

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
November 29, 2017

MEMBERS PRESENT

Sarah Medina, Chair
Keith Kanoti
Theodore Shina

MEMBERS ABSENT

John Ackley
Steve Pelletier

OTHERS PRESENT

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

Location: Central Conference Room

Start: 9:05 a.m.

Adjourn: 9:46 a.m.

CALL TO ORDER

The meeting was called to order by the Chair, Sarah Medina at 9:05 a.m.

AGENDA MODIFICATIONS

None

MINUTES REVIEW AND APPROVAL

A motion was made by Kanoti seconded by Shina to approve the minutes of the June 22, 2017 meeting as corrected. Medina and Kanoti voted in the affirmative; Shina abstained. Motion carried.

HEARINGS

None.

COMPLAINTS

2017-FOR-13520

A motion was made by Kanoti and seconded by Medina to dismiss the complaint in case number 2017-FOR-13520. Medina and Kanoti voted in the affirmative; Shina abstained. Motion carried.

APPLICATIONS

The Board reviewed monthly reports for June, July, August, September and October 2017 reports; the November 2017 licensing report; and recent continuing education requests.

ADMINISTRATOR'S REPORT

The administrator reviewed the new agenda format suggested by Commissioner Head.

A proposed script for opening meetings and instructions to Board Members regarding proper behavior dealing with the public was also reviewed.

Board Members also discussed public notice of upcoming meetings such as posting on the web site and list serve notifications.

PUBLIC COMMENT

Ken Lawson commented that two weeks is not enough time for the public to be noticed of upcoming meetings.

ADJOURN

Being no further board business to discuss, the meeting was adjourned at 9:46 a.m.

The next proposed meeting date is January 25, 2018 at 9:00 a.m. Members of the public should call the office or consult the web site for updated information regarding dates and times prior to coming to a meeting.

Respectfully submitted,
Kim Baker, Office Specialist I