



## VCJC Professional Regulation Subcommittee Meeting Minutes October 13, 2022 (10-12:00)

---

**Meeting Date & Time:** Thursday October 13, 2022 10:00Am – 12:00PM

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

**Voting members present:** Trevor Whipple, Karim Chapman, Jennifer Frank, Karen Tronsgard-Scott, Shawn Pratt

**Other in attendance:** Christopher Brickell, Jacob Humbert

**Call to order:** 10:10AM

**Addition/Deletions to Agenda:** Discussion of Category B1 process moving forward.

**Meeting Minutes:** Minutes from July 7, 2022 meeting: meeting minutes approved unanimously by all members present at the meeting (Trevor Whipple, Jennifer Frank, Karen Tronsgard-Scott)

Minutes from July 21, 2022 meeting: meeting minutes approved unanimously by all members present at the meeting (Trevor Whipple, Karen Tronsgard-Scott, Shawn Pratt)

Minutes from August 4, 2022 meeting: meeting minutes approve unanimously by all members present at the meeting (Trevor Whipple, Jennifer Frank, Shawn Pratt)

Minutes from September 15, 2022 meeting: meeting minutes not voted on, postponed until next meeting.

**Discussion of Category B1 process:** Discussion by committee regarding a process for officers receiving a Category B1 letter to notify the Council of the desire to provide additional information to the subcommittee for review as there is currently no process afforded by statute. Discussion of timeframe involved, notice to officers, how notification is made, how information is provided to the subcommittee for review. Draft notice will be prepared by legal counsel for review and discussion at next scheduled meeting.

**Executive Session:** (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) made by Karen Tronsgard-Scott (to include Chris Brickell, Jacob Humbert); second from Jennifer Frank. No further discussion. Executive session approved at 10:46AM

**Public Session:** Came out of executive session at 11:49AM. Nothing to report, no vote taken. Cases for review will move to next scheduled meeting

**General Discussion:** No members of the public attended. Discussion around the draft Category B1 letter to be reviewed at the next meeting and discussion of scheduling the next meeting to align with legal counsel availability.

**Motion to Adjourn:** All in favor of adjourning meeting at 12:07PM