



## **VCJC Professional Regulation Subcommittee Agenda Meeting Minutes for Nov. 2, 2023**

**Meeting Date & Time:** Thursday Nov 2, 2023 10:00 AM – 12:00 PM

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

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

**Voting Members Absent:** Karim Chapman

**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 10:03 AM by Trevor Whipple

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

**Meeting Minutes:** Minutes of Oct 19<sup>th</sup> were reviewed. Motion by Karen Tronsgard-Scott to approve the minutes seconded by Shawn Pratt, all in favor of approving minutes as drafted.

**Executive Session:** 10:05 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 Jennifer Frank to include staff Kim McManus and Christopher Brickell. Motion to include Jennifer Frank recusing herself from case 2020210, and 202075D.

**Executive Session:** 10:05 AM – 11:51 AM

**Public Session:** 11:51 AM

**2020210** Motion by Trevor Whipple of No Finding, second by Karen Tronsgard-Scott. All voting members present in favor (Whipple, Pratt, Tronsgard-Scott)

**202075D** Motion by Trevor Whipple of No Finding, second by Shawn Pratt. All voting members present in favor (Whipple, Pratt, Tronsgard-Scott)

**2020HRY** Motion by Trevor Whipple for a finding of a B1 violation, second by Karen Tronsgard-Scott. All voting members present in favor. (Whipple, Tronsgard-Scott, Pratt) Frank not present for discussion.

**2020TAM** Motion by Trevor Whipple for a finding of B2 violation, with a Notice of Hearing for the Council to be drafted and a potential stipulation and consent order to draft for officer review, second by Karen Tronsgard-Scott. All members present in favor. (Whipple, Tronsgard-Scott, Pratt, Frank)

**2020HTR** Motion by Trevor Whipple of No Finding, second by Karen Tronsgard-Scott. All members present in favor (Whipple, Tronsgard-Scott, Frank, Pratt)



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

**Public Discussion:** General discussion on management of files.

**Motion to Adjourn:** Motion made by Karen Tronsgard-Scott, second by Shawn Pratt, all in favor.

Meeting ended at 11:56 AM