



VCJC Professional Regulation Subcommittee Agenda Meeting Minutes for July 6, 2023

Meeting Date & Time: Thursday July 6, 2023 10:00 AM – 12:00 PM

Meeting Location: This meeting was via Microsoft Teams

Voting Members Present: Trevor Whipple, Karim Chapman, Jennifer Frank

Voting Members Absent: Shawn Pratt, 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: 10:06

Addition / Deletions to Agenda: Addition of July 3, 2023 meeting minutes

Meeting Minutes: Minutes of June 20, 2023 reviewed, motion to approve by Jennifer Frank, second by Karim Chapman, all in favor. Meeting minutes of July 3, 2023 meeting. Motion to approve by Jennifer Frank, second by Karim Chapman, all in favor.

Executive Session: 10:10 (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 Jennifer Frank, second by Karim Chapman, to include staff Kim McManus and Christopher Brickell. All voting members present approved.

Executive Session: 10:10 – 10:50. Motion to exit executive session made by Karim Chapman, seconded by Jennifer Frank at 10:50

Public Session:

2020O2C – No action. A prior finding of a B1 violation was to be reviewed with Officer who did not appear. Chair Trevor Whipple request to provide a third and final opportunity for the officer to present additional evidence to the subcommittee as had been requested. Request from officer was to present additional information in person to the subcommittee. An additional date will be provided to the subject officer to appear in person, or through Counsel, or to provide any written information for the subcommittee to review.

2020VVU – No action

2020OFG – Motion by Trevor Whipple for a finding of Category A violation, and request a notice of hearing before the Council be drafted, in conjunction with a potential stipulated agreement by Counsel. Seconded by Jennifer Frank, all in favor.

Public Comment: No members of the public attended.



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General Discussion: Discussion of potential committee meeting date for August 24th as August 17th date is a conflict for a few members.

Motion to Adjourn: Motion made by Karim Chapman, second by Jennifer Frank. Meeting ended at 10:59, all in favor.