

# Michigan Board of Foresters – Meeting Minutes

Wednesday, October 9, 2019  
Quality Inn and Conference Center, Escanaba, MI 49829

Meeting called to order at 1:13 pm eastern time

## 1. Roll Call

- a. Present: Jerry Grossman, Joyce Angel, Brenda Haskill, Todd Penrose, Bill Botti, Melinda Jones
- b. Absent: Jim Schmierer

## 2. Approval of the agenda

So moved by Melinda to approve the agenda with additions as noted to include a discussion on non-traditional educational background as 5.c., a discussion on the current web pages for the board and the program as 6. i., and a review of all policies and procedures under 6. a. Motion supported by Bill. All ayes. Motion carried.

## 3. Approval of the minutes from August 9, 2019 board meeting.

So moved by Bill to approve the minutes from August 9, 2019 as presented. Motion supported by Todd. All ayes. Motion carried.

## 4. Public comment

Let the record show there are 2 individuals from the public in attendance and didn't wish to speak at this time.

## 5. Old Business

### a. Financial update

i. Amount from LARA	\$8,310
ii. Revenue from registrations in 2019:	\$6,200
iii. Total revenue	\$14,510
iv. Expenditures	\$

Jerry has requested information from Forest Resources Division, Deb Begalle Chief, regarding any predictions or expectations of financial expenditure from the budget for staff time on the program. When Jerry receives an update, he will communicate the details to the board.

### b. New database for program participants in State VMS system

Brenda noted the new system operating properly and it is being used to update information and to receipt fees from new participants.

- c. Participants who transferred from LARA into the new program in July 2018 with a non-traditional forestry background will receive a letter detailing the process for future participation in the registered forester program after May 31, 2020 when the first renewal cycle takes place under the new law.

## 6. New Business

- a. New applicant – Chad Radka of Newberry, MI

So moved by Bill to approve the application by Chad Radka to be a participant in the Registered Forester program. Motion supported by Todd. All ayes. Motion carried.

- b. Review of the forms and policies and procedures of the program in advance of the 2020 renewal cycle.
  - i. Changes were made to the current update form and Brenda will provide those changes to the DNR staff person who updates forms and once complete the new form will be lodged on the webpage. Participants will be able to: check a box allowing them to opt out of having their information publicly displayed; request to be removed from all communications except their renewal billing; request to be removed from the program.
  - ii. So moved by Melinda to amend the continuing education policy to reflect a clarification on the organizations that evaluate course content for credit. Once updated, the new policy will reflect the amended date of 10/09/19. Motion supported by Joyce. All ayes. Motion carried.
  - iii. Brenda provided a draft template of a credit tracking form for continuing education credits. It will be circulated to all program participants to assist them in tracking their credits and submitting them at renewal time.
  - iv. A process will be initiated to process a program participant who no longer wishes to continue participation. A confirmation letter of the discontinuation in the program will be drafted and sent to any participant who wishes to not renew or to stop effective immediately.
  - v. A list of board members and their contact information will be posted to the board web page for the public
- c. Develop some type of simple card/brochure to hand out at MSAF meetings and distribute to ACF and ASM members (Joyce and Brenda may have ideas to circulate at the meeting)  
Brenda, Joyce, and Todd will work together to get something into draft form. Todd is going to reach out to the company that produced a recent piece for Holli Forest Products and see what price range and piece counts should be considered.
- d. Fall newsletter: Brenda will have a draft done by the end of October and provide it for edits and then circulate it to the program participants prior to November 15<sup>th</sup>.

- e. Upcoming conferences
  - i. ASM Conference, February 11-12 in Lansing, Presentation about Registered Forester program; Brenda will work with ASM and Melinda to be on the conference agenda somewhere.
  - ii. ACF Michigan: Brenda and/or Jerry will communicate with Terry Manty about the spring ACF conference and giving a presentation about the program to the group
  - iii. MSAF: a request will be made to give an update at the spring conference
- f. What's the future for the Registered Forester program?
  - i. Todd discusses the next layer and future for the program and how it might expand to meet the needs of certified wood and forest lands. This item will be placed into "Old Business" for the next few board meetings for continued development and discussion.

## 7. Public Comment

- a. Registered forester and board member of the Michigan Association of Timbermen Glenn Tolksdorf let the board know that if there are any opportunities that MAT could support the program they're willing to do so.
- b. Mike Smalligan noted that the best way to improve the program is support the current participants and give them the incentive to promote and brand it the way it works best for their business.

## 8. Adjourn

So moved by Joyce to adjourn the meeting at 4:10 pm. Motion supported by Bill. All ayes. Motion carried.

Approved by Board of Directors on March 5, 2020.