

**WEST VIRGINIA  
SECRETARY OF STATE  
NATALIE E. TENNANT  
ADMINISTRATIVE LAW DIVISION**

Form #2

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WEST VIRGINIA  
SECRETARY OF STATE

**NOTICE OF A COMMENT PERIOD ON A PROPOSED RULE**

AGENCY: WV Board of Registration for Foresters TITLE NUMBER: 200

RULE TYPE: Legislative CITE AUTHORITY: \_\_\_\_\_

AMENDMENT TO AN EXISTING RULE: YES  NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: 4

TITLE OF RULE BEING AMENDED: 200 - Schedule of Fees

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: \_\_\_\_\_


TITLE OF RULE BEING PROPOSED: \_\_\_\_\_

IN LIEU OF A PUBLIC HEARING, A COMMENT PERIOD HAS BEEN ESTABLISHED DURING WHICH ANY INTERESTED PERSON MAY SEND COMMENTS CONCERNING THESE PROPOSED RULES. THIS COMMENT PERIOD WILL END ON July 29, 2011 AT ~~4:00 pm~~ 10:00 a.m. ONLY WRITTEN COMMENTS WILL BE ACCEPTED AND ARE TO BE MAILED TO THE FOLLOWING ADDRESS:

WV Board of Registration for Foresters

PO Box 718, Ripley, WV 25271

THE ISSUES TO BE HEARD SHALL BE LIMITED TO THIS PROPOSED RULE.

  
Authorized Signature

ATTACH A **BRIEF** SUMMARY OF YOUR PROPOSAL



**WEST VIRGINIA STATE BOARD OF REGISTRATION FOR FORESTERS**

PO Box 1032  
Ripley, WV 25271  
Ph. 304-415-3952 Fax 304-372-1957  
e-mail: [wvborf@wirefire.com](mailto:wvborf@wirefire.com)

June 28, 2011

The West Virginia Board of Registration for Foresters (hereinafter "Board") is requesting an amendment to its Series 4 Legislative Rule, *Schedule of Fees*. During the 2010 West Virginia Legislative Session Chapter 30, Article 19 was amended to allow the Board to administer an exam. Thus, with such duties now assigned to the Board, appropriate rules are needed to allow the Board to fulfill that requirement. This additional requirement will hence add to the costs incurred by the Board in fulfilling the registration process.

The Board is also requesting an increase in the renewal fee from \$25 to \$35 annually. Additionally, the Board is seeking to clarify the late fee payment schedule and increase the fees for late renewals. This increase will bring approximately \$4000 in additional into the Board.

The 2010 Legislative changes also provided the Board with additional responsibilities to investigate and bring legal action against violators of Chapter 30, Article 19. Thus, the Board must be financially prepared to pursue such action and hence fee increases are proposed.

Sincerely yours,

A handwritten signature in cursive script that reads "Cinda B. Francis".

Cinda B. Francis, CF  
Secretary (RPF #509)

**TITLE 200  
LEGISLATIVE RULE  
STATE BOARD OF REGISTRATION OF FORESTERS  
SERIES 4  
SCHEDULE OF FEES**

**§200-4-1. General.**

1.1. Scope. -- This legislative rule establishes the various fees that are to be submitted to the State Board of Registration of Foresters.

1.2. Authority. -- W. Va. Code §30-19-6.

1.3. Filing Date. --

1.4. Effective Date. --

**§200-4-2. Schedule of Fees.**

2.1	Examination fee to be certified as a registered forester	\$100.00
2.2	Application fee for to be certified as a registered forester or forestry technician	\$50.00
2.2	Annual certification license renewal fee	\$35.00
2.3	Late renewal fee (if not received by June 30th): <i>Plus a \$10.00 late fee for each 12 months late not to exceed \$50.00</i>	\$10.00
2.4	Permit fee	\$10.00
2.5	Duplicate certificate fee	\$10.00
2.7	Place individual license on inactive status	\$10.00
2.8	Roster fee	\$10.00
2.9		

APPENDIX B

**FISCAL NOTE FOR PROPOSED RULES**

Title 200 Series 1 - Certification of Registered Foresters

Rule Title: \_\_\_\_\_

Type of Rule:  Legislative  Interpretive  Procedural

Agency: WV Board of Registration for Foresters

Address: PO Box 1032, Ripley, WV 25271

\_\_\_\_\_

\_\_\_\_\_

Phone Number: 304-415-3952 Email: wvborf@wirefire.com

**Fiscal Note Summary**

Summarize in a clear and concise manner what impact this measure will have on costs and revenues of state government.

This Rule has no costs or revenues attached and therefore will have no impact on the financial resources of the Board of Foresters.

**Fiscal Note Detail**

Show over-all effect in Item 1 and 2 and, in Item 3, give an explanation of Breakdown by fiscal year, including long-range effect.

<b>FISCAL YEAR</b>			
Effect of Proposal	Current Increase/Decrease (use "-")	Next Increase/Decrease (use "-")	Fiscal Year (Upon Full Implementation)
1. Estimated Total Cost	0.00	0.00	0.00
Personal Services			
Current Expenses			
Repairs & Alterations			
Assets			
Other			
2. Estimated Total Revenues	0.00	0.00	0.00

Title 200 Series 1 - Certification of Registered Foresters

Rule Title: \_\_\_\_\_

Rule Title: \_\_\_\_\_

3. **Explanation of above estimates (including long-range effect):**  
Please include any increase or decrease in fees in your estimated total revenues.

There will be no increase or decrease in the financial resources of the Board as a result of this Rule.

### MEMORANDUM

Please identify any areas of vagueness, technical defects, reasons the proposed rule would not have a fiscal impact, and/or any special issues not captured elsewhere on this form.

n/a

Date: June 29, 2011

Signature of Agency Head or Authorized Representative

Cindel D. Francis

APPENDIX B

**FISCAL NOTE FOR PROPOSED RULES**

Title 200 Series 4 - Schedule of Fees

Rule Title: \_\_\_\_\_

Type of Rule:  Legislative  Interpretive  Procedural

Agency: WV Board of Registration for Foresters

Address: PO Box 1032, Ripley, WV 25271

\_\_\_\_\_

\_\_\_\_\_

Phone Number: 304-415-3952 Email: wvborf@wirefire.com

**Fiscal Note Summary**

Summarize in a clear and concise manner what impact this measure will have on costs and revenues of state government.

This Rule will allow the Board of Foresters to charge a fee to applicants to cover the costs associated with administering an exam as part of the application fee. Additionally, the Rule will increase the annual renewal fee and modify and clarify how the late fee is calculated and how much is charged. The Board of Foresters receives no State revenue and thus all costs and revenues would only effect the Board. It is expected that an additional \$4000 will be collected as a result of the revised fee schedule.

**Fiscal Note Detail**

Show over-all effect in Item 1 and 2 and, in Item 3, give an explanation of Breakdown by fiscal year, including long-range effect.

FISCAL YEAR			
Effect of Proposal	Current Increase/Decrease (use "-")	Next Increase/Decrease (use "-")	Fiscal Year (Upon Full Implementation)
<b>1. Estimated Total Cost</b>			
Personal Services	8,700.00	15,200.00	15,200.00
Current Expenses	2,100.00	6,300.00	6,300.00
Repairs & Alterations	0.00	0.00	0.00
Assets	0.00	0.00	0.00
Other	0.00	0.00	0.00
<b>2. Estimated Total Revenues</b>	<b>18,000.00</b>	<b>22,000.00</b>	<b>22,000.00</b>

Title 200 Series 4 - Schedule of Fees

Rule Title: \_\_\_\_\_

Rule Title: \_\_\_\_\_

**3. Explanation of above estimates (including long-range effect):**

Please include any increase or decrease in fees in your estimated total revenues.

The Board of Foresters expects to incur additional costs as the administration of an examination is initiated. The Board anticipates a significant increase in personnel services due to exam administrator fees and additional legal fees due to individuals not passing the exam. While revenues will obviously increase (by an estimated \$4000), costs will also increase as a result of this Rule.

**MEMORANDUM**

Please identify any areas of vagueness, technical defects, reasons the proposed rule would not have a fiscal impact, and/or any special issues not captured elsewhere on this form.

n/a

Date: June 29, 2011

Signature of Agency Head or Authorized Representative

Cindee B. Francis