
**STATE OF MARYLAND
BOARD OF FORESTERS
July 23, 2018**

LOCATION: 500 North Calvert Street
Baltimore, Maryland 21202
Third Floor Conference Room

**MEMBERS
IN ATTENDANCE:** Wade Dorsey, Chair
W. Allen Jones
Jill Rhyne-Grey
John Markovich
Daniel Rider

MEMBERS ABSENT: Michael Huneke
Ann Sherrard

DLLR OFFICIALS/STAFF: Shanai Jordan, Executive Director
Christopher Dorsey, Assistant Executive Director
Alicia Coar, Administrative Specialist
Sloane Fried Kinstler, Assistant Attorney General

The July 26, 2018, meeting of the Maryland Board of Foresters was called to order at 10:15 AM.

Upon a motion **(I)** by Mr. Markovich and seconded by Mr. Jones, the minutes from the April 16, 2018 meeting were approved unanimously, with corrections.

Chairman's Report

No Report of the Chairman.

Executive Director's Report

Executive Director, Shanai Jordan, mentioned to the Board that there were several Forester license applications from late 2017 that required review because the Board did not meet in April. Ms. Jordan offered to send applications to the Board members via email to review during times when the Board is not able to meet, after which the Board can ratify its determinations at the next business meeting.

Ms. Jordan also introduced Christopher Dorsey, Assistant Executive Director, to the Board.

Upon a motion **(II)** by Mr. Jones, and seconded by Ms. Rhyne-Grey, the Board unanimously accepted the Executive Director's Report.

License Applications

Ms. Kinstler, Counsel to the Board, reminded the Board that license applications must be reviewed by the Board in a closed session to protect the privacy of applicants. Ms. Kinstler explained that even when no members of the public are present to observe the proceedings of a public body, the body, such as the Board must, in compliance with law, convene and Executive Session, which must be reflected in its public meeting minutes.

EXECUTIVE SESSION

Upon a Motion **(III)** by Mr. Markovich, and seconded by Mr. Rider, the State Board of Foresters entered into executive session at 10:17 a.m. in the Third Floor Conference Room, 500 N. Calvert Street, Baltimore, MD 21202, pursuant to §3-305 (b)(2) and (7) of the General Provisions Article, Maryland Annotated Code, in order to protect the privacy and reputation of license applicants and obtain the advice provided by Counsel regarding license applications.

The Board reviewed four (4) license applications.

OR-01, upon a motion **(V)** by Mr. Markovich, and seconded by Mr. Jones, the Board unanimously approved a Forester license application.

OR-02, upon a motion **(VI)** by Mr. Rider, and seconded by Mr. Jones, the Board unanimously approved a Forester license application.

OR-03, upon a motion **(VIII)** by Mr. Jones, and seconded by Mr. Markovich, the Board unanimously decided to request additional information in order to be able to fully evaluate the Forester license application.

OR-04, upon motion **(VIII)** by Mr. Markovich and seconded by Mr. Rider, the board unanimously voted to deny a Forester application. As required in COMAR 09.29.01.02(3), the candidate must provide five (5) references, which shall include at least three (3) Foresters who have personal or professional knowledge of the candidate. Additionally, the Board requests that the candidate elaborate on the experience, job duties, and organization he/she works for to verify that the work experience presented constitutes the provision of forestry services, pursuant to Bus. Occ. & Prof. Art., Ann. Code of Md., §7-101(c). The Board would like to have a more detailed explanation of the pre-license work experience, to demonstrate compliance with Bus. Occ. & Prof. Art., Ann. Code of Md., §7-304(c).

The Board reconvened its regular meeting at 11:21 a.m. Upon a motion **(IX)** by Mr. Markovich, seconded by Mr. Rider, the Board unanimously accepted the decisions rendered in Executive Session.

New Business

Mrs. Kinstler informed the Board that the Secretary had requested all boards and commissions to promulgate a uniform regulation regarding responses to official communications. The uniform regulation would apply to applicants as well as licensees, require a response within 30 days of the communication, specify that first class mail notification is sufficient, and specify that a failure to respond within 30 days may lead to disciplinary action. Counsel explained that the uniform regulation differs from the Board’s existing regulation in that it applies to applicants as well as licensees and that it eliminates the requirement that communications must be sent by certified mail.

Upon a motion (X) by Mr. Markovich, and seconded by Mr. Jones, the Board unanimously accepted the New Business Report.

Old Business

No Old Business.

Complaint Committee Report

No Complaint Committee Report.

Adjournment

There being no further business, a motion (XI) was made by Ms. Rhyne-Grey, and seconded by Mr. Markovich. The board unanimously voted to adjourn the meeting at 11:40 AM.

NEXT MEETING

October 15, 2018 - 500 North Calvert Street, Third Floor Conference Room, 10:00 AM

✓ With corrections _____ Without corrections

Signature on File

Chairman

10/15/18

Date