

**BOARD OF FORESTRY AND FIRE PROTECTION
PROFESSIONAL FORESTERS REGISTRATION**

P.O. Box 944246
SACRAMENTO, CA 94244-2460
Website: http://bof.fire.ca.gov/professional_foresters_registration/
(916) 653-8031

**Professional Foresters Examining Committee Meeting Minutes**

Held: November 22, 2019

OPEN SESSION MINUTES**Members Present:**

- Otto Van Emmerik, Chair
- Frank Mulhair
- Larry Forero
- Jason Poburko
- Dan Sendek
- Bill Snyder
- Jim Hawkins

Staff Participating:

- Dan Stapleton, Executive Officer, Licensing

Chair Van Emmerik reconvened to Open Session

Committee Members reviewed September 2019 Open Session Meeting Minutes.

11-19-05 Member Poburko moved to approve the Meeting Minutes with certain edits. Member Mulhair seconded.

Roll Call: Sendek: (Aye); Jensen: (Aye); Mulhair (Aye); Forero: (Aye); Poburko: (Aye); Van Emmerik: (Aye); Hawkins: (Aye).

The Motion carried with two abstentions.

Report of the Executive Officer

E.O. welcomed new PFEC member Christian Eggleton.

Announced Frank Mulhair had been approved and appointed by the Board as the PFEC Vice Chair.

He stated there were 47 applicants who sat for the October RPF Exam and two for the CRM Exam. He thanked all those who volunteered to proctor the exam Yana Valachovic and Elicia Goldsworthy.

He reported on the outreach he has been involved in, to spread the word on opportunities in the forestry field.

Several regulatory actions have been adopted by the Board which include the Renewal Fee Amendments and Appeal Procedure Amendments 2020. He asked Regulations Coordinator, Eric Hedge to give an update on the RPF and CRM amendments and the Office of Administrative Law (OAL) process.

Eric gave updates on the RPF and CRM Amendments. He worked with OAL on issues of clarity. Most of the issues were resolved. He also gave a brief review of the OAL process.

E.O continued with complaints and concerns received from RPF's for potential unlicensed practice. A letter was sent to Nevada County for a list of pre-qualified biological consultants for compliance with their county cannabis ordinance, he is also preparing a letter to Cal Recycle which has promoted the use of arborists, not RPF's, for hazard tree determination in the foot print of the Camp Fire. The letters were intended to clarify what the professional law requires regarding the use of RPF's.

The committee continued with discussion and review from the September PFEC meeting on the Role of the RPF. Committee members made several edits to the document. Chair Van Emmerik added that the primary purpose of the document is to educate the public and should be easily understandable.

An exam software demonstration was given by George Smith, Director of Sales, Examssoft.

Member Poburko suggested including exam prep instruction functionality. Committee members saw the potential and advantages for use of the software for RPF exams. They agreed that Dan should continue pursuing the opportunity to utilize the software. Committee members discussed potential fee structure and software support for applicants who choose to use the software to take the exam. They also discussed how the RPF exam should be built into the software, and launch timeline. It was suggested that the software be introduced at the RPF exam prep seminar. Member Snyder suggested that CLFA could introduce the exam software and provide informational videos.

11-19-06 Member Snyder moved to direct staff to work with ExamSoft, Graders and Bob Heald to provide a timeline to report back to PFEC in 2020. As a part of the process, evaluate sole sourcing as necessary and look at other service providers and associated costs. E.O. to report back with a plan which includes a budget proposal and a recommendation for moving forward with a specific target date to launch. Member Ferero seconded.

Roll Call: Sendek: (Aye); Jensen: (Aye); Mulhair (Aye); Forero: (Aye); Poburko: (Aye); Snyder: (Aye); Van Emmerik: (Aye); Hawkins: (Aye).

The motion carried.