

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

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**Professional Foresters Examining Committee Meeting Minutes**

Held: October 20, 2020

OPEN SESSION MINUTES**Members Present:**

- Frank Mulhair, Vice Chair
- Larry Forero, CRM representative
- Dan Sendek
- James Hawkins
- Christian Eggleton
- Bill Snyder
- Jason Poburko
- Jerry Jensen

Staff Participating:

- Dan Stapleton, Executive Officer, Licensing
- Deniele Cade, Assistant to the Executive Officer, Licensing Analyst
- Robert Roth, Attorney

CFA:

- "Y.G." George Gentry

CLFA

- Bob Little

Approval of Open Session Minutes for August 26, 2020

Member Snyder recommended the word "exam" be included to clarify what the application fee is for. He also recommended to change the heading to include George Gentry under CFA, and Bob Little under CLFA.

Member Snyder moved to approve the Meeting Minutes. Member Eggleton seconded.

Roll Call: Forero (Aye), Sendek (Aye), Hawkins (Aye), Eggleton (Aye), Snyder (Aye), Poburko (Aye), Jensen (Aye), Mulhair (Aye). The motion passes with one abstention.

Report of the Executive Officer

E.O Stapleton reported that the October RPF exam took place in 7 different locations. Plans for the exam started with over 60 applicants but was dwindled down to 47 RPF's and 1 CRM. There were minor errors in the exam, but beyond that the exam was successful. There are 3 graders that are set to grade the exams with some overlap, where each of them will grade 2/3 of exams. Graders already have the exams in hand. E.O Stapleton hopes to have them done by the next PFEC meeting in January.

In regard to funding from the renewals, E.O Stapleton is happy to say that there was not a significant loss and feels that the reduced fee for 30 year RPFs was very beneficial in helping to retain RPF's who may have otherwise relinquished their license. From the fiscal year of 2019-2020, there were \$129,000 in renewal fees. For the fiscal year of 2020-2021, there were \$183,000 from renewal fees. This is a significant increase in revenue and will help offset costs. While costs will be covered, E.O. Stapleton explained the importance in creating a larger surplus in funds to prepare for projected future increases in license retirements and withdrawals. He emphasized a large need for community outreach to help bring in more foresters.

Accounting

E.O. Stapleton expressed that he has had difficulties with CAL FIRE accounting not following protocol since the implementation of CalTREES and Fiscal. He has not received reports for money coming in and going out and needs these reports for an accurate projection on budgets. After speaking to the executive officer Matt Dias, he proposed that a letter be written from the chair of the PFEC, requesting accounting to provide a detailed report on a quarterly basis for the RPF funds. E.O. Stapleton will write the letter with Matt Dias which will be reviewed and signed by Chair Otto Van Emmerik.

Member Snyder moved to prepare the letter. Member Forero seconded.

Roll Call: Forero (Aye), Sendek (Aye), Hawkins (Aye), Eggleton (Aye), Snyder (Aye), Poburko (Aye), Jensen (Aye), Mulhair (Aye). The motion passes unanimously.

Review and Update PFEC Policy Items

Since the previous meeting, changes were made to clearly show edits made to the original document.

Policy Number 5

The section regarding the Public List was struck on page 5, but the Statewide Consumer List remained. It was recommended to strike the last sentence under Statewide Consumer List. To combine the Consultant and CFIP Lists, there were discussions to include a checkbox to indicate the program the RPF/CRM participates in. Additional information could also include county of residence, timber region, or that they are working statewide. Member Poburko questioned whether there needs to be a Consultant List or not. E.O. Stapleton stated that he often receives calls from the public requesting this information.

There were discussions to strike the statement regarding the Association of Consulting Foresters (ACF), or to include CLFA. Y.G. commented that Francis Raymond was hired to implement Professional Foresters Law, and there is a debt owed to ACF. He stated that since the standards for ACF is higher, it would be helpful to the public. It was decided to simply remove "and" in the sentence to avoid confusion. It was also decided to change item (c) to, "Geographic area of RPF availability to provide consulting services," and strike the rest of the language below regarding CFIP.

There were questions on why CFIP is called out above all other lists that are available. This was clarified that the list was important for the Cal Fire staff. There were further discussions on adding other professional forestry services with a more exhaustive list.

There was a comment from Deniele Cade who explained that if there are too many checkboxes, it may be problematic for the CalTREES developers. It was recommended to add item (d) to include language regarding RPF availability to provide consulting services related to CFIP project work. There will be further discussions on this upon the next PFEC meeting.

Policy Number 6

Member Eggleton proposed to include that the, "Executive Officer shall report any complaints received and the extent to which it was investigated to the committee."

Policy Number 7

It was recommended to change the formatting to adding "is" to each section to appropriately represent the start of a definition. It was also recommended to remove the bullet points and present the information as a narrative. Member Snyder suggested to move the red language regarding "misstatement of fact" up to the beginning of item (4).

There was a discussion to clarify the section on the term fiduciary, which may have been a footnote but needs to reflect it as such by use of an asterisk.

Policy 8

It was suggested to include the words, "fair complaint resolutions process," in the first sentence of the red language. Additionally, there were discussions to change language from "must" to "should."

Policy 10

There was a discussion to keep the new green language to be all-inclusive regarding professional work. There will be further discussions on this upon the next PFEC meeting.

Presentation Scantron Examination Software

Marty Connolly gave a presentation on Eva Exam, which is a web application for paper tests and online examinations.

Review Exam Qualification Timeline

There was a discussion to allow for exceptions in qualifications when applying to take the exam. Member Sendek recommends being in compliance with 14 CCR 1620.3(b) and be consistent with the regulations.

Member Poburko states that consistency would be to continue the past practice in allowing for exceptions. Member Mulhair also states that practice should be consistent to what is in writing. Y.G. cautions against unintentional modification of regulatory requirements in 14 CCR 1620.3 regarding qualifying experience computation, as it opens the possibility of discretionary abuse situations.

Member Sendek moves to retain current language on the exam notice, and to reference the regulation for that particular item. Member Poburko seconds.

Roll Call: Forero (Aye), Sendek (Aye), Hawkins (Aye), Eggleton (Aye), Snyder (Aye), Poburko (Aye), Jensen (Aye), Mulhair (Aye). The motion passes unanimously.

Public Forum

Y.G. recommends establishing a classification called Forester in Training, where newly graduated foresters can take a smaller portion of the exam to qualify. He believes this will help more graduates stay committed to obtaining their license.

There was a discussion to potentially follow the same protocol as the British Columbia, where they allow graduates to become foresters in training without first taking an exam.

E.O. Stapleton recommends creating an ad hoc committee to discuss and develop this idea.

Member Poburko, Member Eggleton and Member Mulhair volunteered to be in the committee.

Richard Gienger expressed a concern regarding the forest management task force and feels there needs to be necessary education for climate adaptation. E.O. Stapleton stated that there are questions for climate adaption on the exam, and that this education is already taking place.

Meeting Adjourned