

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 22, 2017

MEMBERS PRESENT

John Ackley
Sarah Medina, Chair
Steve Pelletier
Keith Kanoti

OTHERS PRESENT

Karen Bivins, Administrator
Katie Johnson, Assistant Attorney General
Deborah Fales, Office Specialist I
Kim Baker, Office Specialist I
Cathy Pendergast, Education Coordinator

MEMBERS ABSENT

Theodore Shina

Location: Central Conference Room

Start: 9:02 a.m.

Adjourn: 10:16 a.m.

CALL TO ORDER

The meeting was called to order by the Chair, Sarah Medina at 9:02 a.m.

AGENDA MODIFICATIONS

None

OLD BUSINESS

Action on Minutes of December 05, 2016 Meeting

A motion was made by Pelletier and seconded by Ackley to approve the minutes of the December 05, 2016 meeting. Unanimous.

NEW BUSINESS

Complaint Officer's Report

Reconsideration of 2016-FOR-12326

A motion was made by Pelletier and seconded by McCormack to revise the letter of guidance as recommended by the assistant attorney general. Medina, Ackley and Pelletier voted in the affirmative; Kanoti abstained. Motion carried.

Freedom of Access Act Presentation

Assistant Attorney General Katie Johnson conducted a Power Point presentation regarding the Freedom of Access Act (FOAA) and how it relates to Board meetings and Board Members.

Administrator's Report

The administrator reviewed the Department's policy regarding Board Member discussions in the Board Room, Board Member recusals and complaint presentation protocol.

Correspondence

The Board reviewed monthly reports for December 2016 and all 2017 reports to date; the 2017 year to date licensing report; and recent continuing education requests.

Steve Pelletier left the meeting at 10:08 for the day.

Meeting Schedule

The next meeting is scheduled for August 24, 2017 at 9:00 a.m.

ADJOURN

Being no further board business to discuss, the meeting was adjourned at 10:16 a.m.

Respectfully submitted,
Kim Baker, Office Specialist I