NOTICE OF MEETING

August 20, 2013
10:00am – 5:00pm
Landscape Architects Technical Committee
Sequoia Room
2420 Del Paso Road
Sacramento, CA 95834
(916) 575-7230

The Landscape Architects Technical Committee (LATC) will hold a meeting as noted above. The agenda items may not be addressed in the order noted and the meeting will be adjourned upon completion of the agenda which may be at a time earlier than that posted in this notice. The meeting is open to the public and held in a barrier free facility according to the Americans with Disabilities Act. Any person requiring a disability-related modification or accommodation to participate in the meeting may make a request by contacting Ken Miller at (916) 575-7230, emailing latc@dca.ca.gov, or sending a written request to LATC, 2420 Del Paso Road, Suite 105, Sacramento, California, 95834. Providing your request at least five business days before the meeting will help to ensure availability of the requested accommodation.

A. Call to Order – Roll Call – Establishment of a Quorum
   Chair's Remarks
   Public Comment Session

B. Approve May 22, 2013 LATC Summary Report

C. Program Manager's Report

D. Update on Occupational Analysis from Office of Professional Examination Services

E. Report on Council of Landscape Architectural Registration Boards (CLARB)
   1. Review of CLARB Annual Meeting Agenda, Policies, and Procedures
   2. Update on CLARB's Committee on Nominations Election
   3. Review and Approve Recommended Position on Resolutions and Board of Directors Election Ballot

F. Update on Proposed Regulations to Amend California Code of Regulations (CCR) Section 2620.5 (Requirements for an Approved Extension Certificate Program)
   1. Review Office of Administrative Law (OAL) Disapproval Decision for CCR Section 2620.5
   2. Action to Address OAL Disapproval Decision for CCR Section 2620.5

G. Review and Possible Action on Proposed Regulations to Amend CCR Section 2610 (Application for Examination)

H. Review and Possible Action on Proposed Regulations to Amend CCR Section 2649 (Fees)

I. Review and Approve Exceptions and Exemptions Task Force Recommendations Regarding Business and Professions Code Section 5641 (Chapter Exceptions, Exemptions)

J. Review Tentative Schedule and Confirm Future LATC Meeting Dates

K. Adjourn

Please contact Ken Miller at (916) 575-7230 for additional information related to the meeting. Notices and agendas for LATC meetings can be found at *www.latc.ca.gov*.

Agenda Item A

CALL TO ORDER-ROLL CALL-ESTABLISHMENT OF A QUORUM

Landscape Architects Technical Committee (LATC) Member Roster

Stephanie Landregan, Chair

Andrew Bowden, Vice Chair

Nicki Johnson

Katherine Spitz

David Allan Taylor, Jr.

CHAIR'S REMARKS

LATC Chair Stephanie Landregan will review the scheduled LATC actions and make appropriate announcements.

PUBLIC COMMENT SESSION

Members of the public may address the Committee at this time. The Committee Chair may allow public participation during other agenda items at her discretion.

Agenda Item B

APPROVE MAY 22, 2013 LATC SUMMARY REPORT

The Landscape Architects Technical Committee (LATC) is asked to approve the attached May 22, 2013, LATC Meeting Summary Report.

SUMMARY REPORT

CALIFORNIA ARCHITECTS BOARD
Landscape Architects Technical Committee

May 22, 2013
Sacramento, California

LATC Members Present
Stephanie Landregan, Chair
Andrew Bowden, Vice Chair
Nicki Johnson
Katherine Spitz

LATC Member Absent
David Allen Taylor, Jr.

Staff Present
Doug McCauley, Executive Officer, California Architects Board (Board)
Vickie Mayer, Assistant Executive Officer, Board
Don Chang, Assistant Chief Counsel, Department of Consumer Affairs (DCA)
Trish Rodriguez, Program Manager, Landscape Architects Technical Committee (LATC)
John Keidel, Special Projects Coordinator, LATC
Claire Chung, Examination Coordinator, LATC
Matthew McKinney, Enforcement Officer, LATC
Ken Miller, Licensing Coordinator, LATC

Guests Present
Christine Anderson, Chair, University of California Extension Certificate Program Task Force
Pamela Berstler, President, California Chapter, Association of Professional Landscape Designers (APLD)
Eddie Chau, Program Director, University of California (UC) Berkeley Extension Landscape Architecture Program
Dalton LaVoie, California Council/American Society of Landscape Architects (CC/ASLA)
John Nicolaus, CC/ASLA
Tom Roy, Facilitation Specialist, DCA, Strategic Organization, Leadership and Individual Development
Taylor Schick, Budget Analyst, DCA
Raul Villanueva, Personnel Selection Consultant, DCA, Office of Professional Examination Services

A. Call to Order – Roll Call – Establishment of a Quorum
Chair's Remarks
Public Comment Session

Chair Stephanie Landregan called the meeting to order at 9:58 a.m. and Andrew Bowden called the roll. Four members of LATC were present, thus a quorum was established.

B. Approve January 24-25, 2013 LATC Summary Report

- **Andrew Bowden moved to approve the January 24-25, 2013 LATC Summary Report.**

  Nicki Johnson seconded the motion.

  The motion carried 4-0.

C. Program Manager's Report

Trish Rodriguez presented the Program Manager's Report. She stated that implementation of the BreEZe Project has been delayed and the phase one release is currently in the User-Acceptance Testing stage. She noted that LATC is included in the phase three release of BreEZe, which is expected to reach completion in 2014.

Ms. Rodriguez informed the members that on February 26, 2013, an outreach presentation was delivered at UC Davis, which had 24 attendees. She also said that an outreach presentation was provided at UC Berkeley on April 25, 2013, which had 15 attendees. She noted that schools will be contacted in fall 2013 to schedule additional presentations.

Ms. Rodriguez stated that the regulatory package for California Code of Regulations (CCR) section 2614 (Examination Transition Plan) was approved on April 8, 2013, and the regulatory package for CCR section 2620.5 (Requirements for an Approved Extension Certificate Program) is currently under review. She continued that the LATC website was recently updated with the latest regulation changes, upcoming administration dates for the Landscape Architect Registration Examination (LARE), and current list of active licensees. She also mentioned that staff began compiling a list of frequently asked questions (FAQs) as requested at the January 24-25, 2013 LATC meeting, and the FAQs will be posted to the website once approved.

Ms. Rodriguez discussed the issues surrounding a testing anomaly experienced during the December 2012 administration of section 4 of the LARE. She explained that Council of Landscape Architectural Registration Boards (CLARB) informed LATC that all issues are reviewed on a case-by-case basis and CLARB has resolved any issues from the December 2012 administration of the LARE. She noted that if candidates have further questions regarding the testing anomaly, they should contact CLARB directly.

Ms. Rodriguez indicated that development for the California Supplemental Examination (CSE) began in March 2013 and the last development workshop will be June 3-4, 2013. She explained that the workshops have been going well; however, it has been difficult to recruit a sufficient number of subject-matter experts who have been licensed less than five years. She noted that the first occupational analysis (OA) workshop will occur on May 30-31, 2013.

Ms. Rodriguez informed the members that an update will be provided on the University of California Extension Certificate Program Task Force site reviews under Agenda Item I. She also announced that LATC recently entered into a contract with a new technical expert, for a combined total of three contracted technical experts who will assist with enforcement case review. She provided a personnel update to the members and acknowledged that Erika Vaca was hired as a limited-term Office Technician, effective April 1, 2013, to assist with administrative tasks. Ms. Rodriguez concluded her report by notifying the members that an update will be provided under Agenda Item K on the legal opinion for Business and Professions Code (BPC) section 5641 (Chapter Exceptions, Exemptions), along with an update on the annual enforcement statistics.

D. Review and Approve July 1, 2013 through June 30, 2014 Draft Strategic and Communications Plan

LATC and staff discussed and made edits to the July 1, 2013 through June 30, 2014 draft Strategic and Communications Plan with Tom Roy facilitating the discussion. LATC proceeded to review the Strategic Plan objectives and adjust their target dates as necessary.

- **Katherine Spitz made a motion to adopt the draft Strategic Plan with edits as discussed, extend the effective date through June 30, 2015, and change future Strategic Plans to be effective for two fiscal years with annual environmental scans.**

  Nicki Johnson seconded the motion.

  The motion carried 4-0.

J.* Review and Possible Action on Requirements for Reciprocity

Ms. Rodriguez explained that LATC recently received a letter from Jon Pride, a licensed landscape architect in Washington who does not meet California's minimum education requirements to qualify for licensure. She said that Mr. Pride requested LATC to consider his request for licensure in California despite not meeting the education requirement.
Mr. Bowden asked the members if they believe Mr. Pride would pose a threat to the health, safety, and welfare of the public if he were to be granted licensure without meeting California's education requirement, in light of his experience. Ms. Landregan responded that according to current California law, he would pose a threat to the health, safety, and welfare of the public. Don Chang added that there is nothing preventing the LATC from proposing a change to the regulations if they deem a change appropriate. He stated that some jurisdictions allow a certain amount of licensed experience to supplement deficiencies in obtaining a license, recognizing that there is a supplemental value to licensed experience. He stated that under current California law, the examination requirement may be waived if the applicant is currently licensed as a landscape architect in another jurisdiction, has passed a written examination equivalent to that which is required in California, and has submitted proof of job experience equivalent to that required in California. He noted that according to CCR section 2620 (Education and Training Credits), training credit may only be granted after meeting the education requirement first. Mr. Chang concluded that the LATC should consider whether they want to substitute licensed experience for education in some manner.

Christine Anderson cautioned the members to consider the potential for increased staff workload when discussing changing reciprocity requirements. Ms. Landregan asked if the phrase in CCR

section 2615 (Form of Examinations) which states, "the written examination may be waived" only applies to the examination requirement for licensure and not the education or experience requirements. Mr. Chang confirmed that only the written examination may be waived; however, the LATC could potentially adopt a regulation which would grant educational equivalence for licensed experience.

Mr. Bowden asked if the LATC could make a decision regarding changing reciprocity requirements at today's meeting. Mr. Chang replied that LATC could begin the process by determining if they would like to explore granting educational equivalence for licensed experience in other jurisdictions and then defer the question to a subcommittee to evaluate appropriate equivalencies. Vickie Mayer noted that a current Strategic Plan objective is to "Review reciprocity requirements of other states to determine possible changes to California requirements to improve efficiencies."

Ms. Spitz stated that she is uncomfortable changing reciprocity requirements for one person, and would like to explore the long-term ramifications of such a change. Mr. Bowden stated the purpose of licensure is to protect the health, safety, and welfare of Californians, and he is unsure that denying Mr. Pride's request for licensure accomplishes this. He explained that Mr. Pride has already demonstrated to another state that he is minimally competent for licensure in that jurisdiction. He clarified that he understands there are different laws regulating the practice of landscape architecture in other states; however, regardless of what is decided for educational equivalencies, reciprocity candidates would be required to take and pass the CSE before obtaining licensure.

Ms. Landregan stated she is willing to amend education requirements to allow experience equivalencies for licensed experience in other jurisdictions. She directed staff to provide information at the next meeting regarding how other jurisdictions handle equivalencies of education and experience, so that LATC can consider modifying reciprocity requirements to include educational equivalence for training. Ms. Anderson said that licensure is a combination of education, experience, and examination, and all three factors should be considered when reviewing reciprocity requirements. Ms. Mayer asked for clarification as to whether staff will gather information on educational equivalencies or the reciprocity requirements of other states. Ms. Landregan responded that staff should gather data on both educational equivalencies and reciprocity requirements, because reciprocity requirements may already have educational equivalencies contained within them. Mr. Chang summarized that staff will research whether other jurisdictions allow licensed experience to supplement deficiencies in education for the purpose of reciprocity, and that staff will report to LATC at the next meeting.

F. Discuss and Possible Action on Recommendations Regarding LATC Fund Condition

Ms. Rodriguez provided an overview of recommendations to address the LATC fund condition. She explained that, at the January 24-25, 2013 LATC meeting, DCA Budget Office staff presented the current fund condition, at which time there were 19 months of funds in reserve. She explained that staff was asked to evaluate the possibilities of a license fee reduction and a negative budget change proposal (BCP) to address the fund condition. She noted that after further discussion, it was recommended that LATC implement a negative BCP of $200,000, and temporarily reduce license renewal fees from $400 to $220 for one renewal cycle. She indicated that the temporary license fee reduction would be implemented in fiscal year (FY) 2015/2016 due to competing priorities such as BreEZe implementation and Sunset Review.

Ms. Landregan inquired whether a negative BCP would permanently reduce the spending authority for LATC, because she is concerned that it will be difficult to increase budget appropriation if the need arises. Taylor Schick responded that a negative BCP will permanently reduce budget authority; however, this reduction will adjust the LATC budget to an appropriate level. He explained that the LATC budget experienced a large cost savings in FY 2009/2010 when the administration costs of the LARE were assumed by CLARB. He said that nearly $200,000 was appropriated in the LATC budget for administration of the LARE that was no longer needed, resulting in a budget surplus. He suggested that LATC consider a negative BCP to address the budget surplus. He also noted that the projected fund conditions presented in the meeting packet assume that the LATC will fully expend their allotted funds during a given FY. He said that most agencies do not fully expend their budget each year and typically experience a 5-10% reversion rate. He noted that LATC has experienced a 40-50% reversion rate in recent years due primarily to the LATC no longer administering the LARE. He stated that even with the proposed negative BCP, the LATC budget will likely still experience a 10-20% reversion rate, allowing LATC sufficient funds to operate and address unanticipated situations. He noted that the Department of Finance (DOF) reviews fund conditions on an annual basis and it appears unusual that LATC has been reverting approximately 40% of the budget for nearly five years. Ms. Landregan asked if funding for the 2016 Sunset Review is considered in the proposed negative BCP. Doug McCauley replied that increased staff time is considered when reviewing the proposed budget change; however, it is not a budget line item. He opined that LATC should consider the proposed negative BCP as a modest and cautious approach rather than having a different, more severe proposal forced upon it.

Ms. Landregan expressed that she wants to ensure the proposed negative BCP will not place the LATC in a compromised budget position. She asked if there are any trends with candidate applications to consider, such as increases or decreases, when reducing LATC budget appropriation. Mr. Schick said that the budget office has software that can analyze past trends, show previous reversion rates, and project scenarios based upon different situations. He said that the budget office will work with the LATC to generate such documents in an expedient manner.

Mr. Bowden asked how a negative BCP will be perceived during Sunset Review by the reviewing agencies. Mr. Schick responded that if it is executed properly, it should be viewed as properly managing the appropriation and fund of the LATC. Mr. Bowden asked if funds could be redirected to other areas of the budget, rather than pursue a negative BCP, so that LATC does not receive criticism during the next Sunset Review for possibly being deficient in areas that funds could have been redirected to support. Mr. McCauley said that there would be a greater chance of criticism in the next Sunset Review if LATC does not pursue the proposed negative BCP. Ms. Landregan asked if the funds in the budget are generated from licensing fees. Mr. McCauley responded that the funds are generated from both licensing and examination fees.

- **Andrew Bowden made a motion to reduce the license renewal fee from $400 to $220 for one renewal cycle beginning in FY 2015/2016, at the end of which the renewal fee will revert back to $400.**

  Katherine Spitz seconded the motion.

  The motion carried 4-0.

- **Andrew Bowden made a motion to authorize staff to prepare a negative BCP to reduce the LATC budget spending authority $200,000.**

  Nicki Johnson seconded the motion.

  The motion carried 4-0.

G. Discuss and Possible Action on Occupational Analysis

Ms. Rodriguez stated that LATC will begin the OA process on May 30-31, 2013. She explained that the purpose of this agenda item is to provide an opportunity for LATC to offer input before the first workshop. Raul Villanueva explained that the OA will begin with a focus group that will identify the principal areas that will be explored during the OA. He said that past OAs and input provided by the LATC during today's meeting will serve as a starting point for the focus group discussion.

Mr. Villanueva asked the members to discuss and respond to the questions listed on the agenda item attachment entitled "LATC 2013 OA Questions." Ms. Landregan responded to the question, "In what areas of practice have you recently seen or do you anticipate changes in law?" by explaining that California has made frequent changes to water laws and has seen many changes to rainwater and wastewater harvesting restrictions in recent years. She said that issues surrounding the handling of waste on job sites are undergoing modifications by various California jurisdictions. She also anticipates changes in areas such as soil management, and maintaining native soils, native plants, and native ecosystems. She said that in regards to climate change, creating sustainable and resilient landscapes is an area that is possibly changing. She further explained that addressing how landscapes affect public health and mitigation of sites that have been degraded are some other emerging areas of law. She summarized that, in her opinion, handling of wastewater, climate change, and resilient landscapes are some of the most prominent emerging areas of practice.

Ms. Spitz concurred with Ms. Landregan's comments and added that many civil engineers are currently doing things that, in her opinion, landscape architects should be doing. She stated that some emerging areas of practice are the mitigation of stormwater at construction sites and using graywater for irrigation. She explained that currently, civil engineers are being tasked with using sandbags at construction sites to temporarily mitigate stormwater during the duration of construction, and that this should fall under the purview of landscape architects. She said some other emerging areas of practice are low-impact development, soil remediation, climate change and selecting vegetation to clean and percolate water. Ms. Landregan added that another emerging area of focus within the practice is the overuse of plants that can cause disease, and creating performance landscapes that work well with natural systems. She also said that irrigation, water conservation, and erosion are changing areas within the practice.

Ms. Johnson agreed that stormwater mitigation, irrigation, and water conservation are changing topics that should fall within the purview of landscape architects. Mr. Bowden said that it is important for landscape architects to have knowledge of Assembly Bill 1881, the Model Water Efficient Landscape Ordinance. Ms. Spitz said that the LARE does not test extensively on how to select the proper plant for the climate, and that basic knowledge of California plants is very important. Ms. Landregan responded that plant selection is not evaluated extensively on the LARE because proper plant selection varies greatly across the nation. Mr. Bowden said that

recent changes to accessibility standards should be tested for on the CSE, along with fire zoning in high fire danger areas. Ms. Anderson said that the LATC should evaluate how the recent CLARB study on welfare has been incorporated into the LARE, and how much of it is California-specific.

Ms. Johnson opined that after six to ten years of licensure, the nature of licensure focuses more on project management. Ms. Landregan added that as a licensee's experience increases, how to combine knowledge and experience becomes a skill that also increases. Ms. Spitz said that inexperienced licensees should be able to identify when they do not know something and be able to consult the proper resources to find solutions. Ms. Landregan stated that having an understanding of how other professional licensees integrate into a project team is not something that is currently tested for on the LARE and should possibly be addressed in the OA.

Mr. Villanueva concluded by asking for any other possible areas of input for the OA to be sent to Ms. Rodriguez by May 31, 2013, and thanked the members for their input.

E. Discuss and Possible Action on LATC's 2014 Sunset Review Process

Mr. McCauley provided an overview of the Sunset Review process for the members. He explained that the Legislature provided a "BP&ED (Business, Professions and Economic Development) Oversight Review Questionnaire" and it is included in the meeting packet for review. He said that the questionnaire poses new questions that have not been sought in previous Sunset Reviews, such as committee member attendance at meetings, fingerprinting requirements for enforcement, and webcasting for meetings. He stated that staff will review the questions and start working on the report in the near future. He explained that one year is budgeted to complete the report because the LATC will need to review it at least twice before it is submitted to the Legislature by October 31, 2014. He said that the former Joint Legislative Sunset Review Committee was sunsetted, and two policy committees now lead the Sunset Review process: the Senate Business and Professions Committee and the Assembly Business and Professions Committee. He added that there were no findings that needed to be addressed on an ongoing basis in the last Sunset Review, which is considered a very desirable outcome.

H. Report on Council of Landscape Architectural Registration Boards

Ms. Anderson provided an update on recent CLARB activities. She stated that at the recent Spring meeting CLARB explored the strategic planning process. She said that Ms. Landregan is the incoming CLARB President and an inauguration ceremony will be held in September 2013. She also said that she herself has been nominated for Treasurer. She explained that the CLARB Nominations Committee updated their nominations process and is expected to release the slate of nominees in July 2013.

I. Update on University of California (UC) Extension Certificate Program Task Force

As the Program Administrator for the UC Los Angeles (UCLA) Extension Certificate Program, Ms. Landregan recused herself from participation in discussion and voting on Agenda Items I.1, I.2, I.3, and I.4 due to a conflict of interest.

Mr. Bowden advised he is on the UCLA Guidance Committee. Mr. Chang said that there is a possible conflict of interest for Mr. Bowden to participate in the voting on Agenda Items I.1, I.2,

I.3, and I.4; however, since there are four members of the LATC present, if both Ms. Landregan and Mr. Bowden recuse themselves, the items cannot be voted on. Mr. Chang asked the members if it is necessary to vote on these agenda items at today's meeting, or if it could possibly wait until the following meeting. Mr. Bowden stated that it is necessary to vote today on the items as the extension certificate programs are waiting on an approval decision from LATC, and they need to be able to prepare for the upcoming school year. Additionally, he said that there is no guarantee that there will be a quorum at the next LATC meeting if the members were to postpone action. Ms. Anderson added that both extension certificate programs have been given draft recommendations and cannot officially take action on them until the LATC approves the recommendations. She also said that if discussion waits until the next meeting, it will not be fresh on the minds of the pertinent people.

- **Nicki Johnson made a motion to proceed with discussion and voting on Agenda Items I.1, I.2, I.3, and I.4 at the May 22, 2013 LATC meeting.**

  Katherine Spitz seconded the motion.

  The motion carried 3-0. Stephanie Landregan recused herself.

Mr. Chang said that the "rule of necessity" allows Mr. Bowden to participate in the discussion, even though there is a potential conflict of interest; however, if he were not to participate in the discussion, it would preclude the Board from taking action on this matter because there would not be a quorum. He said that, under the "rule of necessity," a member who has a potential conflict of interest is allowed to participate in the discussion, if not doing so would prevent LATC from moving forward. Mr. Bowden temporarily assumed the Chair's duties.

I.1. Approve Appointment of UC Los Angeles Site Review Team Member

Ms. Rodriguez stated that the UCLA Extension Certificate Program site review was conducted in April 2013. She explained that one of the initially appointed site review team members was unable to participate in the site review and that she received a reference for Joseph Ragsdale to substitute for the absent member. She said that the LATC is asked to approve the appointment of Mr. Ragsdale to the UCLA site review team.

- **Nicki Johnson made a motion to approve Joseph Ragsdale to the UCLA site review team.**

  Katherine Spitz seconded the motion.

  The motion carried 3-0. Stephanie Landregan recused herself.

I.2. Discuss and Possible Action on Extension Certificate Program Review/Approval Procedures

Ms. Rodriguez explained that the Review/Approval Procedures were previously approved by the LATC at their November 14, 2012 meeting. She explained that, after the April 2013 site reviews were conducted, staff identified the need to refine some of the processes outlined in the procedures. She noted that proposed edits to the Review/Approval Procedures were provided in Attachment I.2.1.

Ms. Rodriguez directed attention to the sentence on page 20 of the Review/Approval Procedures which stated "The LATC will vote on whether to grant a program candidacy status at its next regularly scheduled meeting by reviewing the program's SER (Self-Evaluation Report) and the Visiting Team Report." She said that the Visiting Team Report already provides a concise summary of the SER and felt it is not necessary to review the SER during an LATC meeting. She also noted that a program's institutional response and Advisory Recommendation to the LATC should be reviewed along with the Visiting Team Report, as they contain information that is pertinent to an approval decision. Ms. Rodriguez recommended that this section should instead read "The LATC will vote on whether to grant a program candidacy status at its next regularly scheduled meeting by reviewing the program's Visiting Team Report, Advisory Recommendation to the LATC, and institutional response."

Ms. Rodriguez also directed attention to the sentence on page 25 of the Review/Approval Procedures which stated "The team report and institutional response are sent to the LATC members at least three weeks before the next scheduled LATC meeting." She explained that requiring the team report and institutional response to be submitted to the LATC members three weeks prior to the next scheduled meeting is problematic if these documents are not available for distribution at that time. She recommended that this section should instead read "The team report and institutional response are sent to the LATC members prior to the next scheduled LATC meeting."

- **Katherine Spitz moved to approve the proposed revisions to the Review/Approval Procedures, as indicated in Agenda Item Attachment I.2.1.**

  Nicki Johnson seconded the motion.

  The motion carried 3-0. Stephanie Landregan recused herself.

I.3 Review and Approve UC Berkeley Extension Certificate Program Site Review Team Recommendation

Ms. Anderson provided an update on the UC Berkeley Extension Certificate Program site review. She noted that each of the "Advisory Recommendation to the LATC" forms in the meeting packet marked with "initial approval" should be marked with "approval," as initial approval only applies to a program applying for a first-time candidacy status.

The members discussed the UC Berkeley Extension Certificate Program response to the Visiting Team Report. Ms. Spitz was concerned that, in her experience, students graduating from extension certificate programs need to have more history, graphics, and drafting experience, and she does not want to eliminate them, as was possibly suggested in the UC Berkeley Extension Certificate Program response. Eddie Chau introduced himself as the incoming program director for the UC Berkeley Extension Certificate Program, succeeding JC Miller. He responded to Ms. Spitz by clarifying that the classes she mentioned are not being eliminated.

- **Katherine Spitz made a motion to approve the UC Berkeley Extension Certificate Program site review team recommendation, to approve the program for a period of six years, starting on January 1, 2014 and expiring on December 31, 2020.**

  Nicki Johnson seconded the motion.

  The motion carried 3-0. Stephanie Landregan recused herself.

I.4 Review and Approve UC Los Angeles Extension Certificate Program Site Review Team Recommendation

Ms. Anderson provided a brief update on the UCLA Extension Certificate Program site review. She opined that the UCLA institutional responses to the recommendations in the Visiting Team Report were very good; however, she believes that each of the extension certificate programs should have a long-term strategic plan. She said that both site review teams mentioned that the programs do not have strategic plans; however, they understand that it will take time to develop strategic plans and the site review teams would like to see progress toward this objective by the next site review. She also mentioned that the UCLA Extension Certificate Program would like to change from a four-year to a three-year program, and the site review team felt strongly that this should not happen until the program has developed a draft strategic plan, at a minimum.

- **Katherine Spitz made a motion to approve the UC Los Angeles Extension Certificate Program site review team recommendation, to approve the program for a period of six years, starting on January 1, 2014 and expiring on December 31, 2020.**

  Nicki Johnson seconded the motion.

  The motion carried 3-0. Stephanie Landregan recused herself.

Mr. Bowden returned Chair duties to Ms. Landregan.

K. Review and Possible Action on Legal Opinion Regarding Business and Professions Code Section 5641, Chapter Exceptions, Exemptions

Mr. Chang explained that on October 18, 2012, the Exceptions and Exemptions Task Force requested a legal opinion to clarify BPC section 5641. He said that, during the meeting, the Task Force discussed the term “as required by law” in the second sentence of the section, and also discussed the varying requirements of local ordinances. He explained that he thought perhaps BPC section 5641 was established to be ambiguous to allow local jurisdictions to further define the scope of practice for licensees, and conversely, restrict unlicensed persons from performing certain tasks. He said that the Task Force determined that further research be conducted and counsel write a legal opinion on the BPC section. He said that, upon further research, he had initially overlooked BPC section 5615 ("Landscape Architect" — Practice of Landscape Architecture) which clearly defines the scope of practice for landscape architecture. He stated that the practice of landscape architecture includes the design of tangible objects incidental to the practice of landscape architecture, and makes engaging in the practice a misdemeanor unless an individual is licensed. He said that the law clearly states that, with respect to tangible objects, one must be a landscape architect to design them. He concluded that the landscape architects’ law precludes unlicensed persons from designing tangible objects with respect to the design of landscape architecture projects.

Pamela Berstler said that during the October 18, 2012 Task Force meeting, the Task Force was discussing tasks that landscape designers and landscape architects perform, and categorizing them as conceptual designs, construction details, specifications, or drawings. She said that amidst this discussion, the Task Force decided to focus on the term “as required by law” in BPC section 5641, and the question of how to define conceptual drawings and specifications was still being discussed.

- **Andrew Bowden made a motion to accept Don Chang's legal opinion on BPC section 5641.**

  Katherine Spitz seconded the motion.

  The motion carried 4-0.

Ms. Landregan directed the Task Force to convene a final meeting to conclude their work on ensuring the provisions of BPC section 5641 protect the public, and bring the findings of their final meeting to the LATC at their next meeting.

L. Review Tentative Schedule and Confirm Future LATC Meeting Dates

LATC meetings tentatively scheduled:

August 20, 2013 - Sacramento
November 7, 2013 - Orange County (tentative location)

M. Adjourn

- **Stephanie Landregan adjourned the meeting.**

The meeting adjourned at 3:00 p.m.

**Agenda items were taken out of order to accommodate the flow of subject matter discussion and guest speakers. The order of business conducted herein follows the transaction of business.*

Agenda Item C

PROGRAM MANAGER'S REPORT

The Program Manager's Report provides a synopsis of current activities and is attached for the LATC's review.

ATTACHMENTS:
1. Program Manager's Report
2. University of California (UC) Berkeley Extension Certificate Program Approval Letter
3. UC Los Angeles Extension Certificate Program Approval Letter
4. CC/ASLA Bill Tracking List

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

Program Manager's Report
August 2013

ADMINISTRATIVE/MANAGEMENT

BreEZe Project

The BreEZe project's Release 1 is scheduled to occur in mid-September. Release 1 was originally scheduled for February of this year but was delayed because the February date did not allow sufficient time to produce a quality BreEZe product acceptable to the Department of Consumer Affairs (DCA). The BreEZe Project is currently in the User-Acceptance Testing (UAT) phase for the first release. UAT is a process to obtain confirmation that a system meets mutually agreed-upon requirements. DCA's Office of Information Services will continue to update LATC as BreEZe implementation moves forward. The BreEZe team is assessing the impacts the delay and new timeline will have on the Phase 2 and Phase 3 release schedules; however, the project is now estimated to be complete in 2014. LATC is part of the Phase 3 release.

BreEZe provides the DCA organizations an enterprise system that supports all applicant tracking, licensing, renewal, enforcement, monitoring, cashiering, and management capabilities. BreEZe will support the DCA's highest priority initiatives of Job Creation and Consumer Protection by replacing the DCA's aging legacy business systems with an integrated software solution that utilizes current technologies to facilitate increased efficiencies in the DCA boards' and bureaus' licensing and enforcement programs.

BreEZe will be web-enabled to allow application, renewal, and payment processing via the Internet for applicants and licensees. Furthermore, BreEZe will allow the public to file complaints and look up licensee information and complaint status through the Internet. As part of the BreEZe implementation, interfaces to electronically share data with internal and external systems will be established; existing data will be converted and migrated into BreEZe; user training will be conducted; and system documentation will be created.

Phase 1 cutover from the legacy systems (Consumer Affairs System and Applicant Tracking System) to BreEZe is tentatively scheduled for September 12, 2013 at 5:00 p.m.. The legacy systems will be offline for at least two business days in addition to the weekend, September 13-16, 2013. LATC will complete all cashiering up through September 10, 2013 in anticipation of being offline during this time. The LATC website has been updated with a reminder for early license renewal and notification of DCA's transition to BreEZe in mid-September.

An update from a member of the BreEZe team is tentatively planned for the November 7, 2013, LATC meeting.

Applicant Tracking System (ATS)/Workaround System (WAS)

Manual processes are still in place, using the temporary Workaround System until the transition to BreEZe in 2014.

Outreach

LATC will contact schools during the Fall semester to schedule outreach presentations.

Regulatory Changes

California Code of Regulations (CCR) section 2620.5, Requirements for an Approved Extension Certificate Program - The LATC established the original requirements for an approved extension certificate program based on university accreditation standards from the Landscape Architectural Accreditation Board (LAAB). These requirements are outlined in CCR section 2620.5. In 2009, LAAB implemented changes to their university accreditation standards. Prompted by the changes made by LAAB, LATC drafted updated requirements for an approved extension certificate program and recommended the Board authorize LATC to proceed with a regulatory change. The Board approved the regulatory change and adopted the regulations at the December 15-16, 2010 Board meeting. The regulatory proposal to amend CCR section 2620.5 was published at the Office of Administrative Law (OAL) on June 22, 2012.

In 2012, the LATC appointed the University of California Extension Certificate Program Task Force, which was charged with developing the procedures for the review of the extension certificate programs, and conducting reviews of the programs utilizing the new procedures. The Task Force held meetings on June 27, 2012, October 8, 2012, and November 2, 2012. As a result of these meetings, the Task Force recommended additional modifications to CCR section 2620.5 to further update the regulatory language with LAAB guidelines and LATC goals. At the November 14, 2012 LATC meeting, the LATC approved the Task Force's recommended modifications to CCR section 2620.5, with an additional edit. At the January 24-25, 2013 LATC meeting, the LATC reviewed public comments regarding the proposed changes to CCR section 2620.5 and agreed to remove several proposed modifications to the language to address the public comments. The Board approved adoption of the modified language for CCR section 2620.5 at their March 7, 2013 meeting.

Following is a chronology to date, of the processing of LATC's regulatory proposal for CCR section 2620.5:

November 22, 2010	Proposed regulatory changes approved by LATC
December 15, 2010	Final approval by the Board
June 22, 2012	Notice of Proposed Changes in the Regulations published by OAL (Notice re-published to allow time to notify interested parties)
August 6, 2012	Public hearing, no public comments received
November 30, 2012	40-Day Notice of Availability of Modified Language posted
January 9, 2013	End of public comment period
January 24, 2013	LATC approved modified language to address public comment
February 15, 2013	Final rulemaking file to DCA Legal Office
March 7, 2013	Final approval of modified language by the Board
May 31, 2013	Final rulemaking file to OAL
July 17, 2013	Decision of Disapproval of Regulatory Action issued by OAL*

** LATC has the option to resubmit the regulatory proposal for CCR section 2620.5 to OAL with any deficiencies addressed within 120 days of issuance of the disapproval decision. The LATC will discuss this regulatory proposal at its August 20, 2013 meeting and take possible action.*

LATC Website

Landscape Architect Registration Examination – The following exam administration dates were added to the website:

March 31 - April 12, 2014
August 18 - 30, 2014
December 1 - 13, 2014

FAQ Page – In March, LATC staff created a list of frequently asked questions (FAQs) received from licensees, candidates, and the public. After thorough research, answers to these questions were compiled and are currently being reviewed. Once approved, they will be added to the existing FAQs page of LATC's website.

Regulation Changes - In June, LATC updated the proposed regulations webpage and the news webpage with the Final Statement of Reasons for the regulatory package for CCR section 2620.5 (Requirements for an Approved Extension Certificate Program). In July, the proposed regulations webpage was updated with the Notice of Disapproval of Regulatory Action for CCR section 2620.5.

Strategic Plan – In July, the Strategic Plan (Fiscal Year 2014/2015) was added to the Applications, Forms, and Publications webpage.

LATC EXAMINATION PROGRAM

Landscape Architect Registration Examination (LARE)

The LARE transitioned from a five section (A-E) to a four section (1-4) exam commencing with the first administration of sections 1 and 2 on September 10 – 22, 2012. Exam sections 3 and 4 were administered on December 3 – 15, 2012. In April 2013, CLARB began administering sections 1-4 concurrently and will provide the exam three times per year over a two-week period. The first administration of all four sections was on April 8 – 20, 2013. The LARE will be administered on the following dates:

August 19 – 30, 2013
December 2 – 14, 2013
March 31 – April 12, 2014
August 18 – 30, 2014
December 1 – 13, 2014

California Supplemental Examination (CSE) and Occupational Analysis (OA)

At the November 14, 2012 LATC meeting, the Office of Professional Examination Services (OPES) provided an overview of the intra-agency contract process and occupational analysis

standard project plan. LATC approved staff to enter into an intra-agency contract (IAC) with OPES to conduct a new occupational analysis (OA).

At the January 24, 2013 LATC meeting, the Committee approved both the Intra-Agency Contract (IAC) for Exam Development and IAC for OA with OPES.

On March 20-21, 2013, the LATC and OPES held the first of the scheduled workshops for exam development. The initial workshop focused on review of the items currently in the question bank for the CSE. Workshops for this session continued through June 4, 2013 with a focus on having half of the workshop attendees of landscape architects licensed for five years or less and half licensed over five years to ensure a fair and defensible test is developed. The last workshop was held on June 3-4, 2013. A new exam will be introduced in early September.

The OA is well under way and will be an ongoing process throughout 2014. It will focus on identifying key aspects of landscape architecture and what skills entry level licensees should be able to proficiently demonstrate. Major project events completed include the review of background information, development of job content and structure, and review of tasks and knowledge areas. Next, staff will work with OPES to construct and distribute a questionnaire. In preparation of this task, staff have successfully collected 58% of valid licensee email addresses.

University of California Extension Certificate Program

At the January 2012 LATC strategic planning meeting, members were appointed to the University of California Extension Certificate Program Task Force and charged to develop procedures for reviewing the extension certificate programs and conduct the reviews of the programs utilizing the new procedures, as outlined in CCR section 2620.5 (Requirements for an Approved Extension Certificate Program). The Task Force met on June 27, 2012, October 8, 2012, and November 2, 2012. At the November 14, 2012 LATC meeting, LATC approved the following five documents developed by the Task Force for use in reviewing the extension certificate programs:

1. Review/Approval Procedures
2. Self-Evaluation Report
3. Visiting Team Guidelines
4. Annual Report Format
5. Visiting Team Report Template

Requests for program review and the new SER were sent to University of California, Berkeley (UCB) and University of California, Los Angeles (UCLA) Extension Certificate Programs on January 7, 2013. The UCB site review was conducted on April 8-10, 2013, and the UCLA on April 22-24, 2013. Each site review was conducted by a team of three members from the UC Extension Certificate Program Task Force. The Visiting Team Reports, Advisory Recommendations and program responses were reviewed at the LATC meeting on May 22, 2013. LATC approved the Extension Certificate Programs for UCB and UCLA for a period of six years, effective January 1, 2014. Approval letters were mailed to both program in July (attached).

ENFORCEMENT PROGRAM

Exempt Area of Practice

Outlined in the fiscal year 12/13 LATC strategic plan, is an objective to appoint and convene a task force to review the exempt area of practice Business and Professions Code (BPC) section 5641 (Chapter Exceptions, Exemptions). Members of various professional organizations were asked to nominate members to this task force. The Exceptions and Exemptions Task Force was assembled and comprised of members of the LATC, California Architects Board, California Council/American Society of Landscape Architecture (CC/ASLA), California Landscape Contractors Association (CLCA), Association of Professional Landscape Designers (APLD), as well as past LATC staff and Committee members.

The Exceptions and Exemptions Task Force is charged to determine how the LATC can ensure clarity regarding BPC section 5641 and to ensure that these provisions protect the public. The Task Force held its first meeting on May 24, 2012, in Sacramento. At this meeting, the Task Force reviewed BPC section 5641, and discussed the question of whether the provisions protect the health, safety, and welfare of the public. At the end of the meeting, the Task Force was asked to submit information for review and consideration at its next meeting on October 18, 2012. At the October 18, 2012, meeting, the Task Force recommended that Don Chang, DCA Legal Counsel, provide a legal opinion for BPC section 5641. The recommendation was presented to the LATC on November 14, 2012 and approved. The legal opinion was presented to the LATC at its May 22, 2013 meeting for review and possible action. The LATC accepted the legal opinion and directed the Task Force to convene a final time before the next LATC meeting and report back on their charge to ensure clarity of BPC section 5641. The Task Force met on July 23, 2013, in Sacramento, and an update will be provided later at today's meeting (Agenda Item I).

Complaint Statistics

(4th Quarter 2013 & 2012)	2013			2012		
	April	May	June	April	May	June
Complaints Opened	2	4	0	1	4	1
Complaints to Expert	0	0	2	0	0	0
Complaints to DOI	0	0	0	0	0	0
Complaints Pending DOI	0	0	0	0	0	0
Complaints Pending AG	0	0	0	0	0	0
Complaints Pending DA	0	0	0	0	0	0
Complaints Pending	29	31	30	32	30	26
Complaints Closed	1	2	1	2	6	5
Settlement Cases (§5678.5) Opened	0	0	0	0	0	0
Settlement Cases (§5678.5) Pending	6	5	5	1	1	1
Settlement Cases (§5678.5) Closed	0	0	0	2	0	1
Citations Final	0	0	0	0	0	0

ADMINISTRATIVE

Personnel

Effective May 31, 2013, John Keidel was promoted from Staff Services Analyst to Associate Government Program Analyst due to the increasing level of complexity associated with his duties.

The limited-term Staff Services Analyst position in the Exam Unit ended on July 30, 2013, and the position is currently vacant. Recruitment efforts are underway to fill the position.

Training

Staff continue to receive training. Courses completed since the LATC meeting in May include:

July 19, 2013	Using the Small Business/Disabled Veteran Business Entity Option for Purchasing IT Goods and Services *(Matt)*
July 23, 2013	Doing More with Less – Efficiency in Government Webinar *(Ken)*
August 15, 2013	Effective Business Writing *(Ken)*

Additionally, DCA Policy (EEO 09-02) and Assembly Bill 1825 require all DCA employees, including Board and committee members, to receive biennial Sexual Harassment Prevention (SHP) training. In order to track SHP training compliance, DCA has chosen 2013 as a "mandatory training year." This means that all DCA employees and committee members must complete SHP training by the end of 2013.

DEPARTMENT OF CONSUMER AFFAIRS
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
CALIFORNIA ARCHITECTS BOARD
Public Protection through Examination, Licensure, and Regulation

Governor
Edmund G. Brown Jr.

July 15, 2013

Eddie Chau, Director
University of California, Berkeley Extension Certificate Program
Landscape Architecture Program
95 Third Street
San Francisco, CA 94103

Dear Mr. Chau:

The Landscape Architects Technical Committee (LATC) reviews and approves extension certificate programs that meet specific standards pursuant to Title 16, California Code of Regulations (CCR) section 2620.5 (Requirements for an Approved Extension Certificate Program). LATC has completed its review of the University of California, Berkeley Extension Certificate Program in Landscape Architecture, and finds the program to be in compliance with CCR section 2620.5. At its meeting on May 22, 2013, the LATC approved the program for a period of six years, effective January 1, 2014. (The current approval expires on December 31, 2013.)

Additionally, please be aware that an amendment to CCR section 2620.5 is currently pending adoption. One of the new changes proposed in CCR section 2620.5 is the requirement of an annual report to allow LATC to monitor the program's continuing compliance with approval requirements. Further information for the amended language and annual report will be provided to your program when they are available.

On behalf of the LATC, thank you for your enthusiasm and dedication to the profession of landscape architecture.

Sincerely,

Trish Rodriguez

TRISH RODRIGUEZ
Program Manager

2420 Del Paso Road, Suite 105 • Sacramento, CA 95834 • P (916) 575-7230 • F (916) 575-7285
latc@dca.ca.gov • www.latc.ca.gov

DEPARTMENT OF CONSUMER AFFAIRS
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
CALIFORNIA ARCHITECTS BOARD
Public Protection through Examination, Licensure, and Regulation

Governor
Edmund G. Brown Jr.

July 5, 2013

Stephanie Landregan, Director
University of California, Los Angeles Extension Certificate Program
Landscape Architecture Program
10995 Le Conte Avenue #414
Los Angeles, CA 90024

Dear Ms. Landregan:

The Landscape Architects Technical Committee (LATC) reviews and approves extension certificate programs that meet specific standards pursuant to Title 16, California Code of Regulations (CCR) section 2620.5 (Requirements for an Approved Extension Certificate Program). LATC has completed its review of the University of California, Los Angeles (UCLA) Extension Certificate Program in Landscape Architecture, and finds the program to be in compliance with CCR section 2620.5. At its meeting on May 22, 2013, the LATC approved the program for a period of six years, effective January 1, 2014. (The current approval expires on December 31, 2013.)

Additionally, please be aware that an amendment to CCR section 2620.5 is currently pending adoption. One of the new changes proposed in CCR section 2620.5 is the requirement of an annual report to allow LATC to monitor the program's continuing compliance with approval requirements. Further information for the amended language and annual report will be provided to your program when they are available.

On behalf of the LATC, thank you for your enthusiasm and dedication to the profession of landscape architecture.

Sincerely,

Trish Rodriguez

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Program Manager

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CC/ASLA

AB 295 **(Committee on Water, Parks and Wildlife) Water: water supply: infrastructure.**

Current Text: Amended: 5/6/2013 pdf html

Status: 5/24/2013-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. on 5/7/2013)

Is Urgency: N

Location: 5/24/2013-A. 2 YEAR

Summary: Existing law requires the Department of Water Resources to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, known as the California Water Plan. This bill would establish findings and declarations stating that the November 2014 ballot currently includes a bond measure for $11.14 billion to fund projects related to water, that many Californians lack access to clean, safe, and affordable drinking water, and that it is in the general public interest to pass a general obligation bond to help fund projects that address the critical and immediate needs of disadvantaged, rural, or small communities and projects that leverage state and federal drinking water quality and wastewater treatment funds. The bill would also require the State Water Resources Control Board and the Drinking Water and Environmental Management Division of the State Department of Public Health to initiate and complete a comprehensive study relating to the need for state funding for water projects and, on or before July 1, 2014, to provide a report to the Legislature summarizing those findings.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 416 **(Gordon D) State Air Resources Board: Local Emission Reduction Program.**

Current Text: Amended: 4/4/2013 pdf html

Status: 5/24/2013-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/1/2013)

Is Urgency: N

Location: 5/24/2013-A. 2 YEAR

Summary: Existing law designates the State Air Resources Board as the state agency with the primary responsibility for the control of vehicular air pollution and air pollution control districts and air quality management districts with the primary responsibility for the control of air pollution from all sources other than vehicular sources. This bill would create the Local Emission Reduction Program and would require money to be available from the General Fund, upon appropriation by the Legislature, for purposes of providing grants and other financial assistance to develop and implement greenhouse gas emissions reduction projects in the state. The bill would require the state board, in coordination with the Strategic Growth Council, to administer the program, as specified. The bill would require the implementation of the program to be contingent on the appropriation of moneys by the Legislature, as specified.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 630 **(Holden D) Architects.**

Current Text: Amended: 6/3/2013 pdf html

Status: 6/19/2013-Read second time. Ordered to third reading.

Is Urgency: N

Location: 6/19/2013-S. THIRD READING

Summary:

Existing law establishes the California Architects Board within the Department of Consumer Affairs for the purpose of regulating the practice of architecture in this state. Existing law defines what constitutes an architect's professional services.

This bill would provide that no person may use an architect's instruments of service, as specified, without written consent, contract, or agreement specifically authorizing that use. The bill would provide that this act is a clarification of existing law and does not take away any right otherwise granted by law.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 738 **(Harkey R) Public entity liability: bicycles.**

Current Text: Introduced: 2/21/2013 pdf html

Status: 5/10/2013-Failed Deadline pursuant to Rule 61(a)(3). (Last location was JUD. on 3/7/2013)

Is Urgency: N

Location: 5/10/2013-A. 2 YEAR

Summary: Existing law specifies that a public entity or a public employee shall not be liable for an injury caused by the plan or design of a construction of, or an improvement to, public property in specified cases. Existing law allows public entities to establish bicycle lanes on public roads. This bill would provide that a public entity or an employee of a public entity acting within his or her official capacity is not be liable for an injury caused to a person riding a bicycle while traveling on a roadway, if the public entity has provided a bike lane on that roadway.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 793 **(Gray D) Renewable energy: publicly owned electric utility: hydroelectric generation facility.**

Current Text: Amended: 7/9/2013 pdf html

Status: 7/9/2013-Read second time and amended. Re-referred to Com. on APPR.

Is Urgency: N

Location: 7/9/2013-S. APPR.

Calendar: 8/12/2013 10 a.m. - John L. Burton Hearing Room
(4203) SENATE APPROPRIATIONS, DE LEÃ³N, Chair

Summary: The California Renewables Portfolio Standard Program, referred to as the RPS program, requires a retail seller of electricity, as defined, and local publicly owned electric utilities to purchase specified minimum quantities of electricity products from eligible renewable energy resources, as defined, for specified compliance periods, sufficient to ensure that the procurement of electricity products from eligible renewable energy resources achieves 20% of retail sales for the period from January 1, 2011, to December 31, 2013, inclusive, 25% of retail sales by December 31, 2016, and 33% of retail sales by December 31, 2020, and in all subsequent years. The RPS program, consistent with the goals of procuring the least-cost and best-fit eligible renewable energy resources that meet project viability principles, requires that all retail sellers procure a balanced portfolio of electricity products from eligible renewable energy resources, as specified, referred to as portfolio content requirements. This bill would provide that a local publicly owned electric utility is not required to procure additional eligible renewable energy resources in excess of specified levels, if it receives 50% or greater of its annual retail sales from its own hydrodelectric generation meeting specified requirements.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 803 **(Gomez D) Water Recycling Act of 2013.**

Current Text: Amended: 6/25/2013 pdf html

Status: 7/11/2013-From committee: Do pass as amended and re-refer to Com. on APPR. with recommendation: to consent calendar. (Ayes 9. Noes 0.) (July 3).

Is Urgency: N

Location: 7/11/2013-S. APPR.

Calendar: 8/12/2013 10 a.m. - John L. Burton Hearing Room
(4203) SENATE APPROPRIATIONS, DE LEÃ³N, Chair

Summary: Existing law requires the State Department of Public Health to establish uniform statewide recycling criteria for each varying type of use of recycled water where the use involves the protection of public health. Existing regulations prescribe various requirements and prohibitions relating to recycled water. Existing law requires any person who, without regard to intent or negligence, causes or permits any sewage or other waste, or the effluent of treated sewage or other waste, to be discharged in or on any waters of the state, or where it probably will be discharged in or on any waters of the state, to immediately notify the local health officer of the director of environmental health of the discharge, as prescribed. This bill, the Water Recycling Act of 2013, would provide that this notification requirement does not apply to an unauthorized discharge of effluent of treated sewage defined as recycled water, as defined. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group

CC/ASLA	WATCH

AB 1063 **(Eggman D) Surveyors and engineers.**

Current Text: Amended: 5/6/2013 pdf html

Status: 5/24/2013-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/16/2013)

Is Urgency: N

Location: 5/24/2013-A. 2 YEAR

Summary: Existing law provides for the licensing and regulation of professional engineers and land surveyors by the Board of Professional Engineers and Land Surveyors in the Department of Consumer Affairs. Existing law prohibits a person from representing himself or herself as an engineer or surveyor, as described by various titles, unless the person is licensed as an engineer or surveyor, as specified. Other existing law makes a violation of those prohibitions a misdemeanor. This bill would additionally prohibit a person from using the title "city engineer," "county engineer," "city surveyor," or "county surveyor," unless the person is licensed as an engineer or surveyor, respectively, as specified. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 1078 **(Quirk D) Water: water recycling technology.**

Current Text: Introduced: 2/22/2013 pdf html

Status: 5/10/2013-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/22/2013)

Is Urgency: N

Location: 5/10/2013-A. 2 YEAR

Summary: Existing law provides that the Department of Water Resources operates the State Water Project and exercises specified water planning functions. Existing law also requires the department to update The California Water Plan, which is a plan for the conservation, development, and use of the water resources of the state. Under existing law, various provisions regulate water recycling. This bill would state the intent of the Legislature to enact legislation to encourage the creation of new technologies to further the use of recycled water in the state.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 1193 **(Ting D) Bikeways.**

Current Text: Amended: 4/25/2013 pdf html

Status: 5/3/2013-Failed Deadline pursuant to Rule 61(a)(2). (Last location was L. GOV. on 4/29/2013)

Is Urgency: N

Location: 5/3/2013-A. 2 YEAR

Summary: Existing law requires the Department of Transportation, in cooperation with county and city governments, to establish minimum safety design criteria for the planning and construction of bikeways, and requires the department to establish uniform specifications and symbols regarding bicycle travel and bicycle traffic related matters. Existing law requires all city, county, regional, and other local agencies responsible for the development or operation of bikeways or roadways where bicycle travel is permitted to utilize all minimum safety design criteria and uniform specifications and symbols for signs, markers, and traffic control devices established pursuant to that law. This bill would prohibit the department from denying funding to a project because it is excepted pursuant to these procedures. This bill contains other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	SUPPORT				

AB 1251 **(Gorell R) Water quality: stormwater.**

Current Text: Amended: 4/10/2013 pdf html

Status: 5/24/2013-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/16/2013)

Is Urgency: N

Location: 5/24/2013-A. 2 YEAR

Summary: Under existing law, the State Water Resources Control Board and the California regional water quality control boards prescribe waste discharge requirements for the discharge of stormwater in accordance with the national pollutant discharge elimination system permit program established by the federal Clean Water Act and the Porter-Cologne Water Quality Control Act. This bill would require the Secretary for Environmental Protection to convene a stormwater task force to review, plan, and coordinate stormwater-related activity to maximize regulatory effectiveness in reducing water pollution. The bill would require the task force to meet on a quarterly basis. This bill contains other related provisions.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 42 **(Wolk D) The California Clean, Secure Water Supply and Delta Recovery Act of 2014.**

Current Text: Introduced: 12/11/2012 pdf html

Status: 1/10/2013-Referred to Com. on N.R. & W.

Is Urgency: N

Location: 1/10/2013-S. N.R. & W.

Summary: Existing law creates the Safe, Clean, and Reliable Drinking Water Supply Act of 2012, which, if approved by the voters, would authorize the issuance of bonds in the amount of $11,140,000,000 pursuant to the State General Obligation Bond Law to finance a safe drinking water and water supply reliability program. Existing law provides for the submission of the bond act to the voters at the November 4, 2014, statewide general election. This bill would repeal these

provisions. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 726 **(Lara D) California Global Warming Solutions Act of 2006: Western Climate Initiative, Incorporated.**

Current Text: Amended: 6/24/2013 pdf html

Status: 7/2/2013-From committee: Do pass and re-refer to Com. on JUD. (Ayes 9. Noes 0.) (July 1). Re-referred to Com. on JUD.

Is Urgency: N

Location: 7/2/2013-A. JUD.

Calendar: 8/13/2013 9 a.m. - State Capitol, Room 4202 ASSEMBLY JUDICIARY, WIECKOWSKI, Chair

Summary: The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The state board is required to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions level in 1990 to be achieved by 2020, and to adopt rules and regulations in an open public process to achieve the maximum, technologically feasible, and cost-effective greenhouse gas emissions reductions. Existing law also imposes conditions on the Western Climate Initiative, Incorporated, a nongovernmental entity created to assist the state board in the implementation of the act. Existing law specifies who may serve as part of the California membership of the board of directors of the Western Climate Initiative, Incorporated. This bill, commencing January 1, 2014, would require the state board to include information on all proposed expenditures and allocations of moneys to the Western Climate Initiative, Incorporated, in the Governor's Budget. The bill would require the Western Climate Initiative, Incorporated, to annually submit a specified report to the Governor and the Legislature. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 731 **(Steinberg D) Environment: California Environmental Quality Act and sustainable communities strategy.**

Current Text: Amended: 5/24/2013 pdf html

Status: 7/1/2013-Do pass as amended and be re-referred to the Committee on Local Government.

Is Urgency: N

Location: 7/2/2013-A. L. GOV.

Summary: The California Environmental Quality Act, or CEQA, requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report, or EIR, on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also requires a lead agency to prepare a mitigated negative declaration for a project

that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA requires the Office of Planning and Research to develop and prepare, and the Secretary of the Natural Resources Agency to certify and adopt, guidelines for the implementation of CEQA by public agencies. CEQA establishes a procedure for the preparation and certification of the record of proceedings upon the filing of an action or proceeding challenging a lead agency's action on the grounds of noncompliance with CEQA. CEQA establishes time periods within which a person is required to bring a judicial action or proceeding to challenge a public agency's action taken pursuant to CEQA. This bill would provide that aesthetic impacts of a residential, mixed-use residential, or employment center project, as defined, within a transit priority area, as defined, shall not be considered significant impacts on the environment. The bill would require the office to prepare and propose, and the Secretary of the Natural Resources Agency to certify and adopt, revisions to the guidelines for the implementation of CEQA establishing thresholds of significance for noise, and for the transportation and parking impacts of residential, mixed-use residential, or employment center projects within transit priority areas. The bill would require the lead agency, in making specified findings, to make those findings available to the public at least 15 days prior to the approval of the proposed project and to provide specified notice of the availability of the findings for public review. Because the bill would require the lead agency to make the draft finding available for public review and to provide specified notices to the public, this bill would impose a state-mandated local program. The bill would require the lead agency, at the request of a project applicant for specified projects, to, among other things, prepare a record of proceedings concurrently with the preparation of negative declarations, mitigated negative declarations, EIRs, or other environmental documents for specified projects. Because the bill would require a lead agency to prepare the record of proceedings as provided, this bill would impose a state-mandated local program. The bill would authorize the tolling of the time period in which a person is required to bring a judicial action or proceeding challenging a public agency's action taken pursuant to CEQA through a tolling agreement that does not exceed 4 years. The bill would authorize the extension of the tolling agreement. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 750 **(Wolk D) Building standards: water meters: multiunit structures.**

Current Text: Amended: 5/24/2013 pdf html

Status: 7/3/2013-Do pass as amended and be re-referred to the Committee on Water, Parks and Wildlife.

Is Urgency: N

Location: 7/3/2013-A. W.,P. & W.

Calendar: 8/13/2013 9 a.m. - State Capitol, Room 437 ASSEMBLY WATER, PARKS AND WILDLIFE, RENDON, Chair

Summary: The Water Measurement Law requires every water purveyor to require, as a condition of new water service on and after January 1, 1992, the installation of

a water meter to measure water service. That law also requires urban water suppliers to install water meters on specified service connections, and to charge water users based on the actual volume of deliveries as measured by those water meters in accordance with a certain timetable. This bill would require a water purveyor that provides water service to a newly constructed multiunit residential structure or newly constructed mixed-use residential and commercial structure that submits an application for a water connection after January 1, 2014, to require the installation of either a water meter, as defined, or a submeter, as defined, to measure water supplied to each individual dwelling unit. The bill would require the owner of the structure to ensure that a water submeter installed for these purposes complies with laws and regulations governing installation, approval of meter type, maintenance, reading, billing, and testing of water submeters, including, but not limited to, the California Plumbing Code. The bill would exempt certain buildings from these requirements. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 783 **(De LeÃ³n D) The California Clean Water, Safe Urban Parks, and Environmental Health Investment Act of 2014.**

Current Text: Introduced: 2/22/2013 pdf html

Status: 5/10/2013-Failed Deadline pursuant to Rule 61(a)(3). (Last location was RLS. on 3/11/2013)

Is Urgency: N

Location: 5/10/2013-S. 2 YEAR

Summary: Existing law enacts various programs pertaining to clean water and the establishment of public parks. This bill would make specific findings and declarations and would declare the intent of the Legislature to enact legislation that would improve the economy, the natural environment, and increase and improve access opportunities to physical fitness, by enacting the California Clean Water, Safe Urban Parks, and Environmental Health Investment Act of 2014.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

Total Measures: 15

Total Tracking Forms: 15

Agenda Item D

UPDATE ON OCCUPATIONAL ANALYSIS FROM OFFICE OF PROFESSIONAL EXAMINATION SERVICES

At the January 24, 2013 Landscape Architects Technical Committee (LATC) meeting, LATC approved an intra-agency contract with the Office of Professional Examination Services (OPES) to conduct an occupational analysis (OA).

At the January 25, 2013 LATC Strategic Planning session, LATC discussed various knowledge areas that may not be addressed currently on the Landscape Architect Registration Examination (LARE) or the California Supplemental Examination. Specifically, some areas of concern mentioned by the LATC were irrigation planning, knowledge of plant materials, drought tolerance, storm water mitigation, basic knowledge of horticulture, and plant cultivation requirements.

On May 30-31, 2013, the LATC along with OPES conducted an initial focus group to establish the framework for the OA. The topics provided by the Committee were discussed in depth with licensees and educators and were used as the basis for identifying the anticipated changes and trends for landscape architect practice over the next five years. In addition, discussions were held regarding how these changes might affect practice as well as the knowledge and skills required of practitioners to meet these possible changes. OPES formulated general question areas based on the results of these discussions and used them to conduct telephone interviews of licensees throughout the state.

OPES staff will provide an update on the OA and give the LATC an opportunity to provide additional input on the next phase of the OA.

ATTACHMENTS:
1. 2013 OA Input
2. OA Schedule of Events
3. CLARB LARE Examination Specifications

Landscape Architects Technical Committee
2013 Occupational Analysis Input

The following questions are provided to stimulate thought and discussion in areas where input from the Landscape Architects Technical Committee (LATC) may contribute to the development of a new occupational analysis (OA). Input and suggestions will serve as starting points for the initial focus group of licensees who will in turn define the primary areas of interest to be explored during the interviews of licensees.

Comments received will be revisited during workshops where the OA Tasks and Knowledge statements are developed. Comments will also be considered when the demographic items used in the questionnaire are defined.

Questions

1. In what areas of practice have you recently seen or do you anticipate changes in law?

2. In what areas of practice have you recently seen or do you anticipate changes in practice?

3. What would you describe as the emerging trends in the practice of landscape architecture?

4. Given that the results of this OA will affect landscape architects over the next five to seven years, what additional considerations merit attention as the occupational analysis is conducted?

5. In what areas does the practice of landscape architecture in California differ from other States?

6. What practice areas merit special consideration for exploration during the initial interviews of licensees?

7. In what ways do knowledge areas of the practice of landscape architecture change/evolve from entry-level (0-5 years post licensure) to that of more experienced licensees (6-10 years post licensure?

Attachment D.2

Landscape Architects Technical Committee (LATC)
Occupational Analysis (OA) – Schedule of Events

MAJOR PROJECT EVENTS	TARGET DATE	RESPONSIBILITY
1. Review Background Information		OPES
> Review past OAs		OPES
> Review changes in Law & Practice		OPES/LATC
> Identify emerging trends & considerations		OPES/LATC
> Communicate upcoming OA to licensees		LATC
> Collect licensee email addresses		LATC
2. Develop Job Content and Structure		
> Recruit Subject-Matter Experts (SMEs) for 2-day CA Practice Focus Group		LATC
> Provide list of SMEs to OPES		LATC
> Conduct CA Practice Focus Group	May 30-31, 2013	OPES
> Transcribe and analyze Focus Group results		OPES
> Recruit SMEs for interviews		LATC
> Provide list of SMEs to OPES		LATC
> Schedule and conduct interviews	June 10-14, 2013	OPES
> Transcribe interview information		OPES
> Develop preliminary list of tasks and knowledge	June 10-28, 2013	OPES
3. Review Tasks and Knowledge		
> Recruit SMEs for **first 2-day** workshop		LATC
> Provide list of SMEs to OPES		LATC
> Conduct first workshop with SMEs	July 11-12, 2013	OPES/LATC/SMEs
> Transcribe workshop results		OPES
> LATC review of Preliminary results		OPES/LATC
> Revise tasks and knowledge		OPES
> Recruit SMEs for **second 2-day** workshop		LATC
> Provide list of SMEs to OPES		LATC
> Conduct second workshop with SMEs	Aug. 1-2, 2013	OPES/LATC/SMEs
> Revise tasks and knowledge		LATC
4. Construct and Distribute Pilot Questionnaire		
> Develop demographic items and rating scales		OPES/LATC
> LATC review of OA pilot survey	Mid-Sept. 2013	OPES/LATC
> Prepare Web-based questionnaire for pilot study		OPES
> Prepare text of letters for pilot study and final distribution (presurvey, survey, post survey) of questionnaire		LATC
> Prepare announcement of OA survey		LATC
> Email questionnaire for pilot study to selected participants	Mid-Oct. 2013	OPES/LATC
> Download pilot questionnaire data files for analysis		OPES

5. Construct and Distribute Final Questionnaire		
> Prepare draft of final questionnaire		OPES
> Determine sampling plan		OPES
> Provide master file for mailing labels		OPES
> Prepare final Web-based questionnaire		OPES
> Assemble and mail questionnaire invitations to selected participants	Late Oct. early Nov. 2013	LATC
> Duplicate and distribute post survey letter two weeks after distribution of survey questionnaire (OPTIONAL)		LATC
6. Data Analysis		
> Download final questionnaire data files	Dec. 2013	OPES
> Convert and merge data files for analysis		OPES
> Analyze demographics, task and knowledge ratings		OPES
> Develop preliminary description of practice		OPES
7. Review Results of Occupational Analysis		
> Recruit SMEs for two 2-day workshops		LATC
> Provide list of SMEs to OPES		LATC
> Conduct **third 2-day** workshop with SMEs	Late Jan. 2014	OPES/LATC/SMEs
> Conduct **fourth 2-day** workshop with SMEs	Early Feb. 2014	OPES/LATC/SMEs
> Develop description of practice		OPES
8. Prepare Validation Report		
> Prepare draft of validation report		OPES
> Review report and provide comments		**LATC STAFF**
> Prepare, print and submit final validation report		OPES
> Develop preliminary description of practice		OPES

Note: A formal presentation of the results of the OA can be prepared and scheduled for the LATC members. This typically occurs coincident with the release of the Occupational Analysis Report.

The Landscape Architect Registration Examination (L.A.R.E.)

Examination Specifications

Understanding the examination specifications:

The L.A.R.E. Examination Specifications are based on a job analysis conducted by CLARB in 2010-2011. Over 1,600 landscape architects across the United States and Canada were involved in updating the job analysis for landscape architects. The job analysis included five focus groups and one large-scale validation survey. Survey respondents were asked to rate all job tasks on three separate scales: how frequently the tasks were performed, how important the tasks were to successful performance of the job, and whether or not successful performance of each task was required at initial licensure. Overall, the tasks, and subsequent knowledge, that are performed most often, are considered the most important, and are required at the initial point of licensure, form the basis for the L.A.R.E.

The first three exams (Sections 1, 2, and 3) are further broken down into two subdomains. The last exam (Section 4) contains one overall domain. Below each domain or subdomain is a list of all of the tasks that will be assessed on the exam along with all of the knowledge areas that may be assessed on the exam.

Section 1 Exam – Project and Construction Management (100 items, 3 hours seat time, 2 ½ hours exam time)

<u>Project Management (62%)</u>

- Determine Project Scope and Client Requirements
- Establish and Monitor Project Budgets (or Statement of Probable Cost)
- Establish Scope of Services and Required Outside Expertise
- Develop Program
- Prepare and Review Contractual Agreements
- Coordinate Topographical Survey and Develop Project Base Map
- Establish Project Schedule
- Facilitate Meetings (e.g. staff, government regulators, consultants, clients)
- Coordinate Other Discipline's Documents
- Document Design Decisions and Project Communication
- Prepare Technical Memorandum and Graphics
- Obtain Input from Stakeholders Regarding Project
- Coordinate Construction Documents (internally, with clients, and with other consultants)

Bidding and Construction (38%)

- Respond to Bidder Requests for Information
- Issue Addenda to Construction Documents
- Participate in Construction Meetings
- Respond to Contractor Requests for Information
- Review and Respond to Submittals
- Review and Respond to Shop Drawings
- Prepare Change Orders
- Conduct Construction Site Review and Documentation
- Perform Substantial Completion Inspection
- Perform Final Inspection

Section 2 Exam – Inventory and Analysis (80 items, 2 ½ hours seat time, 2 hours exam time)

Site Inventory (22%)

- Determine Applicable Codes, Regulations, and Permitting Requirements
- Conduct Onsite Investigation
- Collect and Record Site Inventory
- Identify Gaps and Deficiencies

Analysis of Existing Conditions (78%)

- Analyze Codes and Regulations for Design Impact
- Perform Site Use Analysis
- Perform Circulation Analysis
- Interpret Utility Analysis
- Perform View Analysis
- Perform Microclimate Analysis
- Interpret Floodplain Conditions
- Perform Vegetation Analysis
- Perform Solar Analysis
- Interpret Ecological Analysis (e.g. habitat, biodiversity)
- Perform a Slope Analysis
- Interpret Soil Analysis
- Interpret Geotechnical Analysis
- Perform Small-Scale Surface Hydrological Analysis
- Interpret Stakeholder Input
- Analyze On and Offsite Relationships

Section 3 Exam – Design (100 items; 4 hours seat time, 3 ½ hours exam time)

Concept Development (58%)

- Synthesize Site Opportunities and Constraints
- Refine Program
- Create Design Alternatives
- Analyze Design Alternatives
- Develop Concept Narrative
- Refine Conceptual Design(s)
- Prepare Conceptual Renderings*

**The intent is to address candidates' understanding of types and uses of rendering techniques. We do not expect candidates to actually "draw".*

Design Development (42%)

- Develop Master Plan Documents (e.g. land-use, circulation, phasing plan, and guidelines)
- Perform Earthwork Analysis
- Refine the Preferred Design Alternative
- Develop Preliminary Site Plans, Sections, and Details
- Prepare Illustrative Graphics (e.g. perspectives, elevations, plans, sections)
- Investigate, Verify Availability, and Select Design Materials and Components

Section 4 Exam – Grading, Drainage and Construction Documentation (120 items; 4 ½ hours seat time, 4 hours exam time)

Section 4 Exam (100%)

- Prepare Existing Conditions Plan
- Prepare Demolition and Removal Plan
- Prepare Site Protection and Preservation Plans (e.g. soil, existing features, existing pavements, historic elements, vegetation)
- Prepare Erosion and Sediment-Control Plan
- Prepare Layout and Materials Plan
- Prepare Grading Plan
- Prepare Stormwater Management Plan
- Prepare Planting Plans
- Prepare Project Sections and Profiles
- Prepare Construction Details
- Prepare General Contract and Bidding Specifications
- Prepare Technical Specifications

Agenda Item E

REPORT ON COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS (CLARB)

CLARB's Annual Meeting will be held September 26-28, 2013 in Minneapolis. Elections will be held for the Board of Directors and Committee on Nominations. The ballot for the final slate of candidates for the Committee on Nominations election was due to CLARB on August 14, 2013. Three positions are up for election and each has a two year term. The Committee on Nominations is responsible for creating and maintaining a complete list of all eligible candidates for office, identifying qualified nominees for elected office and identifying and proposing enhancements to the nominating and election processes. Since ballots were due prior to the LATC meeting, LATC Chair Stephanie Landregan, and LATC member David Taylor selected Andrew Bowden, Le'Ann Whitehouse Seely and, Chuck Smith for the Committee on Nominations. LATC's ballot was submitted on July 24, 2013.

Sections 1, 2, 3 and 4 of the Landscape Architect Registration Examination (LARE) were administered in April 2013. LATC continues to track the pass rates for the LARE. Pass rates for the April 2012 administration of LARE are attached. The next administration of the LARE will be August 19-30, 2013.

At this meeting, the LATC is asked to: 1) review the CLARB Annual Meeting Agenda, Policies, and Procedures; 2) review and discuss the CLARB Nominating Committee members selection; and 3) review and approve the recommended position on the resolutions and candidate ballot.

ATTACHMENTS:
1. CLARB Elections Notice
2. Completed Committee on Nominations Election Ballot
3. CLARB Committee on Nominations Candidate Bios
4. CLARB Key Duties and Objectives of Elected Positions
5. CLARB Board of Directors Candidate Bios
6. CLARB 2013 Annual Meeting Preliminary and Detailed Agendas
7. CLARB Proposed Bylaws 2013
8. CLARB July 2013 Member Board E-News
9. LARE California and National Pass Rates

CLARB COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

CLARB Elections

Committee on Nominations Election
Ballots due by Wednesday, August 14.

A final slate of candidates is now available for the Committee on Nominations election. Three positions are up for election and each has a two year term (October 1, 2013 through September 30, 2015).

Each Member Board may cast one ballot in the Committee on Nominations election. There are four candidates and Boards may vote for three of the candidates. **Ballots must be received by Wednesday, August 14** by Veronica Meadows at CLARB (via mail or email) in order to be counted for this election.

Follow these links to download/view candidate bios and the ballot.

- Andrew Bowden
- Dean Pearson
- Le' Ann Whitehouse Seely
- Chuck Smith
- Committee on Nominations Ballot

The Committee on Nominations is responsible for:

- Creating and maintaining a complete list of all eligible candidates for office.
- Identifying qualified nominees for elected office.
- Identifying and proposing enhancements to the nominating and election processes.

If you have questions about this election, please contact Veronica Meadows via email or phone (571-432-0332).

CLARB Board of Directors Election
The final slate of officers (including any nominations from the floor) will be distributed to the CLARB membership no later than 30 days prior to the 2013 CLARB Annual Meeting. At that time, a ballot will be distributed to all Member Boards along with voting instructions and a credentials letter.

The initial slate of candidates:

- Stephanie Landregan (President)
- Jerany Jackson (President-Elect)
- Randy Weatherly (Vice President)
- Christine Anderson (Treasurer)
- John Tarkany (Treasurer)

The Treasurer will serve a two year term (October 1, 2013 - September 30, 2015) while the other positions will each serve a one year term (October 1, 2013 - September 30, 2014). Click here to learn more about the available positions.

Note: Members of Regions I, III and V will vote at their Regional Meetings at the Annual Meeting in Minneapolis for Regional Directors and Alternate Regional Directors. These positions will also serve a two year term (October 1, 2013 - September 30, 2015).

If you have questions about this election, please contact Veronica Meadows via email or phone (571-432-0332).

Important Election Dates

July 29 -- Initial slate of candidates for the Board of Directors election announced

August 13 -- Last day to submit nominations from the floor for the Board of Directors election

August 14 -- Ballots for the Committee on Nominations election due

August 28 -- Final slate of candidates for the Board of Directors election announced

September 18 -- Deadline for ballots and credentials letters to be received in the CLARB office via mail and email

September 27 at Noon -- Deadline to submit ballots and credentials letters at the Annual Meeting

CLARB Committee on Nominations Election

Ballot

MEMBER BOARD: Landscape Architects Technical Committee

COMPLETED BY: Trish Rodriguez

(This ballot may be completed by the Member Board Executive or a Board Member.)

There are three positions up for election. There are four candidates. Each Member Board may vote for as many as three (3) candidates in this election. Please check the appropriate boxes.

Andrew Bowden	☒	Le'Ann Whitehouse Seely	☒
Dean Pearson	☐	Chuck Smith	☒

Ballots must be received by Veronica Meadows at CLARB by Wednesday, August 14, 2013 (via mail or email) in order to be counted for this election.

CLARB
1840 Michael Faraday Drive
Suite 200
Reston, Virginia 20190
571-432-0332
vmeadows@clarb.org

COMMITTEE ON NOMINATIONS
Andrew Bowden

GENERAL INFORMATION

Name:	Andrew Bowden
Home Address:	1750 E. Deere Avenue, Santa Ana, CA 92705
Firm Name:	Land Concern, LTD
Firm Address:	1750 E. Deere Avenue, Santa Ana, CA 92705
Position in Firm:	Principal
Education:	BSLA from California Polytechnic University, Pomona - 1977 AS in Nursery and Landscape Technology – San Diego Mesa College - 1974
Licenses:	California and Colorado

STATE/PROVINCIAL BOARD SERVICE

Landscape Architect Technical Committee

- Dates Appointed to Board: 1st Term– 12-19-07 thru 6-1-11, 2ndTerm- 5-24-12 thru 6-1-15
- Appointed by: 1st Term – Governor Arnold Schwarzenegger, 2nd Term – Governor Jerry Brown
- Board Service: I have served as the Vice Chair and the Chair in my 1st term and am currently the Vice Chair in my 2nd term.

CLARB SERVICE

I have been a representative of Region V during both terms and have attended two Annual Meetings (San Diego and Seattle)

OTHER SERVICE/AWARDS

- I have served as the President of the Southern California Chapter of ASLA (2008) and am currently serving in my 2nd term as the Chapter Trustee.
- I was named a Life Member of the California Landscape Architectural Student Scholarship Fund (2009).
- I served as the President of the California Council of the ASLA (2006).
- I served as the Chairman of the Board of Directors of the California Landscape Architectural Student Scholarship Fund (2002).

COMMITTEE ON NOMINATIONS

Andrew Bowden

In what ways will your knowledge and experience with CLARB and other organizations, as well as your abilities and attributes, be an asset to the Committee on Nominations?

I have had an opportunity to be involved with many groups and organizations and have served on the executive committees / board of directors for many of them. This has provided me with a lot of experience in dealing with a lot of various management styles and unique personalities of individuals that I've had the pleasure of working with. I have been on nomination committees in the past (the 55+ Housing Council of the Southern California Building Industry for which I served as President for 2 years and was in charge of nominations), and have experience in assisting in identifying and recruiting individuals who might be best suited for various board / committee positions.

I believe that my years of experience in working with many varied groups and organizations may be helpful to CLARB.

COMMITTEE ON NOMINATIONS

Dean Pearson

GENERAL INFORMATION

Name:	Dean Pearson
Home Address:	10714 W. Quarles Ave., Littleton, CO, 80127
Firm Name:	Architerra Group, Inc.
Firm Address:	5881 S. Deframe Street, Littleton, CO, 80127
Position in Firm:	President
Education:	Bachelor of Science, Landscape Architecture, Cornell University, 1986
Licenses:	Colorado, Georgia, Massachusetts
CLARB Council Record:	Yes
CLARB Certified:	Yes

STATE/PROVINCIAL BOARD SERVICE

- Dates Appointed to Board: July 1, 2011
- Appointed by: Governor John W. Hickenlooper
- Board Service: Currently Vice Chair of the Licensure Application Review Committee, Chair, 2007-2009

CLARB SERVICE

- Section E Grader, 1998-2012
- Section E Exam Writing Committee, 2000-2011, Chair, 2007-2011
- Prototype Design Task Force, 2011-2012
- Section 4 Exam Writing Committee, Chair, 2012-2013

OTHER SERVICE/AWARDS

- ASLA Council of Fellows, 2012
- Colorado Licensure Committee, 1993-2007
- Colorado Licensure Rulemaking Committee, 2008
- ASLA Public Practice Advisory Committee, 2002-2006
- ASLA Colorado Executive Committee, 1996-2001, President, 1999-2000
- ASLA President's Cup Award, Outstanding Chapter Program, 2000
- Columbine Memorial Design Committee, Chair, 1999-2007
- Speaker, ASLA Annual Mtg, ProGreen Expo, misc. middle/high school, university career days, etc.
- Foothills Foundation Board of Directors, 2000-2009

COMMITTEE ON NOMINATIONS

Dean Pearson

In what ways will your knowledge and experience with CLARB and other organizations, as well as your abilities and attributes, be an asset to the Committee on Nominations?

As a passionate advocate for the profession of landscape architecture, I have spent the majority of my 27 year career volunteering in various capacities; through involvement at the local and national levels. I have always strongly supported licensure of the profession and was actively involved in several efforts to enact a licensure law in Colorado. We were finally successful in 2008! I saw this as just the beginning and continue to strongly advocate for licensure and the profession.

Knowledge and Experience

My involvement with CLARB and other professional organizations over the last 15 years has been in both leadership and supporting roles. This experience has given me:

- Knowledge of how CLARB functions as an organization
- Skills to work collaboratively with a group of people to achieve a common goal
- Understanding of the dynamics associated with a national committee that communicates primarily by conference call

Having been recently appointed to the Colorado State Board of Landscape Architects, I have been surprised by my colleagues' lack of knowledge about CLARB. This is probably partially due to our relative inexperience as a board (5 years). I have already seen opportunities for better communication between CLARB and member boards and improvements to the nomination process. My philosophy is to thoroughly review current procedures, solicit input from other committee members, and suggest improvements for discussion.

Between serving on various committees and attending annual meetings, I have gotten to know colleagues from all over North America. The professional network I have established will be very helpful in vetting nominees for leadership positions within the organization.

Committee on Nominations

I have been a consistent advocate for the profession throughout my career. I would bring the same level of persistence to the advocacy of CLARB through my role on the Committee of Nominations. I believe that the strength of CLARB lies heavily on those serving the Board. I would like to be part of the process that ensures CLARB has the strongest and most capable leadership.

If elected, I would like to improve the nomination/election process by better:

- Informing and engaging the membership.
- Vetting candidates for leadership positions. They should not only be interested in leading but should have the skills and abilities to do so.
- Maintaining an open and transparent process.

I completely support the mission and goals of CLARB and its Board of Directors. I am interested in serving on the Committee on Nominations simply to further this mission and to help make CLARB an even better organization.

Thank you for your consideration!

COMMITTEE ON NOMINATIONS

Le' Ann Whitehouse Seely

GENERAL INFORMATION

Name:	Le' Ann Whitehouse Seely
Home Address:	4279 Couples Crescent, Burlington, ON L7M4Y8
Firm Name:	Strategic Planning, Public Works, City of Hamilton
Firm Address:	77 James Street, North, Suite 400, Hamilton, ON L8R 2K3
Position in Firm:	Supervisor, Landscape Architectural Services
Education:	Landscape Architecture – University of Guelph Business and Marketing – Mohawk College of Applied Arts and Technology
Licenses:	Ontario Association of Landscape Architects, 2001
CLARB Council Record:	Yes
CLARB Certified:	Yes

STATE/PROVINCIAL BOARD SERVICE

Ontario Association of Landscape Architects

- Dates appointed to Board: 2004 to present
- Appointed by: Elected by the Membership
- Board service:
  - 2002 to 2009: Professional Advisor to candidates during their Professional Development Period
  - 2002 to 2005: Report Reviewer for the Professional Development Program
  - 2004 to 2007: Elected member to the Board (OALA Council)
  - 2006 to 2007: Executive Committee Member
  - 2006 to Present: Guest Lectures to Universities of Guelph and Toronto regarding CLARB and licensure
  - 2010 to Present: Examining Board Member
  - In 2006 I wrote a study manual for LARE candidates in order to provide encouragement and support in their efforts to gain licensure. In 2007 this manual was the recipient of the CSLA Award of Excellence, in the category of Communications. This study manual has been updated, is still in print and used by young professionals as a tool to achieve their licensure goals.

COMMITTEE ON NOMINATIONS

Le' Ann Whitehouse Seely

CLARB SERVICE

- 2006 to 2007: Spring and Annual Meeting attendance as OALA Representative
- 2010 to Present: Spring and Annual Meeting attendance as OALA Representative
- 2008 to 2010: CLARB Exam Grader

OTHER SERVICE/AWARDS

- In 2012 I received the OALA David Erb Memorial award for Exemplary Volunteer Service.
- In 2007 I received the Canadian Society of Landscape Architects award of Excellence in the category of Communications for study manuals designed to prepare candidates for the LARE.
- In 1998 I received the University of Guelph, Graduate's Award of Excellence in the Study of Landscape Architecture, from the American Society of Landscape Architects.

In what ways will your knowledge and experience with CLARB and other organizations, as well as your abilities and attributes, be an asset to the Committee on Nominations?

My background in business and marketing has provided me with an understanding of the importance and power of communication. I believe that information needs to be shared in increments through a process, and as part of a process, not only as a final product, especially when the process affects change. Stakeholders understand and support an outcome when they are included through a process of change, whether big or small, because they understand the issues as they developed. This is a belief that I implement daily, in my work managing development and redevelopment projects, where the first stage of design is establishing agreement among stakeholders as to what the criteria for success are. These mutually agreed criteria establish targets and check points, and keep the trajectory on course.

More than ten years of experience on the board of governors (OALA elected council) as well as three years on the Examining Board (a branch of OALA council responsible for licensure approvals) has developed my skills in working with a group of representatives toward a common goal where there are, at times, divergent opinions about how to reach that goal. The challenge lies in continuing to move forward; hearing all opinions and applying them to the outcome whether by aligning or by recognizing the reason behind incompatibility. Even if opinions don't align with a proposed outcome, they become part of the solution by being presented and discussed, and ultimately influencing the details.

The aforementioned knowledge and experience apply as assets to the Committee on Nominations as being pursuant to their goals and objectives to: engage members; to communicate in a clear and timely manner, to have at least 90% of Member Boards participate in the election process, and to implement Board guidance.

COMMITTEE ON NOMINATIONS
Chuck Smith

GENERAL INFORMATION

Name:	Chuck Smith
Home Address:	119 Barcliff Terrace
Firm Name:	Withers & Ravenel
Firm Address:	111 MacKenan Drive Cary, NC 27511
Position in Firm:	Director of Planning and Landscape Architecture
Education:	BEDLA, N C State University MLA, N C State University
Licenses:	North Carolina

STATE/PROVINCIAL BOARD SERVICE

North Carolina Board of Landscape Architects

- Dates Appointed to Board: 2008 – 2012 and 2012 - 2016
- Appointed by: Governor Mike Easley and Governor Bev Perdue
- Board Service:
  - 2012 – Current: Chairman
  - 2010 – Current: Disciplinary Review Committee, Chairman
  - 2010 – Current: Rules Committee, Member
  - 2010 – 2012: Vice Chairman

CLARB SERVICE

- 2008 – Current: Member Board Member
- 2012: L.A.R.E. Master Grader
- 2010 – 2012: L.A.R.E. Grader
- 2009 – 2012: L.A.R.E. Red Line Committee

OTHER SERVICE/AWARDS

- LARE Prep Committee, ASLA, 2011-present
- LAAB Rove Committee, ASLA, 2011-present
- President's Council, NC Chapter, ASLA, 1994-1995
- Past-President NC Chapter, ASLA, 1994-1995
- President, NC Chapter, ASLA, 1993-1994
- President Elect, NC Chapter, ASLA, 1992-1993

CLARB

COMMITTEE ON NOMINATIONS

Chuck Smith

OTHER SERVICE/AWARDS (continued)

- Treasurer, NC Chapter, ASLA, 1991-1992
- Secretary, NC Chapter, ASLA, 1990-1991
- Cary Visual Arts, Board of Directors, 2000-2010
- Cary Visual Arts, Discovery Committee, Chairman, 2005-present
- Town of Cary Water Conservation Task Force, Chairman, 2004
- Town of Apex, Unified Development Ordinance Task Force, 2004-2005
- Town of Cary Developers Focus Group, 2001-2008
- Town of Cary Historic Preservation Citizen's Advisory Committee, 2009-2010
- Town of Cary Growth Plan, Citizen's Advisory Committee, 1995
- NC Landscape Contractors Registration Board, 1984-1989
- NC Landscape Contractors Registration Board, Vice Chairman, 1988-1989
- Member, American Society of Landscape Architects (ASLA), 1981-present

In what ways will your knowledge and experience with CLARB and other organizations, as well as your abilities and attributes, be an asset to the Committee on Nominations?

I have had the opportunity to acquire a large and broad base of experience in our profession through service with CLARB, ASLA and our state licensing board. This experience has allowed me the opportunity to observe a variety of leadership styles and skills within each organization that are necessary to advance the mission and goals of each. At the same time, I have had a luxury that others have not been as fortunate to have: unrestricted travel with our state board that has allowed attendance at each CLARB Annual and Spring meeting since 2008. Through this and other volunteer experiences with CLARB, I have developed a clear understanding of leadership responsibilities and challenges within the organization as well as form relationships with many who are eligible to run for office. I believe that these are assets that will help in determining the appropriate slate of candidates to bring forth to the membership.

Key Duties and Objectives of Elected Positions

CLARB Board of Directors

The CLARB Board of Directors primary responsibilities are setting organizational direction, allocating adequate resources to achieve its goals, and ensuring that sufficient progress is being made. The Board exercises fiduciary responsibility of the organization's resources and establishes strategy and policy.

Position	Term	Key Duties and Objectives
President Elect	1 Year Automatic succession to President	• As a member of the Board, participates in governance duties as described above. • Serves as a member of the organization's Executive Committee and Committee on Audit and Finance. • Establishes and maintains key external relationships and understands roles, and opportunities for collaboration.
Vice President	1 Year	• As a member of the Board, participates in governance duties as described above. • Serves as a member of the organization's Executive Committee and Committee on Audit and Finance. • Gains a comprehensive understanding of core organizational programs and services including the L.A.R.E., Council Records and member support.
Secretary	2 years	• As a member of the Board, participates in governance duties as described above. • Serves as a member of the organization's Executive Committee. • Gains understanding of key Board processes and governance communications.
Treasurer	2 years	• As a member of the Board, participates in governance duties as described above. • Serves as a member of the organization's Executive Committee. • Gains understanding of key Board processes and governance communications.

The Committee on Nominations

Each member of the committee serves a two-year term. The Committee on Nominations is responsible for:

- Creating and maintaining a complete list of all eligible candidates for office.
- Identifying qualified nominees for elected office.
- Identifying and proposing enhancements to the nominating and election processes.

CLARB BOD NOMINEE, PRESIDENT
STEPHANIE LANDREGAN

GENERAL INFORMATION

Name:	Stephanie V. Landregan FASLA
Home Address:	1855 Oakwood Avenue Glendale, CA 91208
Firm Name:	Landscape Architecture Program University of California, Los Angeles Extension
Firm Address:	10995 Le Conte Avenue #414 Los Angeles, California 90024
Position in Firm:	Director
Education:	Landscape Architecture Certificate, University of California Los Angeles (UCLA) Extension Program, 1993 University of New Mexico, Masters Studies, Technical/Vocational Education, 1986-1988 BA 3-Dimensional Art, University of Kentucky, 1975
Licenses:	California

STATE/PROVINCIAL BOARD SERVICE

- Date(s) Appointed to Board: 2002, 2006, 2010
- Appointed By: California Speaker of the Assembly
- Board Service
  - 2012, 2011, 2010, 2005 — Board Chair
  - 2003, 2004 — Board Vice Chair
  - 2006-Present — Sunset Review Committee
  - 2002-Present — Board Member

CLARB SERVICE

- 2012 — CLARB President-Elect
- 2011 — CLARB Vice President
- 2010 — L.A.R.E. Grader
- 2007-2009 — Region V Director
- 2007-2009 — Communications Committee Chairperson
- 2006-2007 — Region V Alternate Director
- 2005 — Nominations Committee
- 2003-2004 — Reciprocity Committee Member

CLARB BOD NOMINEE, PRESIDENT STEPHANIE LANDREGAN

OTHER SERVICE AND AWARDS

- ASLA
  - 2012-2014: ASLA National Nominations Committee
  - 2011-2013: ASLA National Bylaws Committee
  - 2009-2011: Vice President, Government Affairs, ASLA National
  - 2009: Chair, ASLA National Audit Committee
  - 2007-2009: ASLA National Audit Committee
  - 2005-2008: Trustee, ASLA Southern California Chapter
  - 2003-2008: ASLA National Government Affairs Advisory Committee
  - 2003-2007: ASLA National Public Practice Advisory Committee
  - 2003: ASLA National Annual Meeting Steering Committee
  - 2003-2005: California Council ASLA, Delegate, ASLA Southern California Chapter
  - 2002-2003: President, ASLA Southern California Chapter
  - 2001-2002: President-Elect, ASLA Southern California Chapter
  - 1999-2001: Secretary, ASLA Southern California Chapter
  - 1998: River Center and Gardens Planning Charette. SCCASLA
  - 1997-1999: Liaison to Students, ASLA Southern California Chapter
  - 1996: LA River Master Plan and Charette. SCCASLA
- Public/Nonprofit Service
  - 2009-2017: Planning Commissioner, City of Glendale
  - 2009-Present: Founding Board Member, Glendale Parks and Open Space Foundation
  - 2008-2013: Secretary, Volunteers Organized In Concern for the Environment (VOICE)
  - 2009: Chair, City of LA Low Impact Development Guidelines Joint AIA and ASLA Committee
  - 2009: Chair, Glendale Historic Preservation Commission
  - 2006-2009: Commissioner, Glendale Historic Preservation Commission
  - 2005: Candidate for Office of City Clerk, Glendale, CA
  - 2003-2004: Chair, City of LA Landscape Ordinance Revision Commission
  - 2004-2005: City & County of Los Angeles Poll Worker – Precinct Captain
  - 2002-2007: Board Member & Chair, Art Share LA
  - 1999 and 2000: Bicycled in the California AIDS Ride from San Francisco to LA
  - 1996-2002: Member, Glendale Design Review Board
  - 1996-2002: Glendale Blue Ribbon Committees: Fencing, Signage, & Zoning
  - 1994: Founding Board Member, Friends of McConnell Springs, Lexington, KY
  - 1993-1995: Friends of the Parks, Board Member, Lexington Kentucky
- Distinguished Service/Acknowledgements
  - 2012 Distinguished Citizen Planner, Los Angeles Section American Planning Association
  - 2010 Inducted ASLA Council of Fellows for Service to the Profession

CLARB BOD NOMINEE, PRESIDENT STEPHANIE LANDREGAN

QUESTIONS FROM THE NOMINATIONS COMMITTEE

How is CLARB progressing toward its strategic goals, what are the critical next steps, and how will this inform your leadership?

The leadership of CLARB yearly assesses the progress toward the strategic goals of **Operational Effectiveness, Leadership, Standard Setting, and Communications**. In my last two years on the Board of Directors, we have made great strides in our strategic thinking.

In **Operational Effectiveness**, we have improved the registration process for the LARE, created greater value with the Council Record, and our quality staff is constantly reviewing and tweaking processes to take good to greater in customer service. As President, I will continue to work with our Executive Director to assist staff in operational, technical and human resources improvements. The critical next step is improving our numbers of candidates taking the exam, and to make candidates aware of the resources for success in passing the L.A.R.E.

Our **Leadership** efforts include growing leaders within our CLARB family, and also exhibiting leadership among our sister and allied organizations. We have cultivated and taken leadership in examination techniques such that CLARB's model for the exam is being integrated into NCARB's A.R.E. Our movement in codifying a global standard has been so effective that IFLA is a willing partner to set a Gold Standard worldwide. Alberta, Canada has petitioned to join CLARB, and Mexico and China are in conversation on how CLARB might fit into their national licensing efforts. These leadership possibilities are both exciting and risky, and my leadership in CLARB and at UCLA Extension, with international students, and agencies, has helped me to understand the negotiation possibilities and risks in international partnerships. The direction of the membership has been to proceed cautiously, and as President, I will fully engage in conversation and information gathering to keep the membership informed so that we can together make the decisions that will create more global relations and partnerships. As your President, I will present options that will protect and enhance CLARB members and CLARB and also allow us to integrate global relationships, replicating the membership alliance with British Columbia and Ontario, Canada.

Standard Setting goes hand in glove with Leadership. Already many of our member boards have international practitioners petitioning to work, and our licensed practitioners are spreading the gospel of licensed professionals protecting well-being, and health, safety and welfare to other countries. Our exam and our licenses have great value and respect worldwide. CLARB will continue to advocate for the highest standards to be the global norm. This area of a Gold Standard, to encourage reciprocal licensure while insisting on excellence in practice and protection of the cultural, natural, and human well-being, as well as health, safety and welfare, is an important tenet of my philosophy and I will not waver in any negotiation that we all must rise to this excellence.

Communication to our member board members and board executives continue to be excellent. Our communication with candidates, and our allied professions to clarify and define CLARB's role has been effective and copied (certainly the highest form of compliment!) and my leadership will continue the review and funding of campaigns to better reach member boards, candidates, and record holders.

Good leadership requires great partners, and in pursuing our strategic goals, I will work with each and every member and board, and with staff so that CLARB will continue to be effective, efficient, and excellent.

It will be my pleasure and honor to serve CLARB as President in 2013-2014 and to continue the path set by our past leadership, to nurture our future leadership, and to achieve great things together.

CLARB BOD NOMINEE, PRESIDENT-ELECT JERANY JACKSON

GENERAL INFORMATION

Name:	Jerany L. Jackson
Home Address:	3145 South Arcadia Avenue Springfield, MO 65804
Firm Name:	Great River Associates
Firm Address:	2826 South Ingram Mill Road Springfield, MO 65804
Position in Firm:	Department Head of Special Services
Education:	Bachelor of Landscape Architecture from University of Arkansas Masters of Business Administration from University of Phoenix
Licenses:	Missouri

STATE/PROVINCIAL BOARD SERVICE

- Date(s) Appointed to Board: June 2002 to November 2012
- Appointed by: Governor of Missouri
- Board Service
  - As a governor-appointed member (June 2002 to November 2012) to the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Landscape Architects, I, along with my fellow Board members, enforce the rules for the four design professions represented in an effort to protect the health, safety and welfare of the public with regard to services offered by these design professionals licensed in the State of Missouri.
  - As a governor-appointed public member (September 1999 to June 2002) to the Endowed Care Cemetery Board, I, along with my fellow Board members, wrote the rules for Endowed Care Cemeteries in an effort to protect the public interest with regard to services offered by professional registered endowed care cemetery owners or managers in the State of Missouri.

CLARB SERVICE

- 2012-present — Vice President of CLARB Board of Directors
- 2010-2012 — Secretary of CLARB Board of Directors
- 2008-2010 — Director for Region II
- 2004-2008 — Alternate Director for Region II
- 2007 — Nominating Committee
- 2006 — Membership/Board Funding Committee

CLARB BOD NOMINEE, PRESIDENT-ELECT JERANY JACKSON

AWARDS

- 2012 ASLA St. Louis Chapter Merit Award for the Route 66 Corridor Management Plan
- 2011 APA award for best plan for the Route 66 Corridor Management Plan
- 2004 Springfield Business Journal's 20 Most Influential Women
- 2003 Springfield Business Journal's 40 Under 40
- 2002 Silver Medal from the American Resort Development Association, Horizons at Branson by Marriott Vacation Club, Sales Center

QUESTIONS FROM THE NOMINATIONS COMMITTEE

What abilities and attributes will you bring to your role as President-elect?

In a world where collaborative effort is the key to success, I believe that the CLARB Board of Directors must look comprehensively at not only the profession and licensure of the profession, but also at our work with one another as we lead the Organization. My abilities to promote teamwork and facilitate unique individuals working together on common goals are attributes that I would bring to the role of President-elect.

My years of CLARB leadership and State Board service have prepared me for this role. Under my leadership as the President-Elect, goals and objectives can be established to gain team commitment to achieve desired results. It would be my role to assist the team in understanding opportunities and constraints so that sound decisions can be made which result in successful solutions for the CLARB organization.

How will you utilize these qualities together with your experience as a member of the Board of Directors, to accomplish the organization's strategic goals as you prepare to lead CLARB?

To continue the momentum of positive change CLARB has undergone in the past several years, a proactive and focused effort on the part of the Board of Directors and particularly its officers is required. I believe I bring strong, collaborative, knowledge-based leadership to the Board. Additionally, I will work effectively with the Board to ensure continued focus and progress to the objectives of the strategic plan. It is essential that the Board officers continue to work together and lead with great energy and clear communication. I have the skills and experience to accomplish this successfully.

CLARB BOD NOMINEE, VICE PRESIDENT
RANDY WEATHERLY

GENERAL INFORMATION

Name:	Randy D. Weatherly
Home Address:	2905 SE Ridge Road Bartlesville, Oklahoma 74006
Firm Name:	Ambler Architects
Firm Address:	Price Tower, Suite 500 510 SE Dewey Bartlesville, Oklahoma 74003
Position in Firm:	Principal/Vice President in charge of operations
Education:	BS in Landscape Architecture, Kansas State University, 1980
Licenses:	LA - Kansas, Oklahoma RA - Missouri, Oklahoma LEED AP
Council Record Holder:	Yes
CLARB Certified:	Yes

STATE/PROVINCIAL BOARD SERVICE

- Date(s) Appointed to Board: 2001-Present
- Appointed by: Governor Frank Keating
- Board Service
  - 2006-Present Chairman
  - 2004-2006 Vice Chairman
  - 2006-Present Finance Committee
  - 2006-Present Legislative Committee

CLARB SERVICE

- 201-2013 Treasurer / Board officer
- 2008-2011 Director for Region IV
- July 2010 L.A.R.E. Grader
- 2005-2006 Nomination Committee
- 2005 Committee for Nomination Procedures
- 2004-2008 Alternate Director for Region IV
  Board Subcommittee on Overlap Practice

CLARB BOD NOMINEE, VICE PRESIDENT RANDY WEATHERLY

OTHER SERVICE

Association Membership:

- 2008-Present AIA Member
- 1987-Present ASLA Member
- 2000-Present ICC Member

Past Community Involvement:

- Bartlesville Board of Adjustment, Member/Vice Chairman
- Metropolitan Area Planning Commission, Member/Vice Chairman
- MAPC Subcommittee on Parks
- MAPC Subcommittee on Pathfinder Parkway Design Guidelines
- MAPC Subcommittee on Home Occupation Zoning Regulations
- Bartlesville Chamber of Commerce, Board of Director (2 terms)
- Bartlesville Chamber of Commerce Committee, Population Growth Task Force
- Bartlesville Certified Cities Committee, Industrial Site Chairman
- Bartlesville Comprehensive Plan Review Committee
- Sunfest Art and Entertainment Festival, Co-Festival Chairman (8 years)
- Bluestem Girl Scouts Council
    - 3rd Vice President (6 years)
    - Properties Chairman (3 years)
    - Nominating Committee (4 years)
- Boy Scouts of America
    - Troop 104, Scoutmaster (6 years)
    - Wood Badge, Assistant Course Director 2006
- Day Break Rotary - Secretary (2 terms)
- Leadership Bartlesville, Class II
- First Baptist Church, Building Committee
- State Representative Mike Wilt, Campaign Treasurer (6 years)
- Ok Mozart Opening Ceremony Committee, Site Coordination
- Frank Phillips Home, Board Member

Current Community Involvement:

- Day Break Rotary of Bartlesville
- Day Break Rotary - Fantasy Land of Lights (Christmas Light Show), Chairman 2000 – Present
- Boy Scouts of America, Vice President (Membership)

AWARDS

- 2008: BSA - Silver Beaver Award
- 2006: BSA - District Award of Merit
- 1996: Frank Phillips Home - Award of Honor
- 1995: Girl Scouts - President's Award
- 1995: ASLA Oklahoma Chapter - Honor Award and Rotary International - Paul Harris Fellow (2)

CLARB BOD NOMINEE, VICE PRESIDENT RANDY WEATHERLY

QUESTIONS FROM THE NOMINATIONS COMMITTEE

What abilities and attributes will you bring to your role as Vice President?

1. Personal knowledge of CLARB - Serving as Treasurer has given me a chance to learn the finance details and policies of this organization. With this knowledge I have the ability to balance strategic with operational issues.
2. Personal integrity / high ethical standards - This is how I conduct my business, my family and my life.
3. Complete understanding and commitment to the Strategic goals of CLARB. Over the last several years I have been part of the board as these strategic goals have been developed and refined. This allows me the full insight of these goals and their priorities.
4. Adaptive and Responsive to change - In today's world being able to adapt and change quickly is imperative.
5. Team Player/Leader - To be a leader in any organization that leader must be a team player.
6. Good Communication Skills - this speaks for itself.
7. Negotiating /influencing skills - In every business situation negotiating and influencing are required.
8. A sense of Humor - In a high stress business situation it is important to remember the use of humor is one of the best tools to combat this stress.

How will you utilize these to contribute to the effectiveness of the Board of Directors they work to accomplish the organization's strategic goals?

Over the last two years of my position of Treasurer, I have come to fully understand the interworking of the CLARB organization. Through its finances, I understand how the organization functions on a day to day basis, how the reserves are to be used and how CLARB has changed its financial position, investment strategies, and reserve status from 2008 to the present. I have overseen the organization expenses and revenues though out the recent economic downturn and through the introduction and installation of the new exam format. Throughout these periods we have maintained a conservative position while still pushing to complete the Board's strategic goals. Working with the finance team (finance committee and staff) we have been able to remain responsive to changes and yet focused on the end goal, the organizations' strategic goals. As Vice President, I will continue on the finance committee and will be able to guide, influence and assist our new treasurer along with the finance team to continue the policy of saving for the future and planning for expenses. Financial budgeting is at the core of the organization and all it does. This budget should meet the organization's needs while continuing to make the strategic goals our highest priority.

In my daily activities of my business I have learned you have to be ready to adapt and respond to change. It is not a matter of if change will occur but when. Over that last several years as a Board member I have seen many changes approach this organization and while working as a team have taken on these changes to the positive benefit of the organization.

Being a team member means understand the organization and individual strength and pulling this strength for the benefit of the whole. My office only works in teams with the ultimate goal of completing the project to the best benefit of the client. As Vice President of CLARB I will continue to bring this team player aspect to CLARB (for I am one member of a great team). Each of us (the board, the staff and the members) needs to continue to work as a will oiled machine to improve, expand and grow this organization. All of this is accomplished by working together to meet the strategic goals of this organization.

As Vice President, I am committed to the mission, vision and strategic goals of CLARB and I will continue work to achieve these goals, using the attributes listed above, and see this organization grow both internally and globally.

CLARB BOD NOMINEE, TREASURER
CHRISTINE ANDERSON

GENERAL INFORMATION

Name:	Christine A. Anderson ASLA
Home Address:	9030 Folkstover Court Elk Grove, CA 95624
Firm Name:	The Office of Christine A. Anderson ASLA
Firm Address:	Same as above
Position in Firm:	Principal
Education:	1988, BS, Landscape Architecture, California Polytechnic State University San Luis Obispo 1985, AS, Architecture, Bakersfield College, Bakersfield, California
Licenses:	California

STATE/PROVINCIAL BOARD SERVICE

- Date(s) Appointed to Board: 2003, 2008
- Appointed By: Governor Gray Davis and Governor Arnold Schwarzenegger
- Board Service
  - 2012-present — Vice-Chair, Exceptions and Exemptions Task Force
  - 2011-present — Chair, Extension Review Task Force
  - 2003-2012 — Board Member
  - 2006, 2009, 2012 — Board Chair
  - 2005, 2008, 2010 — Board Vice-Chair
  - 2006-2007 — Extension Review Task Force
  - 2005-2009 — Education Subcommittee
  - 2007 — Exceptions and Exemptions Task Force, California Architects Board

CLARB SERVICE

- 2012-Present — CLARB Board Self-Assessment Workgroup
- 2011-Present — Region V Director
- 2010 — Task Analysis Focus Group

CLARB BOD NOMINEE, TREASURER
CHRISTINE ANDERSON

OTHER SERVICE

Landscape Architecture:

- 2003-2007 Landscape Architecture Department Advisory Committee, California Polytechnic State University San Luis Obispo
- 1995-1996 Past President, American Society of Landscape Architects, Sierra Chapter
- 1995-1996 California Council ASLA, Delegate, Sierra Chapter
- 1994-1995 President, American Society of Landscape Architects, Sierra Chapter
- 1993-1994 President-Elect, American Society of Landscape Architects, Sierra Chapter
- 1991-1993 Secretary, American Society of Landscape Architects, Sierra Chapter
- 1990-1991 Member-At-Large, American Society of Landscape Architects, Sierra Chapter

Public/Nonprofit:

- 2012 Fundraising Coordinator, Elk Grove High School PTSA
- 2009-2011 President, Joseph Kerr Middle School Booster Club
- 2007-2009 Treasurer, Joseph Kerr Middle School Booster Club
- 2007 Founding Member, Joseph Kerr Middle School Booster Club
- 2010-2012 Board Member and Special Projects Coordinator, Laguna Creek Watershed Council
- 2011-Present Adult Education Trainer, Girl Scouts Heart of Central California
- 2007-Present Elk Grove Day Camp Programs Director, Girl Scouts of Heart of Central California
- 2004-Present Troop Leader, Girl Scouts of Heart of Central California
- 2005-Present Service Unit Treasurer, Girl Scouts of Heart of Central California
- 2008-Present Walk on the Wildside Volunteer Coordinator, Stone Lakes National Wildlife Refuge
- 2000-2003 Chair, Waterfowl Advisory Committee, Consumnes Community Services District
- 1989-2009 Creek Week Volunteer Coordinator, Sacramento Area Creeks Council

AWARDS

- 2013 Honor Pin, Girl Scouts USA
- 2012 The President's Call to Service Award
- 2011 Outstanding Volunteer, Girl Scouts Heart of Central California, Elk Grove Service Unit
- 2009 Appreciation Pin, Girl Scouts Heart of Central California
- 2008 Outstanding Leader, Girl Scouts Heart of Central California, Elk Grove Service Unit

CLARB BOD NOMINEE, TREASURER
CHRISTINE ANDERSON

QUESTIONS FROM THE NOMINATIONS COMMITTEE

What abilities, attributes, and experience will you bring to your role as treasurer to ensure effective oversight of the organization's financial affairs?

CLARB is in a far better financial position today than they have been in many years and that is in great credit to its leadership. It is important for an organization to remain nimble and allow flexibility within financial decisions. These decisions don't happen within a vacuum; each one must be carefully considered given all the details available and the strategic direction of the organization. At the same time, it is equally important to ensure that it is not ruled by minutia and to understand each report as it relates to the bigger picture. I hope that my abilities and experience, formed in both my professional career as well as service to the community, could continue the economic growth that CLARB has seen over the past several years while continuing to fund special projects and initiatives that will increase the visibility of CLARB within the global landscape architecture community.

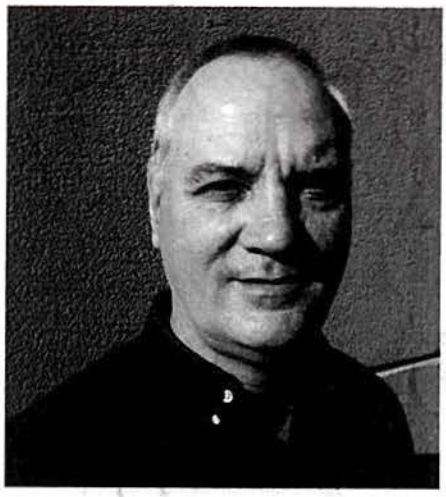
The position of treasurer is an interesting one and one that often times gets overlooked and/or under-credited within the design profession. For myriad reasons, I often gravitate to these positions. For the past 8 years I have served as the local Service Unit Treasurer of Girl Scouts, managing 86 separate troop accounts in addition to the 3 primary Service Unit Accounts. I also oversaw the transition to combine all troop accounts under a single bank to allow for greater flexibility in management. I have also been the treasurer for the Kerr Booster Club (a parent-teacher organization for my daughters' middle school) and I am currently the fundraising coordinator for my daughters' High School PTC. Through these experiences, I have found that there is nothing more satisfying than growing an organization's accounts (and, by extension, their visibility) and putting them on a firm financial footing.

As a member of the Board of Directors, how will your leadership competencies contribute to the effectiveness of the team as they work to accomplish the organization's strategic goals?

The proficiencies that I have gained in 20+ years of service to the profession are the most important attributes I can bring to CLARB. That being said, I have often felt that my most valuable asset is that of collaboration. I feel that I am strong in this area where often times we as board members are asked to "wear many hats" in addition to acting as a "go-between". This is often not an easy position to be in and requires a thoughtful approach and the ability to consider ideas and thoughts from a multitude of constituencies to promote the common good. It is my position that I can utilize experience gained from each and every opportunity to the greatest extent for my service to the Board of Directors.

I enjoy and relish public speaking on subjects that I am most intimately involved in. I have "marketed" licensure to university students in landscape architecture since being appointed to the Board in 2003. I have given at least 2 university lectures each year regarding the importance of licensure and how to seek it in the State of California. I also have been an adult education specialist (trainer) with the local Girl Scout Council for the past 2 years. In this capacity I help to identify new leaders and train them to be effective with girls and adults alike. I take a networking approach to this, allowing leaders to brainstorm ideas and thoughts and then allow them to "interview" me. I find the most engaging part of this position is the ability to learn from them almost as much as they learn from me. I commit to put these skills to work for the CLARB team and its continued success.

CLARB BOD NOMINEE, TREASURER JOHN TARKANY



GENERAL INFORMATION

Name:	John A. Tarkany
Home Address:	2011 Manderley Court Charleston, SC 29414
Firm Name:	John Tarkany Associates, Inc.
Firm Address:	91-B Broad Street, Charleston, SC 29401
Position in Firm:	President
Education:	BS Landscape Architecture, The Ohio State University
Licenses:	South Carolina
Council Record Holder:	Yes
CLARB Certified:	Yes

STATE/PROVINCIAL BOARD SERVICE

- Date(s) Appointed to Board: July 2008
- Appointed By: The Board
- Board Service: Member Board Member

CLARB SERVICE

- 2009-2011 Region III Alternate Director
- 2011-2013 Region III Director

OTHER SERVICE

- The Ashley Scenic River Advisory Committee (DNR) – Member
- The Charleston Horticultural Society BOD – Board Member
- Blessed Sacrament Church and School Building Committee - President

AWARDS

- SC ASLA Design Award, Sanctuary Hotel, Kiawah Island, SC
- SC ASLA Environmental Design Award, Rushland Plantation, Johns Island, SC

CLARB BOD NOMINEE, TREASURER JOHN TARKANY

QUESTIONS FROM THE NOMINATIONS COMMITTEE

What abilities, attributes, and experience will you bring to your role as treasurer to ensure effective oversight of the organization's financial affairs?

I began my career in landscape architecture in 1983 working for a large multidiscipline design firm. From the beginning, I found that the administration of the financial aspects of running a project was of utmost importance. As, project manager, I developed a specialty for writing and estimating design contracts and fees. I learned here that one miscalculation could result in a financial loss for the firm.

In the mid 1990's I became a partner in a 27 person LA firm. I was asked to join the firm as managing director because I had developed skills in project management, HR, contracts, scheduling and cost control. This firm had a one million dollar payroll and an income of over three million per year.

After all of these years managing clients, projects, employees and the office, I developed a fairly conservative approach to finances by keeping things within budget and staying debt free.

This experience along with my abilities to communicate and work as a team should allow me to contribute to the continued success of CLARB.

As a member of the Board of Directors, how will your leadership competencies contribute to the effectiveness of the team as they work to accomplish the organization's strategic goals?

One of the most effective strategies for sound decision making is to provide two or three sound options for each situation. Some solutions are one step while others may take years to implement in phases. My job would be to provide options while keeping an open mind for new ones. Then, help the board reach a consensus on which approach to make. Once that happens, it's very important to stay on course until this task or strategic goal is accomplished. It takes clarity of thinking, diligence, patience and a good sense of humor to reach team success.

I look forward to contributing if elected.

2013 Annual Meeting
September 26-28, 2013
Minneapolis, Minnesota
The W Foshay Hotel

Preliminary Agenda

Wednesday, September 25

7:00 p.m. – 8:30 p.m.	Welcome Reception*

Thursday, September 26

8:00 a.m. – 12:00 p.m.	Working Breakfast and MBE Exchange *or* Working Breakfast and MBM Training
10:15 a.m. – 10:30 a.m.	Break
12:00 p.m. – 1:30 p.m.	Group Lunch*
1:30 p.m. – 2:30 p.m.	Opening Session – welcome and announcements, agenda review, meeting outcomes, progress reporting, election and resolutions review.
2:30 p.m. – 4:00 p.m.	Regional Meetings – regional elections, open forum
4:00 p.m. – 5:00 p.m.	Walking Tour* / Free Time

Friday, September 27

8:00 a.m. – 9:00 a.m.	Group Breakfast*
9:00 a.m. – 12:00 p.m.	Group Workshop – Building more strategic and efficient boards with Paul Meyer
10:15 a.m. – 10:30 a.m.	Break
12:00 p.m. – 2:00 p.m.	Working Lunch (bonus session w/ Paul Meyer) or lunch on your own
2:00 p.m. – 5:00 p.m.	Strategic Conversations – regulating welfare, CLARB's global strategy and value proposition for the 21st century *(15-minute breaks will occur in between sessions as attendees change rooms)*
6:30 p.m. – 9:30 p.m.	President's Dinner*

(continued on next page ...)

2013 Annual Meeting
September 26-28, 2013
Minneapolis, Minnesota
The W Foshay Hotel

Saturday, September 28

8:00 a.m. – 9:00 a.m.	Group Breakfast*
9:00 a.m. – 12:00 p.m.	Operational Conversations – 2014 CLARB scope of work, website enhancements, exam entry requirements *(15-minute breaks will occur in between sessions as attendees change rooms)*
12:00 p.m. – 1:00 p.m.	Closing Session – Election results and summary of outcomes

The Meeting at a Glance

- Registration fee: $900 (includes all sessions, events and meals)
- Guest registration fee: $210 (includes all meals and events with *)
- Registration deadline: Wednesday, September 11, 2013.
- Hotel info: The W Foshay in Minneapolis, MN; room rate is $179 per night plus sales tax (currently 13.4%); hotel reservation deadline is Tuesday, September 3 at 5 p.m. Central Time; cancellation deadline is 48 hours prior to scheduled check-in.
- For more information, visit the Annual Meeting website or contact Missy Sutton at CLARB via email or phone (571-432-0332).

Important Reminders

September 3 at 5 p.m. Central Time is the deadline for hotel reservations.

September 11 is the meeting registration deadline.

Member Board Executives must register attendees.

Attendees will select their own sessions and register guests.

During session selection, please let CLARB know if you're planning to attend the Welcome Reception and/or the President's Awards Dinner.

Dress code is business casual for sessions and evening business casual for the President's Awards Dinner.

In keeping with CLARB's core value of stewardship, this meeting will be **"paperless."**

Visit the Annual Meeting website for detailed meeting information.

NEW! Meeting info at a glance is now available (PDF).

NEW! Visit the Annual Meeting Facebook page.

INTHEKNOW

2013 CLARB ANNUAL MEETING
SEPTEMBER 26-28
MINNEAPOLIS

KNOWLEDGEABLE
empowered
INFORMED
educated
ENLIGHTENED
grounded
AWARE

Wednesday, September 25

1:00 p.m. – 5:00 p.m.	**Registration, Hospitality Area and Cyber Café Open**
7:00 p.m. – 8:30 p.m.	**Welcome Reception with *IGNITE* Presentations***

Join your regulatory board peers, the CLARB Board of Directors and staff for a relaxing evening of networking and learning to kick off the meeting. As a special feature, this year's reception will introduce *IGNITE* presentations: creative, entertaining and informative talks where presenters share their ideas and personal or professional passions in five minutes. Each presentation is meant to "ignite" the audience on a subject, i.e. to generate awareness and to stimulate thought and action on the subjects presented. **Click here to view an *IGNITE* example.**

Thursday, September 26

7:30 a.m. – 4:00 p.m.	**Registration, Hospitality Area and Cyber Café Open**
8:00 a.m. – 12:00 p.m.	**Working Breakfast and MBE Exchange**

Engage with fellow MBEs to share ideas and best practices for addressing common issues and challenges. Onsite and virtual attendees will both benefit from the following discussions:

- Emotional intelligence and regulatory excellence—a critical connection. An effective Board Executive will utilize the competency of emotional intelligence (EI) to understand the unique perspectives and needs of various stakeholders to inform his or her leadership and management behaviors. By employing EI attributes of sensitivity and awareness executives can help ensure efficient and productive relationships while bringing organizations closer to their ultimate goal of public protection.

- Emerging trends in licensure qualification. CLARB has learned that new requirements are being added to licensure qualifications, not only for landscape architects, but for all professions. Background checks, legal work status, and special accommodations for military personnel are examples of new requirements in some jurisdictions. Come prepared to share and discuss how your Board might respond to these emerging requirements.

- Evaluating foreign exam/licensure applicants. As landscape architecture grows in scope and importance across the world, some U.S. and Canadian jurisdictions are seeing an increase in foreign applicants for examination and licensure. How is your Board addressing this trend, what processes are you using to evaluate these applicants, and how can CLARB help?

- How multi-disciplinary Boards can update their laws. In 2012 the Kansas State Board of Technical Profession, representing the professions of architecture, engineering, geology and land surveying, updated its Practice Act by completing a line-by-line review. Successfully updating an Act for five professions requires all responsible parties to set goals and objectives, buy into the process, and work together as a single regulatory entity: otherwise, achieving such an effort across multiple professions is likely to fail from the onset. Join Kansas Board Executive Jean Boline and staff member Mary Dyck for a discussion of best practices for updating regulations.

8:00 a.m. – 12:00 p.m. **Working Breakfast and MBM Training**

This session, sponsored by CLARB and delivered by the Council on Licensure and Regulation (CLEAR), is an interactive program designed to prepare regulatory board members for effective service. The half-day program will include four modules covering different facets of the role of regulatory board members, from the foundations of occupational and professional regulation to the various disciplinary and rulemaking responsibilities they hold. After participating in the session, board members will better understand and be fully equipped for the important governance role they play.

12:00 p.m. – 1:30 p.m. **Group Lunch***

1:30 p.m. – 2:30 p.m. **Opening Business Session**

Following a welcome from representatives from the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design we will review the meeting agenda and outcomes and meet CLARB officer candidates. Participants will also hear about new pilot projects to increase engagement between CLARB and all Member Boards.

2:45 p.m. – 4:15 p.m. **Regional Meetings**

Contribute to and learn from the knowledge and experience of the Boards in your region from these in-person sessions. During this open forum, attendees will have an opportunity to discuss common local, regional, national and international issues and challenges, share ideas and best practices and conduct elections for Regional Director in Regions 1, 3, and 5.

4:30 p.m. **Walking Tour***

The walking tour of Minneapolis provides an opportunity to stretch your legs and view places of landscape architectural interest that demonstrate the profession's impact on health, safety and welfare.

Friday, September 27

8:00 a.m. – 5:00 p.m. **Hospitality Area and Cyber Café Open**

8:00 a.m. – 9:00 a.m. **Group Breakfast***

9:00 a.m. – 12:00 p.m. **Special Group Workshop: Building More Strategic Boards with "Knowledge Based Strategic Governance"**

Boards are challenged by the new "reset" economy, deregulatory pressures, and changing demographics as they work to deliver on their mission of protecting the public's health, safety, and welfare. While it's important to "keep the trains running on time," it's not enough to ensure Board and regulatory relevance next year or five years from now. How can Boards manage to do it all? Part of the solution may be to develop new "muscles" that enable Boards to make decisions that provide for today's needs while preparing for a successful future. Join Paul Meyer, co-president of Tecker, Inc., strategic governance consultant to the CLARB Board of Directors and hundreds of other associations, nonprofits, small businesses, and government entities, in an interactive workshop that will enable your Board to take advantage of governance practices that will increase their efficiency, strategic focus and effectiveness.

Attendees will learn the basics of "knowledge based strategic governance" and how the CLARB Board of Directors has employed these processes as part of its ongoing work and will take home tools, resources, and knowledge that they can put in to practice quickly.

12:00 p.m. – 2:00 p.m. **Working Lunch (Bonus Session w/ Paul Meyer) or Lunch on Your Own**

Choose lunch on your own or join "strategic boards" session leader, Paul Meyer for lunch and more conversation about how to address specific challenges and opportunities in your own jurisdiction.

2:00 p.m. – 5:00 p.m. **Strategic Conversations – regulating welfare, CLARB's global strategy and value proposition for the 21st century**

Consistently rated as the most popular by Member attendees, these sessions enable Boards to be "in the know" about the organization's strategic initiatives and priorities and help inform CLARB's strategic thinking processes. During these 45-minute, rotating sessions, attendees will hear updates and provide input on the following topics:

- Regulating welfare. Member Boards will have an opportunity to provide feedback on specific approaches to recognize the "welfare" aspects of landscape architectural practice in regulation and help the CLARB Board of Directors better understand Board interest in, and readiness for, movement towards regulating welfare.

- Facilitating and responding to the increase in professionalism around the world. Based on increased dialogue with landscape architecture organizations around the world, including the International Federation of Landscape Architects, there is significant interest in the concept of global standards for the practice of landscape architecture. Hear what CLARB has learned since the last membership meeting and provide input to the Board of Directors on how global practice issues are, or may be, affecting your Board.

- CLARB's value proposition for the 21st century. Periodically every organization must reevaluate what unique value it providers to its members/customers/constituents/stakeholders due to changes in the environment and evolution of individual and organizational needs. Join in an interactive dialogue designed to address three key questions:

- What are the long-term, high value outcomes that CLARB should **commit** to working on over time?
- What is the **content** (substantive, meaningful activities) that will enable CLARB to create long-term, high value to members and customers?
- What would a **community** that is genuinely concerned about each other's long term success look like, be like, and do?

6:15 p.m. – 9:30 p.m. **President's Dinner***

Join President Dennis Bryers at the Minneapolis Institute of Art as he recognizes individuals who have made special contributions during the past year. **Shuttles will depart at 6:30 p.m. Please meet in the hotel lobby by 6:15 p.m. to ensure a prompt departure.** Don't forget your drink tickets! **Dress code is evening business casual** (i.e. cocktail dress, slacks and dress shirt; jacket and tie optional).

Saturday, September 28

8:00 a.m. – 1:00 p.m. **Hospitality Area and Cyber Café Open**

8:00 a.m. – 9:00 a.m. **Group Breakfast***

9:00 a.m. – 12:00 p.m. **Operational Conversations**

Introduced at the most recent CLARB Spring membership meeting, these conversations encourage deeper understanding of business and programmatic issues and provide opportunities for Members to weigh in on proposed enhancements to the way CLARB serves Boards, candidates and licensees. During these 45-minute rotating sessions participants will review:

- 2014 scope of work
- Website enhancements
- Analyzing L.A.R.E. data and trends

12:00 p.m. – 1:00 p.m. **Closing Session**

Attendees will meet the new Board of Directors, hear a summary of meeting outcomes and next steps, and have a fresh opportunity to provide additional input to CLARB leadership.

Visit the Annual Meeting page on Facebook
to be "in the know," chat with meeting attendees, share meeting pics, and much more!

Proposed Bylaws Revisions – 2013

In accordance with the requirements in Article VI, Section 5 of the CLARB bylaws, members will vote at the 2013 CLARB Annual Meeting on the following proposed revisions to create alignment with new exam practices.

Proposed Change #1 - Article V, Section 4. A.

Section 4. Member Services

Services provided to members of CLARB shall include, but not be limited to, the following:

A. Examination

CLARB shall produce examinations designed to test the knowledge, skills and abilities required for the practice of landscape architecture and shall issue appropriate descriptive material on the examination for use by the member boards and candidates. The procedures and charges shall be established by the CLARB Board of Directors. ~~If any member board administers the examination on dates other than those established by the Board of Directors or otherwise substantially violates exam administration procedures without the written permission of CLARB, the Board of Directors shall take appropriate action which may include denying future use of an examination to the member board until such time as the Board determines that the member board shall be permitted to use an examination.~~

RATIONALE: The exam is no longer administered by the Boards.

Proposed Change #2 - Article X, Section 5. B.

Section 5. Standing Committees

The following committees are hereby authorized as basic to proper functioning of the Council:

A. Executive Committee
The executive committee shall be chaired by the president and composed of the president-elect, immediate past-president, vice president, treasurer, and secretary. The executive director shall serve on the executive committee as an ex officio member without vote. Four voting members of the executive committee shall constitute a quorum.

The executive committee shall act on behalf of the Board of Directors to govern the affairs of CLARB between meetings of the Board of Directors, subject to general policies established by the Board of Directors. All actions of the executive committee must be ratified at the next meeting of the Board of Directors. The executive committee shall be responsible for providing a written review of the executive director's performance in accordance with Article IX, Section 3.

B. Committee on Examinations
The committee shall be responsible for the development ~~and grading~~ of the examination and other duties as determined by the Board of Directors. The Chair of this committee shall be a licensed, registered or certified landscape architect.

RATIONALE: The exam is no longer graded by individuals.

To view this email as a web page, go here.

COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Member Board E-News

July 2013

Important Dates

- **August 9** -- Registration closes for the August L.A.R.E. administration
- **August 13** -- Nominations from the floor due for the CLARB Board election
- **August 14** -- Ballots due for the Committee on Nominations election
- **August 19-30** -- L.A.R.E. administration
- **August 26** -- Registration opens for the December L.A.R.E. administration
- **September 26-28** -- Annual Meeting

Be in the Know: Attend the Annual Meeting Share information with and learn from your peers while engaging with CLARB leadership about topics that will have far-reaching impacts on the future of regulating the profession.

Cast Your Vote by August 14 for the Committee on Nominations Election Exercise your membership rights and responsibilities by participating in the Committee on Nominations election. Members of the Committee on Nominations are responsible for identifying qualified nominees for your organization.

New "Drag and Place" Exam Item Innovation Introduced to Testing Industry CLARB's psychometrics advisor recently announced to the testing industry the successful launch of a new item type created for the L.A.R.E. that provides more objective assessment of competencies.

Important August Administration Reminders and Feedback about the L.A.R.E. There's still time for candidates to register for the August administration and to help candidates better understand the format and content of Sections 3 and 4 CLARB will host a Facebook Chat on 7/30. Also, hear what candidates are saying about the L.A.R.E. and resources.

Use the CLARB Disciplinary Database to Improve Efficiency in Granting Licensure Using the database is easy, increases efficiency in evaluating licensure applications, and protects the public's health, safety and welfare.

In the Community CLARB welcomes a new Member Board Executive; CLARB says farewell to a longtime volunteer; CLARB Members raise awareness of the profession's impact on public well-being.

Be in the Know: Attend the Annual Meeting

Being "in the know" enables Member Boards to:

- Maximize the value of CLARB membership
- Identify new problem-solving approaches
- Increase confidence in proactive decision making

- Help shape the future of regulation
- Develop a peer resource network
- Become a more empowered participant

Connect with fellow regulators, engage with CLARB leadership and weigh in on important issues shaping the future of regulation including global practice standards, regulation of the welfare aspects of practice and building more strategic and effective boards. In addition, members will participate in the officer election and vote on proposed revisions to bring the bylaws into alignment with new exam administration and scoring processes.

Visit the Annual Meeting website to access the full agenda, information about making travel arrangements, and much more.

Important Dates

- September 3 at 5 p.m. Central Time -- hotel reservation deadline
- September 11 -- meeting registration deadline
- September 25 -- Welcome Reception from 7:00-8:30 p.m.
- September 26 -- meeting begins at 8:00 a.m.
- September 28 -- meeting concludes at 1:00 p.m.

Member Board Executives: click **here** to register your attendees today.

All meeting attendees: once you've been registered, you will receive an email asking you to complete your registration (select your sessions). During session selection, please indicate if you are planning to attend the Welcome Reception and/or the President's Awards Dinner. Guest registration can also be completed during session selection.

New! **Visit the Annual Meeting page on Facebook** to be even more "in the know," chat with peers and meeting attendees, share meeting pictures, and more!

If you need registration assistance or have general questions about the meeting, **contact Missy Sutton** at CLARB.

(Return to top)

Ballots Due by August 14 for the Committee on Nominations Election

Cast your vote by August 14 for the Committee on Nominations election!

The Committee on Nominations is responsible for creating and maintaining a complete list of all eligible candidates for office; identifying qualified nominees for elected office; and identifying and proposing enhancements to the nominating and election processes.

A final slate of candidates for the Committee on Nominations is now available. Three positions are up for election and each has a two year term (October 1, 2013 through September 30, 2015).

Follow these links to download/view candidate bios and the ballot.

- **Andrew Bowden**
- **Dean Pearson**
- **Le' Ann Whitehouse Seely**
- **Chuck Smith**
- **Committee on Nominations Ballot**

How to Vote
Each Member Board may cast one ballot in this election. There are four candidates and Boards may vote for as many as three of the candidates. **Ballots must be received by Wednesday, August 14** by Veronica Meadows at CLARB (via mail or email) in order to be counted for this election.

If you have questions or would like more information about CLARB elections, **refer to Article VII, Section 2 of the CLARB bylaws** or contact Veronica Meadows via email or phone (571-432-0332). Election information can also be found on **the CLARB website**.

Important note about the CLARB officer election:
The initial slate of candidates for CLARB officer positions will be distributed along with the call for nominations from the floor on Monday, July 29.

(Return to top)

New "Drag and Place" CLARB Exam Item Innovation Introduced to Testing Industry

CLARB's psychometrics advisor recently announced to the testing industry the successful launch of a new item (exam question) type, pioneered in the L.A.R.E., that provides more objective assessment of competencies that use graphics and three-dimensionality to demonstrate complex thought processes required on Sections 3 and 4 of the new L.A.R.E., covering design, grading, drainage and construction documentation.

The new item type, called the "drag and place," was devised through collaboration between CLARB and its exam service providers, Professional Testing and Zoomorphix, with extensive input and feedback from experienced, licensed landscape architects and candidates.

The new item accomplishes critical testing objectives by giving the candidate stimuli and measuring how they respond to what is put in front of them.

"Having worked closely with the development of the drag and place items since its inception, I can confidently state that it can be used by any profession wanting the ability to assess candidates at a higher cognitive level, while still scoring them objectively," said Adrienne Cadle, PhD, psychometrician at Professional Testing, Inc.

Click here to read the full release.

(Return to top)

Important August Administration Reminders and Feedback about the L.A.R.E.

The August L.A.R.E. administration is quickly approaching. To help candidates better understand the format and content of Sections 3 and 4, CLARB Deputy Executive Director and landscape architect Jim Penrod will be answering candidates' questions during a live Facebook "chat" next Tuesday, July

30 from Noon to 2:00 p.m. EDT. Candidates simply need to login to CLARB's Facebook Fan Page and submit questions. Information about this event has been shared with candidates via social media and will also be provided this week via email. Candidates who are unable to access Facebook during the chat may submit questions in advance via email.

Here are a few other important reminders to ensure candidates are receiving accurate exam-related information.

- The August administration will be held August 19-30.
- Sections 1-4 will be offered.
- Registration closes on Friday, August 9 at midnight EDT.
- Candidates should register as soon as possible to ensure the best chance of selecting the most convenient test center and appointment times.
- Exam resources are available on the CLARB website including sample exams with answer keys.
- Candidates should call CLARB immediately if they have questions or concerns including if they encounter issues at Pearson VUE Test Centers.

Feedback about the L.A.R.E.

CLARB closely monitors social media and feedback collected at the end of exams to gain insight into what candidates are thinking. Having this knowledge guides CLARB in developing relevant communications and resources to keep candidates moving forward in the licensure process. Here are some comments received via Facebook and email about the exam and resources.

- "Fair exams all the way through. Stay consistently focused on the books CLARB outlines and you're golden. Stay positive and study hard and you'll pass."
- "I wanted to let you know I took Section 3 and the YouTube video that CLARB put together really helped me to prepare for what the new format looked like. In addition, the Pearson VUE Test Center is much, much better than the previous provider. Thanks for your help through this journey."
- "The 'advanced question types' are exactly what you see in the CLARB video. It is not like the architecture exams where you manipulate contours. CLARB was very good in showing us in the video exactly what we'll see on the exam."
- "I found the practice exams to be pretty much on par with the actual exam."
- "Given that CLARB is preparing both the L.A.R.E. exams and practice exams, there should be a direct correlation to both ... for this reason I think the practice exams provide a good starting point to study with."
- "They (sample exams) are absolutely worth the money ... they will help you understand the new testing content and the way they are asking questions. You can also determine areas where you might be weak so you can study that more in depth."

(Return to top)

Use the CLARB Disciplinary Database to Improve Efficiency in Granting Licensure and Protect the Public's Health, Safety and Welfare

In response to requests from Member Board Executives, CLARB created a disciplinary database that provides a secure method of storing and accessing disciplinary information about licensed professionals in any jurisdiction. CLARB recommends that Member Board

Executives utilize the database as part of the licensure process.

- When you receive information about disciplinary action in your jurisdiction, enter it into the CLARB database.
- When you are evaluating an individual for licensure, consult the CLARB database to ensure the individual has no disciplinary action pending in other jurisdictions.
- A summary of disciplinary action entered into the database is also displayed on the "summary sheet" of the Council Record transmittal.

A tool like this is only as good as the information entered into it. Follow these instructions to enter and view disciplinary action **via "My Dashboard."** (Note: only the MBE or someone logged in using the MBE username and password may access the disciplinary database.)

To view disciplinary action:

- On "My Dashboard" click "View Disciplinary Action" under the Council Records tab.
- Click to view the Disciplinary Action Report Summary. This will show a list of all disciplinary information stored in the database. Scroll down to the bottom of the report to print a copy or export as an Excel file or PDF.

To enter disciplinary action:

- On "My Dashboard" click "Enter Disciplinary Action" under the Council Records tab.
- If you've previously entered disciplinary action, you will see this information and you can edit or delete the information as necessary.
- To enter disciplinary action about another individual, search by last name for the individual in the CLARB database, select the individual, enter the disciplinary information, and click "save." (Before clicking "save" you may also upload supporting documentation in PDF format.)

If you have questions or need assistance, **contact Missy Sutton** at CLARB.

(Return to top)

In the Community

CLARB Welcomes a New Member Board Executive (MBE)
Please join us in welcoming Michelle Lamorie to CLARB! Michelle became the Member Board Executive in Wyoming this month following Veronica Skoranski's retirement.

Skoranski was a valued CLARB volunteer and served on the Member Board Executive Committee; she chaired the committee and was the MBE Board of Directors Observer from 2010-2011; and she was a member of the Welfare Action Plan Task Force in 2011. We wish Veronica all the best in her retirement!

CLARB Members Raise Awareness of Profession's Impact on Public Well-Being
Since CLARB published its **groundbreaking research** that defines welfare as it relates to the regulated practice of landscape architecture, Member Boards have been busy increasing awareness of the profession's impact on public well-being at the local level.

- Marjorie Pitz, a landscape architect and Minnesota Board Member, shared information about the profession's impact on public well-being during a full-day education session entitled "Healthy by Design: Bringing Life to Communities and Communities to Life." This session was held in conjunction with the Minnesota ASLA chapter as well as representatives from agencies related to health, recreation, multi-modal transportation, complete streets, bicycle planning, nature play, health impact assessments, and healing gardens.

- The Colorado Board is working with the Colorado ASLA chapter on a report that quantifies welfare impacts in the state.
- The North Carolina Board shared a welfare presentation as part of the North Carolina ASLA Annual Conference.

Members who want to increase welfare awareness at the local level are invited to use CLARB's **"Welfare Action Guide"** that includes:

- a sample action plan;
- a presentation template;
- an example of a presentation by Minnesota Board Member and landscape architect Marjorie Pitz; and
- an **Executive Summary** that contains the seven distinct ways that the profession positively impacts public welfare. (To easily share the full report, go to **www.clarb.org/wellbeing**.)

Contact Veronica Meadows at CLARB to share information about welfare activities in your jurisdiction.

(Return to top)

This email was sent to: **suttonm@clarb.org**

This email was sent by: Council of Landscape Architectural Registration Boards
1840 Michael Faraday Drive, Suite 200 Reston, VA 20190 USA

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Landscape Architect Registration Examination (LARE)
California and National Pass Rates

2012	September							December						
	California			National				California			National			
	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.
1-Project and Construction Administration	50	37	74%	251	195	78%	-4%							
2-Inventory and Analysis	51	35	69%	291	211	73%	-4%							
3-Design								53	41	77%	369	252	68%	9%
4-Grading, Drainage and Construction Documentation								51	24	47%	333	150	45%	2%

2013	April 8-20							August 19-30							December 2-14						
	California			National				California			National				California			National			
	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.	Total	Pass	%	Total	Pass	%	Diff.
1-Project and Construction Administration	56	44	79%	352	289	82%	-3%	Not Available							Not Available						
2-Inventory and Analysis	48	30	63%	320	222	69%	-6%														
3-Design	36	23	64%	253	178	70%	-6%														
4-Grading, Drainage and Construction Documentation	52	27	52%	325	186	57%	-5%														

New LARE first administration September 2012.
Section 1 and 2 only were administrated in September 2012.
Section 3 and 4 only were administrated in December 2012.

Agenda Item F

UPDATE ON PROPOSED REGULATIONS TO AMEND CALIFORNIA CODE OF REGULATIONS (CCR) SECTION 2620.5 (REQUIREMENTS FOR AN APPROVED EXTENSION CERTIFICATE PROGRAM)

1. Review Office of Administrative Law (OAL) Disapproval Decision for CCR Section 2620.5

2. Action to Address OAL Disapproval Decision for CCR Section 2620.5

Agenda Item F.1

REVIEW OFFICE OF ADMINISTRATIVE LAW (OAL) DISAPPROVAL DECISION FOR CCR SECTION 2620.5

The LATC established the original requirements for an approved extension certificate program based on university accreditation standards from the Landscape Architectural Accreditation Board (LAAB). These requirements are outlined in CCR section 2620.5. In 2009, LAAB implemented changes to their university accreditation standards. Prompted by the changes made by LAAB, LATC drafted updated requirements for an approved extension certificate program and recommended the Board authorize LATC to proceed with a regulatory change. The Board approved the regulatory change and staff filed a regulatory proposal to amend CCR section 2620.5 with OAL on June 22, 2012.

At its January 23-24, 2012 meeting, the LATC appointed the University of California Extension Certificate Program Task Force, which was charged with developing the procedures for the review of the extension certificate programs, and conducting reviews of the programs utilizing the new procedures. The Task Force met on June 27, 2012, October 8, 2012, and November 2, 2012. As a result of these meetings, the Task Force recommended additional modifications to the pending regulatory proposal for CCR section 2620.5 to further update the regulatory language with LAAB guidelines and LATC goals.

At the November 14, 2012 LATC meeting, the LATC approved the Task Force's recommended modifications to CCR section 2620.5, with an additional edit. At the January 24-25, 2013 LATC meeting, the LATC reviewed public comments regarding the proposed changes to CCR section 2620.5 and agreed to remove two proposed modifications to the language to address the public comments. The Board approved adoption of the modified language for CCR section 2620.5 at its March 7, 2013 meeting. The final rulemaking file for CCR section 2620.5 was submitted to OAL on May 31, 2013.

On July 17, 2013, OAL issued a "Decision of Disapproval of Regulatory Action" on the rulemaking file for CCR section 2620.5, citing deficiencies in the rulemaking file relating to the necessity standard of Government Code section 11349.1. The LATC is asked to review the attached "Decision of Disapproval of Regulatory Action" for the rulemaking file for CCR section 2620.5.

State of California
Office of Administrative Law

In re:
California Architects Board

Regulatory Action: Title 16
California Code of Regulations

Adopt sections:
Amend sections: 2620.5
Repeal sections:

DECISION OF DISAPPROVAL OF REGULATORY ACTION

Government Code Section 11349.3

OAL File No. 2013-0531-01S

SUMMARY OF REGULATORY ACTION

The California Architects Board (Board) proposed this regulatory action to amend title 16, California Code of Regulations, section 2620.5, which is the sole regulation that governs extension certificate programs for landscape architects. One way that an applicant for licensure as a landscape architect can fulfill educational requirements is by successful completion of an extension certificate program that is recognized and approved by the Board pursuant to the provisions of Section 2620.5. The provisions of Section 2620.5 were initially established by the Landscape Architects Technical Committee (LATC), a statutory committee under the purview of the Board, and adopted by the Board to mirror standards established by an organization called the Landscape Architectural Accreditation Board in a publication titled *Accreditation Standards and Procedures* (LAAB Standards). The LAAB Standards are used nationally for accrediting college and university degree programs in landscape architecture. The proposed amendments are intended to update Section 2620.5 to conform to updates made to the LAAB Standards published by the Landscape Architectural Accreditation Board on February 6, 2010 (2010 LAAB Standards).

DECISION

On May 31, 2013, the Board submitted the above-referenced regulatory action to the Office of Administrative Law (OAL) for review in accordance with the Administrative Procedure Act (APA). On July 15, 2013, the OAL notified the Board of the disapproval of this regulatory action for failure to comply with the necessity standard of Government Code section 11349.1.

DISCUSSION

The adoption of regulations by the Board must satisfy requirements established by the part of the APA that governs rulemaking by a state agency. Any regulation adopted by a state agency to implement, interpret, or make specific the law enforced or administered by it, or to govern its

procedure, is subject to the APA unless a statute expressly exempts the regulation from APA coverage. (Gov. Code, sec. 11346.)

Before any regulation subject to the APA may become effective, the regulation is reviewed by OAL for compliance with the procedural requirements of the APA and for compliance with the standards for administrative regulations in Government Code section 11349.1. Generally, to satisfy APA standards, a regulation must be legally valid, supported by an adequate record, and easy to understand. In this review, OAL is limited to the rulemaking record and may not substitute its judgment for that of the rulemaking agency with regard to the substantive content of the regulation. This review is an independent check on the exercise of rulemaking powers by executive branch agencies intended to improve the quality of regulations that implement, interpret, and make specific statutory law, and to ensure that the public is provided with a meaningful opportunity to comment on regulations before they become effective.

NECESSITY

OAL must review regulations for compliance with the necessity standard of Government Code section 11349.1, subdivision (a)(1). Government Code section 11349, subdivision (a), defines necessity as follows:

> (a) "Necessity" means the record of the rulemaking proceeding demonstrates by substantial evidence the need for a regulation to effectuate the purpose of the statute, court decision, or other provision of law that the regulation implements, interprets, or makes specific, taking into account the totality of the record. For purposes of this standard, evidence includes, but is not limited to, facts, studies, and expert opinion.

To further explain the meaning of substantial evidence in the context of the necessity standard, subdivision (b) of section 10 of title 1 of the California Code of Regulations provides:

> (b) In order to meet the "necessity" standard of Government Code section 11349.1, the record of the rulemaking proceeding shall include:
> (1) a statement of the specific purpose of each adoption, amendment, or repeal; and
> (2) information explaining why each provision of the adopted regulation is required to carry out the described purpose of the provision. Such information shall include, but is not limited to, facts, studies, or expert opinion. When the explanation is based upon policies, conclusions, speculation, or conjecture, the rulemaking record must include, in addition, supporting facts, studies, expert opinion, or other information. An "expert" within the meaning of this section is a person who possesses special skill or knowledge by reason of study or experience which is relevant to the regulation in question.

In order to provide the public with an opportunity to review and comment upon an agency's perceived need for a regulation, the APA requires that the agency describe the need for the regulation in the initial statement of reasons. (Gov. Code, sec. 11346.2, subd. (b).) The initial

statement of reasons must include a statement of the specific purpose for each adoption, amendment, or repeal, and the rationale for the determination by the agency that each regulation is reasonably necessary to carry out the purpose for which it is proposed or, simply restated, "why" a regulation is needed and "how" this regulation fills that need. (Gov. Code, sec. 11346.2, subd. (b)(1).) The initial statement of reasons must be submitted to OAL with the initial notice of the proposed action and made available to the public during the public comment period, along with all the information upon which the proposal is based. (Gov. Code, sec. 11346.2, subd. (b) and sec. 11346.5, subds. (a)(16) and (b).) In this way the public is informed of the basis of the regulatory action and may comment knowledgeably.

The initial statement of reasons in this regulatory action did not describe the need for each amended regulatory provision that deviated from the updated 2010 LAAB Standards of which this regulatory action was based. (Any such deviations from the 2010 LAAB Standards will be referred to as amended regulatory provisions for purposes of this discussion.) The initial statement of reasons states that the provisions of section 2620.5 need to be updated to conform to the 2010 LAAB Standards; however, it needs to provide more than this. The problem, administrative requirement, or other condition or circumstance that each amended regulatory provision is intended to address must be identified. In addition, information must be included that explains why each amended regulatory provision is needed to carry out the described purpose of the regulatory provision.

The initial statement of reasons only provides background information on the development and administration of section 2620.5, including the genesis of section 2620.5 from earlier LAAB standards, followed by a brief statement that the earlier LAAB Standards had been updated and a list of the proposed amendments to section 2620.5 that contain only brief, conclusory statements describing what the proposed amendments are, not why they are needed. Additionally, the Board modified the proposed regulatory text in a 15-day notice of availability that took place from November 30, 2012 to January 9, 2013. But there is no necessity provided for these additional modifications anywhere in the rulemaking record. Furthermore, before this regulatory action is resubmitted to OAL, the Board must draft a statement of reasons to add to the rulemaking record to correct the lack of necessity in the initial statement of reasons. The Board may make additional modifications to the proposed regulatory text in another 15-day notice of availability, which the Board must approve, to clarify issues that become apparent while drafting this statement of reasons. The Board must provide necessity for all of the regulatory amendments to section 2620.5 upon resubmittal of this regulatory action to OAL.

Government Code section 11347.1 requires this statement of reasons, which will provide the necessity missing from the initial statement of reasons and from the rulemaking record, to be made available to the public for at least 15 days prior to the Board's adoption, amendment or repeal of the regulations. Moreover, any comments made in relation to the supplemental statement of reasons or modifications to the text must be summarized and responded to in the final statement of reasons. (Gov. Code, secs. 11346.8, subd. (c) and 11347.1, subd. (d).)

The Board's demonstration of the need for the amended regulatory provisions is basic to a complete understanding of the proposed regulations. Without an adequate showing of necessity for each amended regulatory provision, OAL cannot be certain of what effect the Board intended

regarding the amended regulatory provisions. OAL must therefore reserve the right upon resubmittal of this regulatory action to conduct a review of these regulations for compliance with all of the substantive standards of Government Code section 11349.1 until such time as an adequate statement of reasons is submitted with the rulemaking record.

CONCLUSION

For the reason set forth above, OAL has disapproved this regulatory action. If you have any questions, please contact me at (916) 323-6809.

Date: July 17, 2013

Richard L. Smith
Richard L. Smith
Senior Counsel

FOR: DEBRA M. CORNEZ
Director

Original: Douglas McCauley
Copy: John Keidel

Agenda Item F.2

ACTION TO ADDRESS OAL DISAPPROVAL DECISION FOR CCR SECTION 2620.5

On July 17, 2013, OAL issued a "Decision of Disapproval of Regulatory Action" on the rulemaking file for CCR section 2620.5 (Requirements for an Approved Extension Certificate Program), citing deficiencies in the rulemaking file relating to the necessity standard of Government Code section 11349.1. Although the rulemaking file was disapproved by OAL, the provisions in section 11349.4 allow the LATC to address any deficiencies identified and resubmit the rulemaking file to OAL within 120 days of receiving the disapproval decision.

After receiving the disapproval decision from OAL, staff met with Department of Consumer Affairs (DCA) legal counsel to discuss the deficiencies that were identified in the rulemaking file. As a result of this discussion, it was determined that, in order to thoroughly address the deficiencies identified by OAL, 120 days will likely be an insufficient amount of time to analyze the existing proposed language for suggested modifications, develop justification for the suggested modifications, obtain Board approval of the proposed language, and process the rulemaking file through DCA.

Based upon the OAL disapproval decision, staff recommends initiating a new regulatory package to amend CCR section 2620.5, and not pursue a resubmission of the pending rulemaking file. Staff recommends analyzing the proposed modifications to CCR section 2620.5, along with the information in the OAL "Decision of Disapproval of Regulatory Action," to develop regulatory language with sufficient justification that will meet OAL standards. The LATC is asked to direct staff to take action per these recommendations.

Agenda Item G

REVIEW AND POSSIBLE ACTION ON PROPOSED REGULATIONS TO AMEND CCR SECTION 2610 (APPLICATION FOR EXAMINATION)

CCR section 2610 (Application for Examination) requires candidates who wish to register for the Landscape Architect Registration Examination (LARE) to file their application with the LATC 70 days prior to their requested examination date. This requirement was established in 1998 when the licensing examination was partially administered by the LATC and it allowed the LATC preparation time for the administration. In August 2004, the Council of Landscape Architectural Registration Boards (CLARB) began administering sections A, B, and D of the five-section LARE; however, LATC continued to administer sections C and E.

In December 2009, CLARB began administering all five sections of the LARE, and in 2012 eliminated the graphic portion of the examination, reducing the lead time for applications to be reviewed by LATC prior to the examination date. Currently, LATC needs approximately four to six weeks to process an application for eligibility.

Staff recommends changing the 70-day filing requirement to 45 days to allow candidates more time to register for sections of the LARE. The LATC is asked to consider staff's recommendation regarding LARE application deadlines as outlined in CCR section 2610, and take possible action.

ATTACHMENT:
Proposed Language for CCR Section 2610

CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
PROPOSED LANGUAGE

Amend Section 2610 of Division 26 of Title 16 of the California Code of Regulations to read as follows:

§ 2610. Application for Examination.

(a) Application for examination shall be made upon the form provided by the Board, accompanied by such evidence, statements, or documents as therein required.

(b) The application shall be filed with the Board at its office in Sacramento, California at least forty-five~~seventy~~ (45~~70~~) days prior to the date of the examination which the applicant wishes to take and shall be accompanied by the fee required by Section 5681(a) of the Code. Refunds of fees to applicants who are found to be ineligible to take the examination shall be made in accordance with Section 158 of the Code.

NOTE: Authority cited: Section 5630, Business and Professions Code. References cited: Sections 5650 and 5651 Business and Professions Code.

Agenda Item H

REVIEW AND POSSIBLE ACTION ON PROPOSED REGULATIONS TO AMEND CCR SECTION 2649 (FEES)

At the January 24-25, 2013 Landscape Architects Technical Committee (LATC) meeting, Department of Consumer Affairs (DCA) Budget Office staff provided a budget presentation to the LATC. In this presentation, the LATC fund balance of 19.5 months in reserve was discussed in context with Business and Professions Code (BPC) section 128.5 (Reduction of License Fees in Event of Surplus Funds), which requires funds to be reduced if an agency has 24 months of funds. As a result of this discussion, LATC asked staff to consult with DCA to determine if license fees could be reduced for one renewal cycle and to explore additional ways of addressing the fund balance to comply with BPC 128.5.

Staff met with DCA Budget Office staff and legal counsel to explore options and a license renewal fee reduction from $400 to $220 was recommended in addition to a negative budget change proposal to reduce LATC's spending authority by $200,000. These recommendations take into consideration the increased expenses for the California Supplemental Examination development cycle, occupational analysis, University of California Extension Certificate Program reviews, and a fully staffed program with an additional position (Office Technician). In order to reduce the license renewal fees for one renewal cycle, a regulatory change proposal to amend CCR section 2649 (Fees) is necessary.

At the May 22, 2013 LATC meeting, the members approved the proposed temporary fee reduction, reducing license renewal fees for one renewal cycle beginning in fiscal year 2015/2016 from $400 to $220. The LATC is asked to review and approve the proposed language to amend CCR section 2649.

ATTACHMENT:
Proposed Language to Amend CCR Section 2649

Attachment H

CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
PROPOSED LANGUAGE

Amend Section 2649 of Division 26 of Title 16 of the California Code of Regulations to read as follows:

§ 2649. Fees.

The fees for landscape architect applicants and landscape architect licensees shall be fixed by the Board as follows:

(a) The fee for reviewing an eligibility application or an application to take the California Supplemental Examination is $35.

(b) The fee for the California Supplemental Examination is ~~$225. On or after July 1, 2009, the fee for the California Supplemental Examination is~~ $275.

(c) The fee for a duplicate license is $15.

(d) The penalty for late notification of a change of address is $50.

(e) The fee for an original license is ~~$300. For licenses issued on or after July 1, 2009, the fee for original license shall be~~ $400.

(f) The fee for a biennial renewal is ~~$300. For licenses expiring on or after July 1, 2009, the fee for a biennial renewal shall be~~ $400. For licenses expiring on July 1, 2015, through June 30, 2017, the fee for biennial renewal shall be $220. For licenses expiring on or after July 1, 2017, the fee for biennial renewal shall revert back to $400.

NOTE: Authority cited: Section 5630, Business and Professions Code. Reference cited: Section 5681, Business and Professions Code.

Agenda Item I

REVIEW AND APPROVE EXCEPTIONS AND EXEMPTIONS TASK FORCE RECOMMENDATIONS REGARDING BUSINESS AND PROFESSIONS CODE SECTION 5641 (CHAPTER EXCEPTIONS, EXEMPTIONS)

The Exceptions and Exemptions Task Force is charged with determining how the Landscape Architects Technical Committee (LATC) can ensure clarity about BPC section 5641 (Chapter Exceptions, Exemptions), and ensure that these provisions protect the public.

During its first meeting on May 24, 2012, the Task Force discussed its charge and noted that it could include investigating possible changes to BPC section 5641. At the conclusion of the meeting, members were asked to submit information to be reviewed and considered at the next meeting.

At the October 18, 2012 meeting, the Task Force members provided information to assist in their discussion on how LATC can ensure clarity regarding BPC section 5641. During this meeting, a question was posed regarding the phrase "as required by law" contained in BPC section 5641. The Task Force recommended that Don Chang, Legal Counsel, provide LATC with a legal opinion on BPC section 5641. On November 14, 2012, the LATC approved the Task Force's recommendation.

In May 2013, Mr. Chang provided the requested legal opinion to LATC, which was accepted at its May 22, 2013 meeting. The LATC requested the Task Force convene a final meeting to review the legal opinion, complete its charge, and report to LATC at its next meeting.

The Task Force held a meeting on July 23, 2013. At this meeting, the Task Force approved a motion that BPC section 5641 is sufficiently clear and does not need modification. Although the Task Force approved a motion that BPC section 5641 is sufficiently clear, they agreed that the public would benefit by having further interpretation and specificity regarding terminology used within the section. For example, the Task Force members discussed the terms "conceptual design," "drawings," "landscape features," and "tangible objects" and agreed that they could be interpreted in a variety of ways. Based upon this discussion, the Task Force approved a motion to recommend to the LATC that it consider providing further interpretation and specificity regarding the terminology used in BPC section 5641. The Task Force also recommended that any interpretation provided by the LATC should be made available to the public in an effort to provide education and outreach. At today's meeting, Linda Gates, Task Force Chair, will provide an update on the Exceptions and Exemptions Task Force.

Agenda Item J

REVIEW TENTATIVE SCHEDULE AND CONFIRM FUTURE LATC MEETING DATES

<u>August 2013</u>		
19-30	Landscape Architect Registration Examination (LARE) Administration	Various
<u>September</u>		
2	*Labor Day*	*Office Closed*
12	Board Meeting	Burbank
26-28	Council of Landscape Architectural Registration Boards Annual Meeting	Minneapolis, MN
<u>November</u>		
7	LATC Meeting	Ontario
11	*Veteran's Day*	*Office Closed*
15-18	American Society of Landscape Architects Annual Meeting	Boston, MA
28-29	*Thanksgiving Holiday*	*Office Closed*
<u>December</u>		
2-14	LARE Administration	Various
5-6	Board Meeting	Santa Barbara
25	*Christmas*	*Office Closed*
<u>January 2014</u>		
TBD	LATC Meeting	TBD
1	*New Year's Day*	*Office Closed*
20	*Martin Luther King Jr. Holiday*	*Office Closed*
<u>February</u>		
17	*President's Day*	*Office Closed*
<u>March</u>		
19-30	LARE Administration	Various
31	*Cesar Chavez Day*	*Office Closed*

Agenda Item K

ADJOURNMENT

Time: _____