

**MINUTES**  
**South Carolina Registration for Foresters**  
**Board Meeting**  
**10:00 a.m., January 9, 2014**  
**Synergy Business Park**  
**Kingstree Building**  
**110 Centerview Drive, Conference Room 204**  
**Columbia, South Carolina**

**1. Meeting Called to Order**

Charles Sibley, chairman, called the regular scheduled meeting of the SC Board of Registration of Foresters to order, at 10:16 a.m. Other members present included: James Hendricks, of Columbia; Ronald Byrd, of Hartsville; Robert Drummond, of Columbia; William Moody, of Lexington; and Eric Smith, of Greenwood.

Staff members attending the meeting included: Theresa Garner, Program Assistant, Georgia Lewis, Advice Counsel; Matt Faile, Manager, Information Technology; and Stephanie Calhoun, Administrative Assistant, S.C. Board of Long Term Health Care.

Mr. Sibley announced that public notice of this meeting was properly posted at the S. C. Board of Registration for Foresters office, Synergy Business Park, Kingstree Building and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Pledge of Allegiance**

All participants recited the Pledge of Allegiance, which was followed by the invocation.

**2. Approval of Excused Absences**

**MOTION**

Ronald Byrd made a motion to grant Vice-chairman, Amy McFadden, an excused absence. Mr. Hendricks seconded the motion which carried unanimously.

**3. Approval of the October 7, 2013 Meeting Minutes**

**MOTION**

Mr. Moody made a motion the minutes should be amended under the Chairman's remarks, to reflect the following: two members of our board had problems with their ethics forms; they were unaware of the requirements to file ethics forms. Mr. Sibley asked Mrs. Garner to make sure that in the future, all new members were sent this information. Mr. Drummond seconded the motion, which carried unanimously.

## **MOTION**

Mr. Hendricks made a motion to approve the minutes with the changes. Mr. Smith seconded the motion which carried unanimously.

### **4. Chairman's Remarks-Charles Sibley**

Mr. Sibley thanked Mrs. Garner for serving as the interim while they were looking for a new administrator. He stated the board now has a new Administrator, Molly Price.

### **5. Administrators Remarks-Molly Price**

On behalf of Molly Price, who was on medical leave, Mrs. Garner presented the Administrator's Report.

The Board currently has 668 registered foresters.

The cash balance report for November 2013 reflected a balance of \$19, 757.34.

The board sent out 28 audit letters for Continuing Forestry Education hours on October 8, 2013 for the time period of July 1, 2011 – June 30, 2013. All 28 individuals that were audited responded.

## **STATEMENT OF ECONOMIC INTEREST FORMS**

Statement of Financial Interest forms are to be completed by all current board members, even if they were recently appointed to the board. Filing the Statement of Economic Interest is required no later than March 30<sup>th</sup> of this year at 12:00 p.m. (**No exceptions**) Cathy Hazelwood is the contact at the State Ethics Commission. The forms are to be completed online at: [www.ethics.sc.gov/StatementofEconomicinterests](http://www.ethics.sc.gov/StatementofEconomicinterests).

The board member reference manual was recently updated on January 8, 2014. Board members can locate it on the board member website under the tab "reference manuals." This is a great reference tool for any questions they might have. LLR staff tries to update this manual as frequently as possible with new and updated information. Board members can also obtain additional information about the statement of economic interest forms in this manual.

### **6. Old Business**

#### **a. Matt Faile-Manager Information Technology**

##### **I. LLR On-Line Exams- Proposal for Development of State Law Examinations**

Matt Faile, from the Office of Information Services, discussed a proposal for developing an online state law examination for Foresters. The discussion included, but was not limited to security of the online exam and the possibility of randomizing the questions.

- b. Stephanie Calhoun- Administrative Assistant- SC Board of Long Term Health Care
  - II. Explanation of how Long Term Health Care Board Administers its online state examinations

Ms. Calhoun discussed the Board of Long Term Health Administrators' process for the national exam as well as the state exam. Both of these exams are administered by Prometric, a national third party entity. The applicant pays the fees for both exams directly to Prometric.

**MOTION**

Mr. Hendricks made a motion the Board move forward with online state examinations. Mr. Byrd seconded the motion, which carried unanimously.

**MOTION**

Mr. Byrd made a motion that Mr. Sibley, Mr. Drummond, and Ms. McFadden serves on a committee to formulate the questions for the state exam. Mr. Hendricks seconded the motion, which carried unanimously.

**7. New Business**

- a. Proposed Chapter 10: Fee Placement Options-Advice Counsel

Mrs. Lewis stated Mrs. Holly Pisarik, the agency director, is asking each Board if the fees could be placed in the proposed Chapter 10 or if the Board would prefer that the fees be placed in the Board's own regulations.

**MOTION**

Mr. Smith made a motion that the Board goes with the option of having the fees appear in Chapter 10 with a reference in the board's regulations to Chapter 10 and LLR's website for fees. Mr. Drummond seconded the motion, which carried unanimously.

- b. Review of Applications for Reinstatement
  - I. Earl D. Barrs

The board received an application for reinstatement from Mr. Barrs on November 21, 2013. His license lapsed on June 30, 2013. He submitted an updated application, a notarized statement indicating he had not practiced forestry since the June 30, 2013 expiration of his license, also included was an updated employment verification, CFE documents, and all requested fees were paid. His file was complete.

**MOTION**

Mr. Hendricks made a motion the Board accept Mr. Barrs application. Mr. Smith seconded the motion, which carried unanimously.

- II. James Samuel Brown

The board received an application for reinstatement from Mr. Brown on November 13, 2013. His license lapsed on June 30, 2013. He submitted an updated application, a notarized statement indicating he had not practiced Forestry since the June 30, 2013 expiration of his license, also

included was an updated employment verification, CFE documents, and all requested fees had been paid. His file was complete.

**MOTION**

Mr. Smith made a motion the Board accept Mr. Brown's application pending a letter being sent to Mr. Brown asking for clarification of the continuing education forester classes held on May 21<sup>st</sup> through May 24, 2012; and submit by April 15, 2014; and that if he still must take 20 hours of continuing education, he completes the hours within 90 days. Mr. Drummond seconded the motion which carried unanimously.

III. Benjamin Wilkes Faulk

The board received an application for reinstatement from Mr. Faulk on September 27, 2013. His license lapsed on June 30, 2009. He submitted an updated application, a notarized statement indicating he had not practiced Forestry since the June 30, 2013 expiration of his license. Also included was an updated employment verification, CFE documents, and all requested fees had been paid. His file was complete.

**MOTION**

Mr. Smith made a motion the Board accept Mr. Faulk's application. Mr. Hendricks seconded the motion, which carried unanimously.

c. Review of Applications for Licensure via Examination

I. Andrew D. Woodham, III

The board received an application from Mr. Woodham on September 30, 2013. He obtained a Bachelor of Science Degree in Forest Resource Management from Clemson University on May 7, 2010. He also obtained a Master of Forest Resources Degree from Clemson University on December 20, 2012. He passed the Certified Forester exam on September 3, 2013. His file was complete.

Mr. Drummond recused himself from participating, and voting in this matter as Mr. Woodham works for the same company as Mr. Drummond. Mr. Drummond completed a recusal form and left the room prior to the discussion of this matter.

**MOTION**

Mr. Byrd made a motion the Board accept Mr. Woodham's application. Mr. Smith seconded the motion, which carried unanimously.

**8. Continuing Forestry Education AUDIT July 1, 2011-June 30, 2013**

a. Board review of CFE documents

The Board reviewed the continuing forester education documents.

**9. Public Comments**

No public comments were made during this meeting.

**10. Executive Session (If necessary)**

The Board did not enter executive session.

**11. Return to Public Session**

**12. Adjournment**

There being no further discussion, the meeting was adjourned at 12:06 p.m.

The next meeting of the S. C. Board of Registration for Foresters is scheduled for April 10, 2014, in room 204.