



## **VCJC Professional Regulation Subcommittee Agenda Meeting Minutes for Oct. 5, 2023**

**Meeting Date & Time:** Thursday Oct. 5, 2023 08:30 AM – 10:00 AM

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

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

**Voting Members Absent:** None

**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 08:31 AM by Trevor Whipple

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

**Meeting Minutes:** Minutes of Sep. 21st were reviewed. Motion by Karen Tronsgard-Scott to approve the minutes seconded by Karim Chapman, minutes approved by members Karen Tronsgard- Scott, Karim Chapman and Shawn Pratt.

**Executive Session:** 08:33 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 Karen Tronsgard-Scott, second by Shawn Pratt to include staff Kim McManus and Christopher Brickell. Motion included that Chair Trevor Whipple is recusing himself from case # **202051M** due to a conflict or perceived conflict of interest.

**Executive Session:** 08:33 AM – 09:57 AM

**PRS:** Member Jennifer Frank joined the executive session at 08:39, Chair Trevor Whipple joined executive session at 09:24 AM

**Public Session:** 09:57 AM

**202051M** Motion by Karen Tronsgard-Scott for a finding of a category C violation with counsel to work on a stipulated agreement, seconded by Jennifer Frank, all members in favor (excluding Trevor Whipple).

**202051M** Second motion made by Karen Tronsgard – Scott for a finding of a B1 violation, second by Jennifer Frank, all in favor (excluding Trevor Whipple).

**20205AV** – After review of case that resulted in a vote of a category B1 finding, a motion by Trevor Whipple of a finding of a corrected B2 violation, second by Jennifer Frank, all in favor.



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**Meeting Minutes:** Minutes of Aug. 17, were reviewed. Motion to approve the minutes by Jennifer Frank, second by Karen Tronsgard- Scott. All in favor ( Tronsgard-Scott, Frank, Pratt )

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

**Public Discussion:** General discussion on officers wishing to voluntarily surrender their certification

**Motion to Adjourn:** Motion made by Jennifer Frank, second by Shawn Pratt, all in favor.

Meeting ended at 10:19 AM