

**DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
76 Northern Avenue, Gardiner, Maine**

**BOARD OF LICENSURE OF FORESTERS  
MINUTES OF BOARD MEETING  
June 25, 2015**

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**MEMBERS PRESENT**

John Ackley  
Sarah Medina, Chair  
Theodore Shina  
Maxwell McCormack, Jr.  
Steve Pelletier

**OTHERS PRESENT**

Karen Bivins, Administrator  
Ronald Guay, Assistant Attorney General  
Deborah Fales, Office Specialist I  
Kim Baker, Office Specialist I  
Catherine Pendergast, Licensing Supervisor

**MEMBERS ABSENT**

None

**Location: Central Conference Room**

**Start: 9:00 a.m.**

**Adjourn: 10:34 a.m.**

**CALL TO ORDER**

The meeting was called to order by the Chair, Sarah Medina at 9:00 a.m.

**AGENDA MODIFICATIONS**

A motion was made by McCormack and seconded by Shina to add a discussion regarding the location of the new exam. Unanimous.

**OLD BUSINESS**

**Action on Minutes of January 22, 2015 Meeting**

A motion was made by McCormack and seconded by Ackley to approve the minutes of the January 22, 2015 meeting as corrected. Ackley, McCormack, Shina and Medina voted in the affirmative; Pelletier abstained. Motion carried.

**NEW BUSINESS**

**Administrator's Report**

The administrator updated the Board on recent legislative activity; specifically L.D. 485, "An Act to Allow Licensed Foresters To Use Mechanics Liens".

## Complaint Officer's Report

2014-FOR-10137 – Additional information was reviewed by the Board. A motion was made by Ackley and seconded by Pelletier to deny the request for modification of the consent agreement. Ackley, Pelletier, McCormack and Medina voted in the affirmative; Shina abstained. Motion carried.

A motion was made by Pelletier and seconded by Ackley to extend the time period to pay the fine to 90 days from final execution of the consent agreement. Ackley, Pelletier, McCormack and Medina voted in the affirmative; Shina abstained. Motion carried.

## Correspondence

The Board reviewed monthly reports for January through May 2015 and the year to date licensing report.

## Review and Action on Continuing Education

A motion was made by Pelletier and seconded by Shina to approve the following continuing education:

<b>PROGRAM NAME</b>	<b>DATE(S)</b>	<b>HOURS APPROVED</b>	<b>CAT.</b>
Beavers and Forest Management SASWCD Winter Ag School, ME Inland Fisheries & Wildlife, MFS and QLP	March 24, 2015	2.5 hours	1
2015 Maine Operations Forester Training Wagner Forest Management	April 27 – 28, 2015	7.75 hours 2.15 hours	1 2
2015 Spring Meeting Kristin Brooks, New England Forestry Consultants Inc.	April 15 – 16, 2015	8 hours 3 hours	1 2
Plum Creek In-House Logger/Forester Breakfast Training Workshop Plum Creek	April 14, 2015	2.5 hours	1
Plum Creek Road BMP Training Plum Creek	May 14, 2015	4.75 hours	1
J D Irving Woodlands In-House Training J D Irving Woodlands	Ongoing 2015	5 hours 4 hours 4 hours	1 2 2

Pelletier, McCormack, Shina and Medina voted in the affirmative; Ackley abstained. Motion carried.

## Review and Action on Continuing Education Audit Issues

A motion was made by Pelletier and seconded by McCormack to offer a consent agreement for non-compliance with continuing education requirements pursuant to Board Rule Chapter 80. The consent agreement to include: a \$500.00 fine to the licensee payable on or before 12/31/2015; completion of 8 hours of Category 1 continuing education by 12/31/2015 to fulfill the continuing education requirement for 2014 which may not be used toward the 2015 continuing education requirement; and, the licensee shall provide certificates of completion of the required 6 hours of continuing education at the time of renewal for the license expiring 12/31/2015. Unanimous.

A motion was made by Ackley and seconded by McCormack to accept the supplemental documentation of continuing education for Robert P. Young, LF 990. Unanimous

### Other

The Board discussed location options for administration of the new exam. The administrator will follow-up with the testing company to see if there are any options to change the test administration site.

### **ADJOURN**

Being no further board business to discuss, the meeting was adjourned at 10:34 a.m.

Respectfully submitted,  
Kim Baker, Office Specialist I