



## **VCJC Professional Regulation Subcommittee Agenda Meeting Minutes for Feb. 15, 2024**

**Meeting Date & Time:** Thursday Feb. 15, 2024 10:00 AM – 12:00 PM

**Meeting Location:** This meeting was via Microsoft Teams

**Voting Members Present:** Trevor Whipple, Shawn Pratt, Karim Chapman, Jennifer Frank

**Voting Members Absent:** Karen Tronsgard-Scott

**Others in attendance:** Kim McManus, Christopher Brickell

**Note:** Meeting started in Public Session, no members of the public present

**Call to Order:** Meeting called to order at 10:0007 AM by Trevor Whipple.

**Addition / Deletions to Agenda:** No additions or deletions to the agenda

**Meeting Minutes:** Meeting minutes for Feb. 1, 2024 reviewed. Motion by Karim Chapman to approve, second by Shawn Pratt. All in favor (Whipple, Chapman, Pratt, Frank)

**Note:** Chief Frank advising per code of ethics, she is recusing herself from joining in the review of case # 202090Q due to a potential appearance of a conflict of interest.

**Executive Session:** 10:09 AM (re: confidential Act 56 complaints and investigations, and to seek legal advice, with premature public knowledge would put the subject officer at a substantial disadvantage) Motion made by Jenifer Frank to include staff Kim McManus and Christopher Brickell. Second by Karim Chapman, all in favor.

**Executive Session:** 10:09 AM – 11:35 AM. Jennifer Frank rejoined executive session at 10:39

**Public Session:** 11:35 AM (Members Whipple, Frank, Chapman and Pratt re-entered public session)

**2020OP4:** Motion by Trevor Whipple of a No Finding of Category B, second by Shawn Pratt. Voting members Whipple, Pratt, Chapman, Frank in favor.

**2020WS5:** Motion by Trevor Whipple of a No Finding of Category B, second by Shawn Pratt. Voting members Whipple, Pratt, Chapman, Frank in favor.

**2020JVL:** Motion by Trevor Whipple of a No Finding of Category B, second by Jennifer Frank. Voting members Whipple, Pratt, Chapman, Frank in favor.

**2020O6Y:** Motion of a finding of a Category B1 violation, second by Jennifer Frank. Voting members Whipple, Frank, Pratt, Chapman in favor.



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**202090Q:** Motion by Trevor Whipple of a No Finding of Category B, second by Karim Chapman. Voting members Whipple, Chapman, Pratt in favor. (Frank recused)

**Public Comment:** No members of the public attended.

**Public Discussion:** Meeting of the Professional Regulation Subcommittee for the following dates: 4/4/24, 6/6/24, 8/1/24, 10/3/24, and 12/5/24 have changed meeting time to 08:30 AM – 10:00 AM

**Motion to Adjourn:** Motion made by Karim Chapman, second by Jennifer Frank, all in favor.

Meeting ended at 11:45 AM