



VCJC Professional Regulation Subcommittee Agenda Meeting Minutes for Dec. 7, 2023

Meeting Date & Time: Thursday Dec. 7, 2023 8:30 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 (joined at 09:01)

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 8:35 AM by Trevor Whipple (Jennifer Frank joined executive session at 9:01 and did not participate in case # 202090Q)

Addition / Deletions to Agenda: No additions or deletions. Changing the order of cases listed on the agenda for review.

Meeting Minutes: Minutes of Nov. 16th 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: 8:40 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 to include Jennifer Frank recusing herself from case 202090Q. All in favor.

Executive Session: 8:40 AM – 9:25 AM

Public Session: 9:25 AM

202090Q Case pending further investigation prior to review (Jenn Frank did not participate in review of this case)

2020XGF Motion by Trevor Whipple of No Violation, second by Jennifer Frank. All voting members in favor.

2020KSW Motion by Trevor Whipple of No Finding of a Category B offense, second by Karen Tronsgard-Scott. All voting members present in favor.



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Public Comment: No members of the public attended.

Public Discussion: General committee discussion.

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

Meeting ended at 9:32 AM