

**Board of Game and Inland Fisheries
Education, Planning and Outreach Committee
Meeting Minutes
4000 West Broad Street, Board Room
Richmond, Virginia 23230**

**April 2, 2012
10:00am**

Present: Mr. James W. Hazel, Committee Chairman and Committee Member: F. Scott Reed; Absent: Mr. Randy Kozuch; **Board Member:** Mr. Curtis Dixon Colgate; **Executive Director:** Mr. Robert “Bob” Duncan; **Chief Operating Officer:** Mr. Matt Koch; **Senior Leadership Team:** Mr. Lee Walker, Mr. Larry Hart, Mr. Ryan Brown and Mr. David Whitehurst.

[\(Listen: Call to Order and Welcome\)](#)

The Chairman called the meeting to order and noted for the record that a quorum was present for the meeting. The Chairman thanked Mr. Colgate for his attendance.

[\(Listen: Approval of the October 12, 2012 Meeting Minutes\)](#)

The Chairman called for a motion to approve the minutes of the October 12, 2012 meeting. Mr. Reed made the following motion: Mr. Chairman, I hereby move the minutes of the meeting be approved as submitted. Motion Seconded by Mr. Hazel. Ayes: Reed and Hazel.

[\(Listen: Public Comments - Non-Agenda Items\)](#)

The Chairman called for **public comments – non agenda items**. Hearing none, the Chairman moved forward with the agenda.

[\(Listen: Review of Board Policies\)](#)

The Committee, Director and staff held a discussion and review of **Board Policies**. The Chairman stated the policies had been distributed to the Board for the annual review as required by the Board Governance Manual. He has not received any comments or requests to amend or change the current policies. **The Chairman called for a motion.**

Mr. Reed made the following motion: Mr. Chairman, I move that the Committee recommend that the Board approve the Annual Review of the Board’s Policies as presented by staff. Motion Seconded by Mr. Hazel. Ayes: Reed and Hazel.

[\(Listen: Review of the Board's Committee Charters\)](#)

The Committee, Director and Staff conducted a review and discussion on the **Board’s Committee Charters**. The following charters were reviewed:

- **Education, Planning and Outreach** – No changes recommended.

- **Finance, Audit and Compliance** – As Committee Chairman for the Finance, Audit and Compliance Committee, Mr. Colgate requested that language be removed from the Charter stating that one member of the Committee had to be a financial expert.
Following the discussion and review of the Finance, Audit and Compliance Charter, the Chairman called for a motion to amend the charter: Mr. Colgate made the following motion: Mr. Chairman, I hereby move to strike the language in the FAC Charter stating that “one member of the Committee had to be a financial expert.” Motion seconded by Mr. Reed. Ayes: Hazel and Reed.
- **Wildlife and Boat Committee** – Change the Charter title to Wildlife, Boat, and Law Enforcement and change the specific duties of the Committee; change the members of the Committee – not less than three and no more than 5 members. Mr. Koch noted for the record that the members of the Committee were designated in the Code of Virginia and the Attorney General’s office would be consulted on the member requirement change.
Following the discussion by Committee, Director and Staff, Mr. Reed made the following motion: Mr. Chairman, I hereby move the EPO Committee recommend to the full Board approval of the EPO Charter as submitted; approval of the Finance, Audit and Compliance Charter as amended to strike the language; approval of the Wildlife and Boat Committee Charter as amended to include Law Enforcement in the title and to make the membership of the Committee not less than 3 and no more than 5 subject to the Attorney General’s approval. Motion Seconded Hazel. Ayes: Hazel and Reed.

[\(Listen: Review of the Board Governance Manual\)](#)

Mr. Ryan Brown presented the Board **Governance Manual** to the Committee to begin the 3-year review as required in the Manual. Mr. Brown presented the suggested changes and noted they were indicated in grey. The suggested changes are as follows:

- Page 6 (Chp. 805 & 841, 2011)**
- Page 7 (Chp. 648, 2009; citation correction)**
- Page 8 (HB538, 2012)**
- Page 9 (Chp. 184, 2010; citation correction)**
- Page 10 (Chp. 512, 2010; citation correction)**
- Page 11 (Chp. 9, 2009)**
- Page 16 (proofreading correction)**
- Page 22 (citation correction)**
- Page 33 (proofreading correction)**
- Page 38 (HB990, 2012)**
- Page 49 (notes the review)**

A discussion was conducted by the Committee, Director and staff. The Chairman requested the Board Secretary to distribute the Board Policies, the Board Governance Manual, and proposed Charter Changes to Board Members for further discussion and action at the April Board Meeting. The Chairman thanked Mr. Brown for his report.

[\(Listen: 2012-2013 Legislative Issues\)](#)

A discussion was held by the Committee, Director and staff on **2012-2013 legislative issues**. The Chairman and Director took this time to thank Mr. Brown and the Senior Leadership Team for their assistance during the 2012 General Assembly Session.

[\(Listen: Apprentice Hunting License Program Update\)](#)

Mr. Lee Walker gave an update on the **Apprentice Hunting License Program**. A discussion was held by the Committee, Director and Staff.

[\(Listen: Director's Comments/Other Business\)](#)

The Director reported on the following items:

- Regional Law Enforcement Meetings
- VMRC Update – New Interim Director
- Forestry Partnership
- Outdoor Sportsman’s Show
- Agency Advisory Group Meeting
- Virginia Deer Hunter’s Association Meeting
- Vic Thomas Fish Hatchery
- 75th Anniversary Wildlife and Sports Fish Restoration
- Outdoor Writers Association Meeting

[\(Listen: Chairman's Remarks\)](#)

The Chairman stated he had attended the Reston Youth Fishing Day and attended the Virginia Trappers Association Workshop. He also thanked everyone for their reports.

[\(Listen: Next Meeting/Adjournment\)](#)

The Chairman announced the next meeting would be held on May 16, 2012 beginning at 1:00pm. The meeting was adjourned at 11:30am.

Respectfully submitted,
/s/Beth B. Drewery
Secretary, Board of Game and Inland Fisheries