



WEST VIRGINIA STATE BOARD OF REGISTRATION FOR FORESTERS

The West Virginia Board of Registration for Foresters met on April 29, 2013, at the WV Division of Forestry, 7 Players Club Drive, Charleston, WV. The meeting was called to order at 10:12 a.m. by President John Brooks. Others in attendance included Secretary/Treasurer Cinda Francis, Clerical Assistant Hope Goff, Gary Miller, David Hill, and Dan Parker.

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

The Financial Report was given by Secretary/Treasurer Cinda Francis. Dan Parker moved to accept the financial report as given. Gary Miller seconded the motion. Motion carried.

Correspondence A letter was received from the House Government Organization Committee thanking John Brooks for his considerations.

Safety Review – The Board reviewed and discussed “Heat Stress”, how to avoid, signs and symptoms.

Old Business –

- **Complaint Procedure** - Cinda still needs to contact the Attorney General’s office to get some advice on how to develop a complaint procedure form for the board to use when it receives complaints. She is hoping to have this done by the October 2013 meeting.
- **Exam** – John passed around a copy of an exam. This exam has no fill in the blanks and no matching. John plans to issue this exam to seniors Wednesday night. All were in agreement that the test can be graded objectively. John wants to give some feedback by the end of May. Gary suggests that if everything is ok with this, then set the first test date for March 2014. The score would be another condition to fulfill on the application. Questions still remain on how the test will be administered. Gary asked if we were giving the test to Forestry Technicians. Cinda stated that Technicians would not be subject to take the exam. She stated that in previous legislation stated that the test would only be given to Foresters. He will also review all code, and unless it states we will – we will NOT give test to Forestry Technicians. Once the tests are reviewed, John will suggest a passing score. John also recommends letting all members know that starting January 1, 2014, passing an exam will be a new condition.
- **FMRC** – John said he answered the questions the best he could. Since that meeting, Cinda has added a few fields to our database, hoping this would help answer some of those questions. The one field is identifying the types of fields our member are working in. The types of employment we will have them choose from will be: GOVF (Gov. Federal), GOVS (Gov. State), GOVM (Gov. Municipality), INDF (Industry Forester), INDO (Industry Oil & Gas), INDE (Industry Utility, i.e. coal, electric), CONS (consulting), UEM (unemployed), Other. Dan Parker moved to accept these categories, Dave Hill seconded. Motion carried.

New Business

Auditors Training – Cinda mentioned the two handouts she emailed. Dan asked if we had to pay for the audit. Cinda said that the audit is more on procedural and not just financial. Gary made a motion to purchase computer equipment, and software up to \$1600 for WVBORF. Dave seconded. Motion carried. They will also be looking into having the ability of paying for the annual registration on line. We need to check into what the fee is to have this ability. John feels we have addressed most of the issues from the previous audit.

- Website – Grady needs to do some updates.
- Annual renewal – The letter and form is at the printer and will go out this week.

OTHER BUSINESS – None

EMERITUS STATUS – Three requests were received. They were received from James Martin, Tim Pahl, and Arlyn Perkey. Dan moved to accept the three requests; Gary Miller seconded. Motion carried.

FIT/FTIT UPGRADES – Three requests were received for upgrades. Andrew Adams (FTIT), Nathan Sites(FIT), Ian Smith(FIT). All have fulfilled the required amount of work experience needed to be upgraded. Gary Miller moved to accept all upgrades as listed below. Dan Parker seconded. Motion carried.

Andrew Adams– **FT-114**

Nathan Sites – **RPF#762**

Ian Smith – **RPF#764**

CARRYOVERS – Matthew Oliver Eugene Cummons was emailed about his lack of references. We will need to send him a letter to his new address stating that if he is not approved at the October 2013 meeting he will need to take a test after January 2014.

Forestry Technicians – The Board reviewed one application for Forestry Technician status. The applicant, Bryan Lee Bird, was found to need work experience and is lacking references. Gary Moved to contact Mr. Bird about his references with 30 days and if they came in in good favor then he be awarded Forester-Tech-in-Training status. David Hill seconded. Motion carried.

Foresters - The Board reviewed six requests for registration as Foresters. After review of the applications the following was determined: Derrick Michael Fike, John G. Hudson, Troy Andrew Radcliff II, John Isaac Slone, and Westley Michael Smith are ready to be registered, and Ryan Seth Davis needs one reference to come in. Gary Miller moved to approve Fike, Hudson, Radcliffe, Slone, and Smith and to Contact Ryan Seth Davis, giving him 30 days to return an acceptable reference. Dave Hill seconded. Motion carried.

Derrick Michael Fike – **RPF#759**

John G Hudson – **RPF#760**

Troy Andrew Radcliffe II – **RPF#761**

John Isaac Slone – **RPF#763**

Westley Michael Smith – **RPF#765**

Gary Miller and Dave Hill conducted the annual audit by reviewing the 2012 expenses and deposits.

The next meeting of the Board will be October 10, 2013, at the WV Division of Forestry Headquarters, 7 Players Club Drive, Charleston at 10:00 am. The meeting adjourned at 1:05 p.m.