

**Georgia State Board of Registration for Foresters  
Board Meeting  
Thursday, December 11, 2014  
Professional Licensing Boards Division  
237 Coliseum Drive**

The Georgia State Board of Registration for Foresters met on Thursday, December 11, 2014 at the Professional Licensing Board Division, 237 Coliseum Drive, Macon, GA 31217.

Board Members Present:

James Johnson, Chairman  
John Britt, Vice Chairman  
Dale Greene  
Leonard L. Kinsley  
John Mixon

Board Members Absent:

Anna "Miki" Thomaston

Staff Present:

Deborah Beard, Executive Director (left the meeting at 10:30 a.m.)  
Beth Duffey, Board Support Specialist  
Debra Helms, Licensure Supervisor (joined the meeting at 10:30 a.m.)  
Janet Jackson, Senior Assistant Attorney General

James Johnson, Chairman, established that a quorum was present at 9:32 a.m. and called the meeting to order.

**Open Session**

Chairman, James Johnson called for the first order of business.

**Minutes:**

The minutes from the August 28, 2014 Board meeting were reviewed. Dale Greene made a motion to approve the minutes with corrections. John Britt seconded the motion and Board voted unanimously in favor.

**Licenses Issued Administratively:**

The Board reviewed the report of licenses issued administratively. John Mixon made a motion to ratify the licenses issued as presented on the report, Leonard L Kinsley seconded and the Board voted unanimously in favor of the motion.

License Issued 8-1-14 thru 11-30-14 Total (3)	
RF002943	Brabham, David Edward
RF002944	Dorrell, Timothy Edison
RF002945	Crittenden, Charles Corbin

### **Other Board Discussion Items:**

- **Support Staff Information-** James Johnson discussed with the Board a support staff information sheet developed by James Johnson, Board Chairman and Deborah Beard, Executive Director. The document contains information which shows the staff supports a total of five (5) different Boards including the Georgia State Board of Registration for Foresters, staff names and contact information, general information, and board staff functions. The five (5) Boards in which the staff supports provide services to over 91,000 licensees.
  
- **Approval of 2015 Board Meeting Dates** -The Board reviewed the proposed 2015 board meeting dates. The Board discussed having two (2) meetings by conference call and two (2) meetings at the Professional Licensing Boards Division located at 237 Coliseum Drive; Macon GA 31217. John Britt motioned to accept the proposed 2015 Board meeting dates, John Mixon seconded and the Board voted unanimously in favor. The dates are as follows.
  - February 26, 2015- Conference Call - 9:30 a.m.
  - May 28, 2015 – Location PLB Division - 9:30 a.m.
  - August 27, 2015- Conference Call - 9:30 a.m.
  - November 19, 2015 – Location PLB Division - 9:30 a.m.
  
- **Revising of Board Process and Policies** – The Board discussed revising the exam. James Johnson reported he has contacted some of the individuals named by the Board as possible individuals to serve on the Ad Hoc Committee. A couple have agreed to serve if the Board so desires. This matter will be discussed by the Board at a future meeting.

Deborah Beard discussed with the Board their previous motion to adopt a policy for applicants who pass the SAF exam and failed the Georgia portion of the exam, but made a 50 percentage score or greater on the Georgia portion of the exam to be allowed to appeal to the Board. This would include applicants from January 2013 going forward until the Georgia portion of the exam is revised. The Board staff needs further clarification.

The Board discussed the policy further and a new motion was made regarding the policy. Dale Greene motioned to rescind the previous motion and adopt a policy for applicants who pass the SAF exam and failed the Georgia portion of the exam, but made a 50 percentage score or greater on the Georgia portion of the exam to be allowed to be licensed upon submission of a completed licensure application. This would include applicants from January 2013 going forward until the Georgia portion of the exam is revised. John Mixon seconded the motion, and the Board voted unanimously in favor.

John Mixon motioned to change the Georgia exam passing score to 50% or greater effective today. Leonard Kinsley seconded the motion, and the Board voted unanimously in favor.

John Mixon motioned to designate James Johnson and John Britt to be Cognizant Board members to review applications, CE documents, and other licensure issues. Leonard Kinsley seconded the motion, and the Board voted unanimously in favor.

- **Replacing Board Members with expired terms** - The Board reviewed the expiration of terms for current Board members. The Board also discussed Board Members contacting the Governor’s office with suggestions of possible replacements in order to keep the Board diversified. Some of the Board Members reported they have already contacted the Governor’s Office. James Johnson will contact the Governor’s Office.

**Executive Session**

John Mixon motioned, John Britt seconded and the Board voted unanimously to enter into **Executive Session** in accordance with O.C.G.A. § 43-1-2 (k) and 43-1-19 (h), to deliberate on applications and complaint matters, and to receive information on applications, complaint reports, pending cases and the Attorney General’s report.

At the conclusion of the Executive Session, Chairman, James Johnson, declared the meeting to be “**open**” pursuant to the Open and Public Meeting Act, O.C.G.A. § 50-14-1 et seq. No Board votes were obtained during Executive Session.

**Open Session**

**Appearance:**

Applicant #2491566 B.S.- Dale Greene motioned to uphold the denial based upon matters pending before the Board and refer complaint to investigations to obtain additional information. Leonard Kinsley seconded and the Board voted unanimously

**Applications:**

John Britt made a motion, the motion was seconded by John Mixon and the Board voted unanimously to approve the following applicants for reinstatement:

License#	Name
RF002459	Archer, Steven Ray
RF002429	Muncy, Jack A
RF002005	Ingram, John Riviere

John Britt made a motion, the motion was seconded by John Mixon and the Board voted unanimously to approve the following applicants for licensure by reciprocity:

License#	Name
RF002945	Crittenden, Charles
RF002946	Rye, Arthia

John Britt made a motion, the motion was seconded by John Mixon and the Board voted unanimously to approve the following applicants to sit for the exam:

Name
Johnson, Carter Denton
Morris, Ambrose Gonzales
Porter, James
Smith, Rankin McEachern III

Applicant#2519408 W.F.- John Britt made a motion, John Mixon seconded and the Board voted unanimously to grant waiver of continuing education under O.C.G.A. § 12-6-56 (c) upon payment of application fee and approve reinstatement.

**Complaints:**

Complaint # FOR140003- John Mixon made a motion, John Britt seconded and the Board voted unanimously to refer the case to the Attorney General’s office for further analysis.

Complaint#FOR140006- John Britt made a motion, Leonard Kinsley seconded and the Board voted unanimously to close the complaint.

Complaint#FOR150001- Dale Greene made a motion, John Mixon seconded and the Board voted unanimously to refer the complaint to investigations and gather all relevant documents including contracts and invoices.

**Approval of Executive Session Minutes:**

Dale Greene made a motion, Leonard Kinsley seconded and the Board voted unanimously to approve the August 29, 2014 executive session minutes.

**Board Member Orientation:**

Janet Jackson, Senior Assistant Attorney General conducted a board member orientation with the Board Members. The information was a review of the Board Statutes, Rules, Disciplinary Process, Open Meetings and Open Records Act, and Ethics and Conflict of Interest.

**Attorney General Report:**

Janet Jackson, Senior Assistant Attorney General provided the Board with a written case status and activity report.

There being no further business, John Mixon motioned to adjourn, Dale Greene second and the Board voted unanimously in favor. The meeting adjourned at 12:18 p.m.

Minutes recorded by: Beth Duffey, Board Support Specialist  
Minutes reviewed and edited by: Deborah Beard, Executive Director

**James Johnson**

James Johnson, Chairman  
Georgia State Board of Registration for Foresters

**Deborah Beard**

Deborah Beard, Executive Director  
Georgia State Board of Registration for Foresters

These minutes were accepted on: 05/28/15