

MINUTES

**UTAH
HUNTING GUIDES AND OUTFITTERS
LICENSING BOARD MEETING**

August 21, 2012

**Room 402 – 4th Floor – 1:00 p.m.
Heber Wells Building
Salt Lake City, UT 84111**

CONVENED: 1:10

ADJOURNED:

Bureau Manager:

April Ellis

Board Secretary:

Yvonne King

Board Members:

Paul Niemeyer – Chairperson
John Bair
Jed Wayment
Troy Justensen

Board Members Absent

Adam Bronson

Visitors

Rick Olson, DWR
Adam Stevens, Applicant

ADMINISTRATIVE BUSINESS:

Approve the January 17, 2012 Board Meeting Minutes

Mr. Wayment, seconded by Mr. Justensen, made a motion to approve the January 17, 2012, Board meeting minutes as written. The motion carried unanimously.

Introduction of April Ellis

Ms. Ellis, who is now the new Bureau Manager, replacing Clyde Ormond, introduced herself to the Board.

APPOINTMENTS

Debra Troxel; Compliance

Ms. Troxel reviewed the compliance report with the Board.

David Black, Probationary Interview

Mr. Black, per a phone interview, appeared before the Board for his scheduled appointment.

Ms. Ellis reviewed his probation status with the Board. It was noted that he is due to come off probation on September 13, 2012.

Mr. Bair seconded by Mr. Wayment made a motion to remove Mr. Black from probation and be reinstated with full privileges on September 13, 2012. The motion carried unanimously.

Adam Stevens, Application Review

Mr. Stevens appeared before the Board for his scheduled appointment. Ms. Ellis reviewed his application which included a conviction. Mr. Stevens' employer was also present at the Board.

Mr. Justensen, seconded by Mr. Wayment, made a motion to renew Mr. Stevens' license on a probationary basis for one year with the stipulations that Mr. Stevens notify Compliance in advance while on a hunt to be excused from random drug testing and to meet with the Board at the next scheduled meeting. The motion carried unanimously.

DISCUSSION ITEMS:

Dale Denney, Release from Probation

Mr. Bair, seconded by Mr. Justensen, made a motion to release Mr. Denney from probation. The motion carried unanimously.

Monitoring of Licensees

Mr. Neimeyer asked the Staff and Board if there was a better way to monitor licensees and those who are working without a license. Mr. Neimeyer then mentioned that a renewal was previously approved on an individual that should have not been approved.

Mr. Furlong, chief investigator, reviewed the procedure that investigations go through when they receive a complaint. Mr. Furlong stated that they would first assign the complaint out to an investigator, and if it is something that is citable, a citation would then be issued. If it is more serious, a number of things would happen which may include probation to revocation of licensure.

Mr. Neimeyer wanted to know if there is a way to reinforce the reporting of offenses.

Mr. Furlong suggested sitting down with Rick Olson,

from the Division of Wildlife Resources, (DWR), where he would provide a list of licensees.

Ms. Ellis suggested executing a rule change.

Mr. Justensen, seconded by Mr. Bair, made a motion upon renewal to put together a rule change for the Division to validate criminal and wild life violations. The motion carried unanimously.

Ms. Ellis stated she would come up with some language before the next board meeting.

Investigative Report

Mr. Furlong reviewed the current investigation report.

Change of Board Meeting

It was noted to change the Board meetings from the third week to the first week of the month for the August 2013 meeting.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

December 4, 2012

(ss) Paul Niemeyer

Date Approved

Chairperson, Hunting Guide & Outfitter Licensing Board

December 4, 2012

(ss) April Ellis

Date Approved

Bureau Manager, Division of Occupational & Professional Licensing