

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

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**Professional Foresters Examining Committee****OPEN SESSION MEETING MINUTES****Held: August 16th, 2013**

Resources Building, 1416 9th Street
15th Floor Large Conference Room, No. 1506-12
Sacramento, California

Members Present: Doug Ferrier, Chairman
Otto van Emmerik, Vice Chairman
Jerry Jensen
Kim Rodrigues
Bill Frost
J. Keith Gilles

Staff Participating: Matt Dias, Executive Officer - Foresters Licensing

Members of Public: Len Lindstrand

1. Approval of Open Session Minutes of June 20th, 2013 Meeting.

08-16-01 Member Gilles moved to approve the open session minutes and Member Frost seconded the motion. The motion carried unanimously.

2. Reports of Chairman and Executive Officer.

Chairman Ferrier did not offer a report, but rather passed the time to Executive Officer (EO) Dias. The EO provided a report that commenced with discussion of the Certified Rangeland Managers Program Guidelines update. He noted that the Board of Forestry and Fire Protection has directed staff (Regulation Coordinator Huff) to file a Section 100 revision of 14 CCR 1651.1(c), which will incorporate a new version of the CRM Program Guidelines into the regulation. The CRM Panel was notified of the Board action.

EO Dias provided a brief update on AB904 (Working Forest Management Plan) and stated that the language that surrounds the small landowner is still in flux and will likely be amended soon.

It was also discussed that the issue of RPFs proposing and designing permanent bridges had recently resurfaced. EO Dias stated that he will be working with the Department and CGS to try to develop a strategy to ameliorate this issue. The PFEC will be kept apprised of the issue.

The terms of several members of the PFEC will expire on January 15th, 2014. Member Flynn will not be returning, while Members Frost and Rodriguez will be discussed the possibility for future terms with the committee and report back in December. There was discussion amongst the PFEC to determine how to best back fill empty committee seats. EO Dias was directed to work with Board Chair Gilles prior to the December PFEC meeting to determine the best way to disseminate notification of the upcoming need for PFEC members.

3. Status Report and Discussion of Memorandum of Understanding with Federal Agencies for Compliance with Professional Foresters Law

There was very little to report on this issue. EO Dias has continued sporadic conversations with the USFS in regards to IDIQ contracts. The USFS will be sending copies of the current contracts to the licensing office. The Licensing Office will continue to request additional solicitations for IDIQ contracts for RPFs.

4. Discussion of Historical and Current Condition of the Professional Foresters Fund

The EO reported that the current fund balance, as provided by CAL FIRE Accounting Office in August 2013, is \$489,297.23. A report was provided by EO Dias, as directed by the PFEC at the June meeting, that supplied an itemized list of expenses for FY 2011 and 2012. Combined operating and personnel expenses for Fiscal Years (FY) 2011 and 2012 were \$139,288.21 and \$137,876.07, respectfully. It is important to realize that these reported operating expenses occurred during years with nominal attorney support costs. It is estimated that there will be a shortfall of approximately 20 – 25K during FY 2013.

CAL FIRE accounting department has provided the Licensing Officer with a spreadsheet of both revenue and expenses for the fund over the last decade. The spreadsheet depicted elevated levels of revenue for FYs 2006 – 2008. The accounting office has addressed a portion of the over reporting of revenue from FY 2006 and is still working on FYs 2007 – 2008. It has been reported to the Licensing Office that this over reporting of revenue is not reflected in the fund balance, indicating that the reported fund balance is accurate.

Public participant, Linstrand, asked if the fund is safe from being tapped by other programs within the department or being dissolved into the general fund. EO Dias explained that the fund is a special fund and that although funds can be borrowed at times, the monies are paid back.

The PFEC provided direction to EO Dias to conduct additional research on the following items:

- Determine when the last increase to registration fees occurred.
- Review open session minutes of the PFEC and Full Board from the last registration fee increase to determine the goals of the PFEC at that time.
- Try to determine if the Professional Foresters Registration Fund was populated with funding at its inception or if the fund balance was built over time.

5. New and Unfinished Business

Member Rodrigues stated that Peter Stine with the Pacific Southwest Research Station along with a representative from the USFS could potentially attend the next PFEC meeting. The goal would be to get an update on the “DRAFT All Lands Management Approach” from Mr. Stine and an update on the IDIQ solicitation project from USFS Region V representative. Member Rodrigues thinks that these programs have the opportunity to complement each, allowing each effort to move forward cooperatively.

08-16-02

Member van Emmerick moved to adjourn the open session and Member Frost seconded the motion. The motion carried unanimously.