters, at the Guthrie Complex, Charleston, WV. The meeting was called to order at 10:03 a.m. by President Gary Hill. Others in attendance included Secretary/Treasurer Cinda Francis, Clerical Assistant Hope Goff, and Board members David Hill, John Brooks and Dan Parker.

The minutes of the previous meeting were distributed. David Hill made a motion to accept the minutes as read and Dan Parker seconded the motion. Motion carried.

The Financial Report was given by Secretary/Treasurer Cinda Francis. She explained the \$1,034.98 difference from reports prior to June 2006 and distributed revised financial reports to show the balance. The consensus was to make the adjustment, carry it forward and not spend any more time on the matter. Dan Parker moved to accept the Financial Report and David Hill seconded the motion. Motion carried.

### **Correspondence**

There have been no new complaints. In regard to the issue involving Walt Graham, the following was discussed. Cinda Francis had faxed a copy of complaint and registration form to him, but nothing has been heard from him to-date. President Gary Miller has prepared two response letters, one to Mr. Bowser (Lawyer for Dr. Dulusky) and one to Walt Graham. According to the new legislation we must make the complainant aware of complaint via certified mail. The Board reviewed the letters and decided to include wording requiring a response within 30 days and send by certified mail by next Wednesday, April 14.

A letter had been received from Workforce WV requesting the number of licenses issued in 2006, 2007, and 2008. Secretary Francis reported the numbers had gone down during this period but have increased in 2009. David Hill made a motion to mail letters to all registrants, even those who have not been current in registration. Dan seconded the motion. The motion carried.

The Board received the Business Registration Certificate.

A letter from a website master was received and reviewed. The Board took no action.

The Board received notification that the insurance for FY2011 will be \$2,353.00.

Secretary Francis reported that at the WV State Auditor's Training she attended in December 2009, it was mentioned that our records have various levels of security measures required. While we keep official records in a locked file cabinet, we need to let our registrants know that their name, address, phone number is public information and this should be added to the renewal form. The new language would state, "Since this is public information your name, address, and phone number may be used to publicize CFE credits.

A letter from Governor Manchin was received in regards to the requirements of the Office of Technology, which required President Miller to sign and return.

## **Old Business**

**Legislation** – We had met with Charlie Roskovenski on December 9, 2009. House Bill #4559 reflects changes that were discussed at that December 2009 meeting. The Board must still develop and implement an exam. Any changes must be proposed by June 26, 2010 for Charlie to review. There was discussion on the degree programs that would qualify for registration.

## **Equipment purchases**

**Post Office Box:** The Board purchased a Post Office Box at the Ripley Post Office and the new address: Post Office Box 1032, Ripley, WV 25271 is in use.

**Cell Phone:** The State contract is cheaper than an independent plan would be. The State Contract is with Ntelos, which provides a free phone, 100 minutes, unlimited nights and weekends for \$23.57 per month. President Gary Miller signed the acquisition form to confirm the purchase.

**Email Address:** The new email address is also in effect([www.wvborf@wirefire.com](mailto:www.wvborf@wirefire.com)).

## **New Business**

**Board Appointments** – There has been no word from the Governor regarding Dan Parker's seat. Cinda Francis' term expires on June 30, 2010. Cinda is willing to serve another 5-year term. President Miller will write a letter to Aaron Plaughter, WV SAF Chair, informing them of the Board's request. The SAF must submit the five names to the Governor for consideration of the appointment.

**Exam** – John Brooks had met with Rick Sypolt, Glenville State College and he encouraged the Board to adopt a "legally defensible" exam. Discussion included utilizing the SAF CF exam, but no decision was made. John Brooks will continue to investigate this.

**2010-2011 Renewals** – The Board discussed increasing the Board's fees. Secretary Francis reported that at the Auditor's Training, it was suggested that Boards should have 4 to 5 times their annual budget in reserve (for potential legal costs). Dan Parker made a motion to increase the application fee to \$75.00, the renewal fee to \$30.00 and the late fee to \$15.00. John Brooks seconded the motion. Motion carried.

John Brooks made a motion to drop the language on the renewal forms that recognized courses taught by college professors to fulfill the annual CFE requirement. David Hill seconded the motion. Motion carried.

David Hill made a motion to make the Annual Report available only in electronic format on the website and to charge \$5 for a hard copy. Dan Parker seconded the motion. Motion carried

### **OTHER BUSINESS**

A registrant had contacted both Secretary Francis and John Brooks on why his certificate does not have an embossed gold seal. The Board will look into this matter and report back at the October meeting.

The Board discussed possible sending some of our records to the State Archives.

**EMERITUS STATUS** – None have been received.

**FIT/FTIT UPGRADES** – A request was received from FIT Tim Sizemore to be upgraded to a Forester. He has a 2+2 and four years of work experience. John Brooks made a motion to upgrade Tim Sizemore from a FIT to a Forester. Dan seconded the motion. Motion carried.

**CARRYOVERS FROM 10/08/09** – One application was reviewed and after determining that only work experience was needed, John Brooks moved and Dan Parker seconded the motion for the following to be issued:

Brandon Hibbs – Forester in Training

Motion passed.

**Forestry Technicians** – The Board reviewed three requests for registration as Forestry Technicians. After these applications were reviewed and found to be in order, David Hill made a motion and John Brooks seconded the motion to issue the following registrations:

Jared Ray McClung      #FT-100

Matthew Snyder          #FT-101

Matthew Ross needs additional references and will be given 30 days (until May 9, 2010) to submit the additional, satisfactory references. The motion passed.

**Foresters** - The Board reviewed seven requests for registration as Foresters. After review of the applications, Chad Casselman (#724), Timothy Donovan (#730), and Donald Eaddy (#729) were in need of additional references. Dan Parker made a motion to issue their registrations if the appropriate references were received within 30 days. John Brooks seconded the motion. The applications of Terri Jones, Jerry Mullins, Brian Snyder, and Leon Hunter Wilson were review and found to be in order. Dan made a motion the following be issued:

Terri L. Jones – RPF#725

Jerry Mullins – RPF#726

Brian Snyder – RPF#727

Leon Hunter Wilson – RPF#728

Dan Parker seconded the motion. Motion passed.

ANNUAL AUDIT – The financial records were reviewed and found to be in order.

The next meeting of the Board will be October 21, 2010, at the Guthrie Complex at 10:00am

The meeting adjourned at 4:00pm