



WEST VIRGINIA STATE BOARD OF REGISTRATION FOR FORESTERS

The West Virginia Board of Registration for Foresters met on October 10, 2013, at the WV Division of Forestry, 7 Players Club Drive, Charleston, WV. The meeting was called to order at 10:20 a.m. by President John Brooks. Others in attendance included Secretary/Treasurer Cinda Francis, Clerical Assistant Hope Goff, and Board Members Gary Miller, and Dan Parker.

The minutes of the previous meeting were distributed. Gary Miller noted that he needed to be added to the list of attendees. Gary Miller made the motion to accept the minutes with the correction. Dan Parker seconded. 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 – Secretary/Treasurer Cinda Francis state that nothing noteworthy had been received. The State of WV is currently undertaking the task of implementing a new comprehensive tracking system for payroll, AP, vacation time, etc. for all of state government called the WVOASIS system and it requires a lot of data to be entered in for each “agency” and “employee.” She also said the State Auditors training is scheduled for December 3 and asked if any other board members would like to go, but she is planning on attending.

No complaints have been received.

WVBRIM had sent a letter out regarding a Defensive Driver training that will be held after January 2014. Cinda contacted BRIM and told them that no board members drive a state owned vehicle. She provided them a list of the board members. BRIM said that other smaller boards are participating and they are getting a 2% credit on their insurance rates and could be eligible to receive a discount on their personal car insurance. The board needs to let BRIM know if we would be interested in participating with the online training. Since several of our Board Members already do this with their jobs, the Board decided not to participate at this time.

Safety Review – The Board reviewed and discussed “Driving in Winter Weather”.

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 April 2014 meeting.
- **Exam** –President John Brooks reported that no additional students had taken the exam since last Spring. After much discussion on the requirement of the test the board decided the following:
 1. 70% is a passing score.
 2. Test be administered by a board member on rotation.
 3. Review will be conducted by someone outside the board. John Brooks will contact Stuart Moss with WVU to see if he would be interested in setting up and administering a review class before the first

test date in March 2014. 4. John will contact someone at Glenville State College to see if we can secure a classroom to administer the test in March of 2014. 5. Fees for the test will be collected at the time of the exam. A letter will be sent to the applicants prior to the testing date reminding them of the date, time, location and cost. 6. Modify the application to include language about the test. Gary Miller moved to accept exams A, B & C and to begin testing in March 2014, location to be determined. Cinda seconded. Motion carried.

Dan Parker moved to make all applications received after December 1, 2013 subject to the exam. Gary Miller seconded. Motion carried.

- Database – To better track the employment areas of our registrants, the new “employment codes” will be entered next spring. The codes will be added to the application.

New Business

Cinda stated that it was time to discuss paying dues to the Association of Licensing Boards. That the normal is \$35 per board member. John Brooks moved to pay \$175 to the Association of Licensing Boards. Dan Parker seconded. Motion carried.

Cinda stated that the computer is in the process of being purchased.

Cinda informed the Board that she will be resigning her position with the WV Forestry Association at the end of the year but is willing to serve on the Board.

OTHER BUSINESS – None

EMERITUS STATUS – Two requests for Emeritus Status were received - William Ostaff and Donald Beightol. Both have retired from full-time forestry work. Gary Miller moved to accept the two requests; Dan Parker seconded. Motion carried.

FIT/FTIT UPGRADES – Five requests were received for upgrades. Stephen Bair (FIT), Roger Jason Gribble (FTIT), Tyler Putzulu (FIT), Justin Shannon (FIT), Thomas Wilsoncroft (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.

Stephen Bair - #766

Tyler Putzulu - #769

Justin Shannon -#770

Thomas Wilsoncroft -#771

Roger Jason Gribble – FT-116

CARRYOVERS – None

Forestry Technicians – The Board reviewed three applications for Forestry Technician status. Bryan Lee Bird and Roger Stoll were found to have everything in order. **Richard Guido Wernicke (FT-118)** still needs references. Dan Parker moved to contact Mr. Wernicke about his references and if favorable and

received within 30 days he be registered as a Forester, and that **Bryan Bird – FT-115** and **Roger Stoll – FT-117** be registered since all their paperwork was in order. Gary Miller seconded. Motion carried.

Foresters - The Board reviewed five requests for registration as Foresters. After review of the applications the following was determined: Ryan Seth Davis and Ronald Muir are ready to be registered, and Matthew Cummons and **Neil Thorne (#772)** are lacking references; Ryan Thomas is lacking the minimum work experience. Dan Parker moved to approve Davis and Muir; Contacting Matt Cummons and Richard Wernicke giving them 30 days to return an acceptable reference; and granting Thomas Forester-In-Training status. Gary Miller seconded. Motion carried.

Ryan Seth Davis - #767

Ronald Muir - #768

The next meeting of the Board will be April 10, 2014, at the WV Division of Forestry Headquarters, 7 Players Club Drive, Charleston at 10:00 am. The meeting adjourned at 1:42 p.m.