



WEST VIRGINIA BOARD OF REGISTRATION FOR FORESTERS

The West Virginia Board of Registration for Foresters met on April 23, 2012, at the WV Division of Forestry, 7 Players Club Drive, Charleston, WV. The meeting was called to order at 9:02 a.m. by President Gary Miller. Others in attendance included Secretary/Treasurer Cinda Francis, Clerical Assistant Hope Goff, David Hill, John Brooks and Dan Parker.

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

The Financial Report was distributed and reviewed. John Brooks noticed that a payment to Ray Hicks, Jr. had not been made and he will resubmit the bill for payment. John Brooks moved to accept the Financial Report as prepared. Dan Parker seconded. Motion carried.

Correspondence - The Board received notice from BRIM that the Board will be receiving a reduction in the rate for 2012-2013. The Medical Imaging and Therapy Board has submitted some questions regarding fees to the Attorney General for clarification. This may or may not affect this Board. A Vendor Questionnaire regarding those we do business with was filled out and returned. We also received the State of Alabama's Board of Foresters roster and report. One official complaint was received on the complaint form and emailed to the board members for review. Gary has drafted letters to go out; one to the complainant and one to the defendant. Complaints need to be addressed within 30 days of receipt with a letter of acknowledgement. President Gary Miller had a question regarding what would be the next step once the letters have been mailed out and if/when we receive a letter back from the defendant. He asked Cinda to find out who our contact at the Attorney General is and ask them to help us with a checklist on how to handle the complaint process. We need to decide if the complaint is warranted. What if any part of the law was broken? And what action do we take. Do we have the ability to make the defendant take extra CFE's or revoke registration for six months. We need to have a consistent plan on how we handle each and every complaint. Currently, all we can do is revoke registration and when do we do that? Gary will make some minor modifications to the letter and it will be sent via certified mail to the complainant and defendant.

Safety Review – The Board reviewed and discussed the informational sheet on “Workplace Safety.”

Old Business

Legislative Rules – The legislation was final filed on Friday, April 20, 2012, with the Secretary of State's office. Our new rules should now be in effect. Copies of the final filing were distributed.

Exam – John Brooks distributed a copy of the new exam and it was reviewed. The Board recommended that the test be structured so it can be graded objectively. John Brooks says that

Phase 1 will be getting a working test. Phase 2 will be to develop different versions and a pool of questions so different versions can be made. The Board decided to have John work on modifying the test over the summer and contact the Board members to possibly have a test ready for approval at the meeting in October.

New Business

Auditors Training – Secretary Francis went to the Auditors Training that was held November 30 & December 1, 2011. She reported that the Board was not selected for audit in 2013. The Legislative Auditor went through a presentation and mentioned some of the things that they would be looking at when they did the audits. They would be doing a formal evaluation of the Chapter 30 Boards' websites. They want the websites to include the following: Have an 8th grade reading level, foreign language accessibility, among other things.

2012-2013 Renewal Letter – The renewal form and letter was distributed and reviewed. John Brooks moved to accept the letter and form as presented. Dave Hill seconded. Motion carried.

Election of new officers – Gary's term expires on June 30, 2012. He nominated John Brooks to take over as President and Cinda Francis to remain as Secretary/Treasurer. Dan Parker moved, as of July 1, 2012, the President will be John Brooks and Cinda to remain as Secretary/Treasurer. Dave Hill seconded. Motion carried.

OTHER BUSINESS – Secretary Francis mentioned that the WV Association of Licensing Boards dues have not been paid. The recommendation is for Board dues to be \$35 per board member. Dan Parker moved to pay dues at a rate of \$35 per Board member for a total of \$175. Dave Hill seconded. Motion carried.

EMERITUS STATUS – One request from Earl Roth (RPF#145) was received. After review of the request, Dan Parker moved to accept the request. John Brooks seconded. Motion carried.

FIT/FTIT UPGRADES – Two requests were received for upgrades. Clark McColly (FIT) and Casey Bradford Russell (FIT). Clark McColly achieved his required work experience in January 2012. However, Casey Russell will finish his on May 10, 2012. Cinda will call Casey Russell on May 10 to make sure he has completed his experience. John Brooks moved to accept Clark McColly. Dave Hill seconded the motion. Motion carried.

William Clark McColly– RPF#746

Casey Russell – RPF#752

John Brooks also moved that if Casey Russell has completed his work experience as of May 10, 2012 then he will be accepted also. Dan Parker seconded. Motion carried.

CARRYOVERS – There was one application for Registered Professional Forester carried over from the October 2011 meeting. James R. Bishop’s application was reviewed and found to meet all requirements. John Brooks made the motion to approve the applicant. Dave Hill seconded. Motion carried.

James R. Bishop – RPF#751

Forestry Technicians – The Board reviewed two applications for Forestry Technician status. One of the applicants, Andrew William Adams, was found to need work experience. John David Nissen’s application was found to be in good order. John Brooks made the motion to approve Andrew William Adams a Forestry Technician-in-Training (FTIT) and John David Nissen be awarded Forestry Technician status. Dan Parker seconded. Motion carried.

Andrew William Adams - FTIT

John David Nissen - FT-112

Foresters - The Board reviewed seven requests for Professional Registered Forester. After review of the applications the following was determined: Zachary Collins, Mark David Carl Hudnall, and Harrison James Jenkins need more work experience. Dan moved to award these applicants Forester-In-Training Status. Dave Hill seconded. Motion carried. Jonathan Richard Marden is lacking two references. Dan moved to accept him as a Forester if his references are returned within 30 days. John Brooks seconded. Motion carried. Three applicants were reviewed and found to be in good order, Daniel Reginald Carpenter, James Robert Gould, and David J. O’Barto. John Brooks moved to accept these applications. Dave Hill seconded. Motion carried.

Zachary Collins – FIT

Mark David Carl Hudnall – FIT

Harrison James Jenkins – FIT

Daniel Reginald Carpenter – RPF#747

James Robert Gould – RPF#748

Jonathan Richard Marden – RPF#750

David J. O’Barto – RPF#749

The next meeting of the Board will be October 11, 2012, at the WV Division of Forestry Headquarters at 10:00 am. The meeting adjourned at 12:00 p.m.