



## VCJC Professional Regulation Subcommittee Agenda Meeting Minutes September 1, 2022 (10-12:00)

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Meeting Date and Time: Thursday September 1, 2022 10:00AM – 12:00AM

Meeting Location: This meeting was via Microsoft Teams.

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

**Voting Members Not Present:** Karen Tronsgard-Scott, Shawn Pratt

**Others in Attendance:** Jacob Humbert, Lindsay Thivierge, Christopher Brickell, Ingrid Jonas

**Call to Order** 10:15 AM

**Additions/Deletions to the agenda:** None

**Meeting Minutes:** Minutes from 7/7, 7/21, and 8/4 move to next meeting due to no quorum.

**Conflict of Interest Discussion and information around conflict of interest:**

- If committee members feel conflicted on a case that we may be reviewing please process that with staff or the chair to see if you should recuse yourself. When meeting time comes state formally on the record the recusal and why without identifying the subject officer.
- The Vermont State Code of Ethics should govern conflict of interest. There are two options recusal or proceed with written justification. The recusal process is designed to be complete you shall not in any way participate or in any way influence a proceeding. The other option is more complicated and a committee member must provide a written statement to the Chair and provide information on the nature of the conflict and good cause for proceeding.

**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 Jennifer Frank (to include Ingrid Jonas, Chris Brickell, Lindsay Thivierge, and Heather Simons); second from Karim Chapman. No further discussion. Executive session approved.

**Public Session: 20202KU** - Allegation of Category B and C violation

*No finding of Category B and C violation Vote: 3/3*

**Hearing Date:** Our first hearing is set for 9/13. Subcommittee members that may want to attend will be members of the public. If you are scheduled to attend the hearing online do not turn your camera or audio on so that there is no opportunity for anyone to see any facial expressions or hear any comments. This holds true for the meeting in person to ensure subcommittee members are in no way influencing a decision.

**Public Comment:** No public in the meeting.

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