

**BOARD OF FORESTRY AND FIRE PROTECTION
PROFESSIONAL FORESTERS REGISTRATION**

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**CALIFORNIA-PACIFIC SECTION, SOCIETY FOR RANGE MANAGEMENT
CERTIFIED RANGELAND MANAGER PROGRAM CERTIFICATION PANEL****OPEN TELECONFERENCE MEETING MINUTES**

Meeting Conducted by Teleconference on Thursday, August 11, 2011, 2:00 p.m.

Members Present: Dr. Larry Ford, Chair
Ms. Lisa Bush,
Mr. Mike Connor
Mr. Jon Gustafson
Dr. Marc Horney
Mr. Robert Pearce.
Dr. James Bartolome, Executive Secretary

Members Absent: Dr. Bill Frost.

1. Reports of Chairman and Secretary.

Chairman Ford explained the plan for the day, and the distinction between Open and Closed Sessions. He then requested approval of minutes from July 26, 2011 Open Session meeting in Sonora.

08-01-11 Member Connor made a motion to approve the minutes and Member Bush seconded the motion. The motion was approved unanimously.

Secretary Bartolome reported that there have been no new applicants.

Member Horney reported that he is continuing work on the CRM exam database, and is preparing the next exam for October 2011. Chairman Ford reminded Member Horney that it would be okay to use the last exam again. Members Horney and Pearce are working on the reference list and study guide, and will send that to the panel for review.

ACTION: Chairman Ford to finalize minutes for posting, and record and prepare minutes of this meeting. Members Horney and Pearce to continue work on CRM exam and study guide, including developing an expanded list of qualifying range-related courses.

2. Continued discussion of CRM examination qualification criteria for substitution of education and experience.

Chairman Ford gave a summary of the re-review of eight past applications. He noted that two were approved to take the CRM exam based on substitutions, and were reminded of past correspondence that identified deficiencies. Four of the applicants will need to provide the Panel with updated applications before judgment can be made on regular approval based on deficiencies or substitutions identified in the previous application.

Two ARM applicants might want to proceed toward the CRM, but judgment was deferred on all ARMs due to the ongoing work on the CRM Program Guidelines.

ACTION: The Panel will meet in closed session to review proposed communications with the applications re-reviewed.

3. Discussion of recommendations for revised ARM program.

This discussion was postponed until we have the substitution guidelines worked out, and Board Licensing Officer Huff can participate.

ACTION: Chairman Ford will include this topic in the panel's next in-person meeting, and request participation from Mr. Huff.

4. Discussion of recommendations for discipline for unlicensed practice.

This discussion was postponed until Licensing Officer Huff can participate.

ACTION: Chairman Ford will include this topic in the panel's next in-person meeting, and request participation from Huff.

5. New and unfinished business.

a. Improving Panel Meeting efficiency:

The Panel discussed Chairman Ford's memo on needs and recommendations to improve Panel meeting efficiency. Member Bush requested longer advance notice for CalPac Section meetings if we are going to require attendance and a Panel meeting then. Many Panel members cannot regularly attend the Section meetings, and could not do six Panel meetings plus the regular Section meetings. The Panel noted the likely conflict of a Panel meeting with Section board meetings or the general sessions. Separate meetings would therefore be preferable, with a maximum of two in-person and two teleconference meetings per year, with subcommittee meetings arranged separately. Secretary Bartolome proposed to develop a systematic means of planned in-person meetings, teleconferences and email correspondence. Questions were raised whether the panel can use email for closed session topics, and whether we can reduce our workload by deferring tasks to CalPac Section board committees.

ACTION: A sub-committee of Member Connor and Secretary Bartolome will take these ideas and Chairman Ford's recommendations and propose a solution this fall, including the issues of using email for closed session topic discussions, and deferring tasks to CalPac Section board committees.

6. Public comment.

No members of the public participated in the meeting.

The Chair adjourned the open session meeting.