



WEST VIRGINIA STATE BOARD OF REGISTRATION FOR FORESTERS

The WV Board of Registration for Foresters met April 18, 2019 at the WV Division of Forestry Headquarters in Charleston, WV. Those in attendance were Chad Westfall, Greg Cook, Dave McGill, Todd Lotter, and clerical support Hope Goff. Daniel Hackett was absent.

The meeting was called to order by President Chad Westfall at 10:18 am.

The minutes from the October 19, 2018 meeting were distributed. President Chad Westfall requested the minutes be read by clerical support Hope Goff. Todd Lotter made a motion to accept the minutes as read. Dave McGill seconded; Motion carried. The financial report was distributed. Greg Cook moved to accept the financial report as distributed. Todd Lotter seconded; Motion carried.

Correspondence –

Post Audit Review – Greg Cook distributed the Post Audit review. The audit found that all financials were in order but it stated that the board is carrying too much money and that anything over 2% that we need to operate can be taken. The board discussed spending some money or charge less in renewal fees. The board discussed to put together CFE classes. After much discussion on the topic of holding a couple classes it was suggested that Secretary Dave McGill take control and work to set some up. Chad Westfall moved to move forward with Dave McGill to begin the process of setting up CFE classes for Foresters. Greg Cook seconded; Motion carried. Dave McGill did not vote on this motion. Todd mentioned that another way to spend money was to develop a letter to go out to companies to remind them of the importance of their foresters to be registered. Richard Bragonje can provide a list of companies in excel format for the mailing. Radio ads were discussed. The board decided that would be too costly to put on.

CFE Requirement – Greg Cook reported that it was in state code that the CFE certificates be sent in every year with the renewals.

Complaints – None.

Safety Review – The board reviewed “Avoiding & Treating work related Insect Bites & Stings”

Old Business

Reciprocity/ASBORF – Todd Lotter asked about paying the dues to ASBORF. After discussing on the best way to do this, it was decided that Todd pay and the board will reimburse him. Todd reported that there was nothing new on reciprocity. He was still in communication with several boards. Our exam is being reviewed by a couple of the ASBORF members to see if it will be accepted to complete the reciprocity process. Todd had a concern that a hold up may be that our exam doesn't contain a lot of pine questions. The board discussed if we should add those since WV is mainly a hardwood state.

Study Guide – Dave McGill emailed the study guide Jamie developed to the members in attendance. The study guide is in outline form. The board discussed adding questions and maybe reference links. After much discussion, the board decided to post “as-is” on the website. Greg feels that applicants should be able to find more information without links or questions. Chad would like to see more clarity in some areas. Dave agreed that we needed more geographic content. The board discussed getting it to Jamie to work on. Dave's concern was having it back in time for the next exam. Chad moved to post “as-is” but have Jamie make changes the board suggests. Once completed with the proposed changes, it can replace the one posted.

Advertising – The board discussed placing a full-page letter in the WVFA magazine with the purpose of recognizing newly registered foresters, and general work of the board. Chad Westfall said he would draft a letter to be emailed to other members for review.

Practice exam – the board discussed posting one on the website but decided at this time it was not needed.

New Business –

Exam – Two people took the exam in March. Both passed.

Other Business

Board Appointments – Greg Cook stated that Dan Hackett's term will end June 30, 2019. His term ended last June. He also reported that SAF only recommended one person for his replacement. Greg pulled the rules and he can serve another term. Dave McGill asked if he would consider serving and he agreed. SAF needs to send a letter to the Governor with five names for recommendation.

Electronic Registration – Clerical Hope Goff reported that the process last renewal period may have been somewhat cumbersome. She will contact Terry Triplett to see if we can add the feature to the site then make adjustments to the letter before we mail it out.

ASBORF Annual Meeting – Todd Lotter asked if the board should attend the meeting again this summer. The board discussed the importance of our presence there while establishing reciprocity. Todd will forward the details of the dates and location when he receives them.

Review of Applicants

Emeritus Status – None

Carryovers – Helen Muirel Donnelly was carried over from October 2018. It was reported that there were no changes in her file from the fall meeting.

Upgrades – Matthew Dillon Lane and Mary Murdock have requested upgrades for full RPF status. Dave McGill moved to grant Matthew Dillon Lane full status as of April 18, 2019, but Mary will not have the required amount of experience. If she maintains her current capacity, then she will be granted full RPF status October 2019. Greg Cook seconded; Motion carried.

New Applicants -

Cody Christopher Adkins – has applied to the board as a Forestry Technician. After review, the board found that he had all required references, but was lacking work experience. Todd Lotter moved to award him Forestry Technician-in-Training status. Greg Cook seconded; Motion carried.

Michael C. Carpenter – has applied to become a Registered Professional Forester. After review, the board determined that he needs one professional forester reference, and to pass the required exam. Greg Cook moved to award him Forester-in-Training status. Todd seconded; Motion carried.

Jeremy Nelson Gregory – has applied to become a Registered Professional Forester. After review, the board determined that he needs 1 reference and to pass the required exam. Todd Lotter made the motion to grant him Forester-in-Training status. Chad seconded; Motion carried.

Joshua Kaplan – has applied to become a Registered Forestry Technician. After review, the board determined that he needs all references and that he only needs two months of forestry experience. Todd moved to award him Forestry Technician-in-Training status, pending receipt of his references being in good favor. Dave McGill seconded; Motion carried.

Caleb D. Long – has applied to become a Registered Professional Forester. After Review, the board found that he is short one reference and needs to take and pass the required exam. Chad moved to award him Forester-in-Training status. Greg Cook seconded; Motion carried.

Mitchell C. Simmons – has applied to be a Registered Forestry Technician. After review, the board found that he needs 3 professional forester references. Dave made the motion to award him Forestry Technician-in-Training status. Todd seconded; Motion carried.

Annual Audit – Greg moved to postpone the annual audit until the next meeting due to the computer crashing. Chad seconded; Motion carried.

Election of officers – Greg Cook moved to keep the same officers if they are willing to serve in that capacity. Todd seconded; Motion carried.

The next meeting will be held October 10, 2019 at the WV DOF headquarters, 10 am.

Meeting Adjourned at 12:43 pm