

MINUTES
SC Board of Registration for Foresters Board Meeting
Board Meeting
November 10, 2022 at 10 a.m.
Synergy Business Park, Kingtree Building
110 Centerview Drive, Conference Room 105
Columbia, South Carolina

Meeting Called to Order

Vice-Chairman Charles Maley called the meeting to order at 10:03 a.m. Other members participating in the meeting included Christian Hendricks, of Columbia; Michael Mills, of Newberry; William D. Sligh, Jr., of Hartsville; Robert Drummond, of Columbia; and Brannon Babb, of Honea Path.

Staff members participating during the meeting included Mary League, Office of Advice Counsel; Pam Dunkin, Administrator; Johnnie Rose, Program Coordinator; Sherri Moorner, Administrative Coordinator; and Zavion Conner, Media Technician.

Others present by WebEx included Deb Carter, CE Broker, and Nadine Garrett (Creel Court Reporting).

Statement of Public Notice

Mr. Maley stated public notice of this meeting was properly posted at the SC Board of Registration for Foresters office, Synergy Business Park, Kingtree Building and on the board website 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.

Invocation

Mr. Drummond gave the invocation.

Adoption of Agenda

MOTION: To adopt the November 10, 2022, agenda.
Drummond/Mills/approved

Approval of Excused Absences

MOTION: To excuse Frazier Baldwin from the meeting.
Hendricks/Sligh/approved.

Approval of the May 26, 2022, Meeting Minutes

MOTION: To approve the May 26, 2022, meeting minutes as written.
Sligh/Babb/approved.

Chairman's Remarks – Charles Maley

Mr. Maley welcomed everyone to the first in-person meeting in almost three years.

Staff Reports

- a. Administrative and Financial Report – Pam Dunkin
 - i. To date there are 654 registered foresters.
 - ii. Since the last Board meeting, three new licenses have been issued by examinations, and a list of all licenses issued since May 22, 2022, is included in the meeting handouts.
 - iii. The State exam has been taken 89 times with an average score of 75 since being implemented in January 2016.
 - iv. Online applications are a new feature that have been implemented for all applicants (exam or reciprocity). Applicants now have the option to apply online or mail in a paper application with a check or money order.
 - v. Board staff are preparing for the 2023-2025 renewals. In an effort to be proactive, notices have been posted on the Board website and sent by email to remind licensees about obtaining CFE's. Another email notification will be sent in December.
 - vi. Staff are preparing a newsletter to post on the website with information on licensure, exams, and the upcoming renewals and continuing education audits. Board members are asked to send feedback and suggestions for the newsletter to Mrs. Dunkin and Mr. Rose.
 - vii. Board staff have contacted the Foresters Association about the three expired Board member terms. Correspondence was sent on behalf of Mr. Mills and Mr. Sligh. Mr. Drummond's replacement has not been recommended as of August 2021.
 - viii. The Board had a cash balance of \$28,329.89 as of September 30, 2022.
- b. Advisory Opinions – There were no Advisory Opinions.
- c. Legislative Updates – There was no report.
- d. ODC Report – Mrs. Dunkin said are no cases in the Office of Disciplinary Council.
- e. OIE Report – Mrs. Dunkin said there are no cases in the Office of Investigations and Enforcement
- f. IRC Report – There was no Investigative Review Committee report.

New Business

a. CE Broker Presentation – Deb Carter

Deb Carter made a presentation of the services offered by CE Broker. LLR contracted with CE Broker five years ago to create a CE tracker system, and that contract was recently renewed. CE Broker is tracking 15 boards with LLR. The system offers licensees a variety of services for storing and tracking their continuing education activities. The goal is to reduce the amount of review and paperwork handled by staff and the Board for audits.

Mrs. Dunkin said the agency would like to allow the Boards to decide if CE Broker is mandatory for licensees. The Board members found the presentation informative, but have questions in regards to documentation with SAF and with whether they will have to contribute toward the cost of the contract if they decide to use CE Broker. The Board tabled this discussion for the next meeting.

b. 2022 ASBORF Annual Report – Johnnie Rose

Mr. Rose thanked the Board members for allowing him to attend the 2022 ASBORF Meeting in Asheville, NC, on September 21-23, 2022. Alabama, North Carolina, Georgia, Mississippi, Arkansas, and South Carolina were represented at this meeting. Participants engaged in several technical sessions throughout the conference, which showed that South Carolina and Georgia lead in accurate streamlined processes, to include:

- Overview of application and exam process.
- License renewals, audits and exemptions. SC leads with this metric of exemptions, and a few states have asked for guidance with this process.
- CFE requirements, and how do we report our CFES for auditing. Mr. Rose noted that SC may transition to CE Broker upon Board review/approval and I mentioned the CE Broker process. Many participants mentioned that SAF does this for the Foresters, but after review, only if you have a membership or fall into the category of CF or CCF.
- Challenges and changes post COVID with various state experiences.
- It was alarming to know that a few states present do not use the SAF exam. They are considering the SAF exam for their applicants because of the SC and GA progress of the exam.

The next meeting will be held in Alabama. A poll will be sent to by the end of the year to determine whether to have the meeting in the spring or in the fall. The meeting schedule for future years are as follows:

- 2023- Alabama
- 2024 – Georgia
- 2025 – Arkansas
- 2026 – South Carolina
- 2027 – Mississippi
- 2028 – North Carolina
- 2029 – West Virginia

c. 2022 Regulatory Review – Mary League

Mrs. League said a regulatory review is required every five years to determine if any regulations need to be repealed, revised, or remain as written. The Board had new regulations go into effect in 2021 as a result of the last regulatory review, however, they are required to review them again. One item that needs to be addressed is Chapter 53-4, which reads, “four (4) members of the Board shall constitute a quorum.” All Board seats are filled now but several members are on expired terms. The Board will be bound to a quorum of four people if anybody resigns, even if a majority would be established with a lower number. She suggested that the Board propose amending this chapter to read, “a majority of the members serving constitutes a quorum.”

MOTION: To generate a report indicating that Chapter 53-4 be revised and the Board chair is authorized to sign a report to that effect.
Sligh/Hendricks/approved

d. Election of Officers

MOTION: To nominate Mr. Maley as Chairman.
Hendricks/Drummond/approved

MOTION: To nominate Mr. Hendricks as Vice-Chairman
Drummond/Babb/approved

e. 2023 Board Meeting Dates

MOTION: To approve Board meetings for 2023 as follows. The Board will meet on the following dates at 10 a.m. at Synergy Business Park, Kingtree Building, 110 Centerview Drive, Columbia, SC:

- February 9, 2023 in Conference Room 108
- July 13, 2023 in Conference Room 202-02
- November 16, 2023 in Conference Room 202-02

Hendricks/Drummond/approved

Executive Session

No executive session.

Return to Public Session

No return to public session.

Public Comments

There were no public comments.

Adjournment

MOTION: To adjourn.
Mills/Sligh/approved.

The meeting adjourned at 11:24 a.m.