

## **SUMMARY REPORT - FINAL**

### **CALIFORNIA ARCHITECTS BOARD Landscape Architects Technical Committee**

September 1, 2010  
Sacramento, California

&

Various Teleconference Locations

#### LATC Members Present

Christine Anderson, Vice Chair  
Andy Bowden (via teleconference)  
David Allen Taylor, Jr. (via teleconference)

#### LATC Member Absent

Stephanie Landregan, Chair

#### Staff Present

Doug McCauley, Executive Officer, California Architects Board (CAB)  
Don Chang, Legal Counsel, Department of Consumer Affairs (DCA)  
Trish Rodriguez, Program Manager, Landscape Architects Technical Committee (LATC)  
Carmen Alexander, Examination Coordinator, LATC  
Marina Karzag, Special Projects Coordinator, LATC  
Terri Villareal, Enforcement Coordinator, LATC  
Angelica Franco, Licensing Coordinator, LATC

#### Guests Present

Pamela Berstler, Legislative Chair, California Chapter, Association of Professional Landscape Design (APLD) (via teleconference)  
Denise De Anza, University of San Diego School of Law's Center for Public Interest Law (via teleconference)  
Kimberly Kirchmeyer, Deputy Director for Board and Bureau Relations, DCA  
Marilee Kuhlmann, Legislative Office for the Greater Los Angeles District, APLD (via teleconference)

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

The LATC Chair Stephanie Landregan was absent, therefore, Christine Anderson, the LATC Vice Chair, called the meeting to order at 9:15 a.m. Ms. Anderson then called roll. Three members of the LATC were present, thus a quorum was established.

Ms. Anderson discussed the letter sent to the LATC from APLD, which included an overview of the discussions that took place at the last LATC meeting on July 28, 2010. Ms. Anderson pointed out that the LATC is currently drafting a response letter.

Ms. Anderson asked the Committee members to confirm their availability for the November 10, 2010, LATC meeting. The members confirmed the November 10<sup>th</sup> meeting date in Sacramento.

There were no public comments.

**B. Department of Consumer Affairs Director’s Report**

Kimberley Kirchmeyer reported that DCA is still moving forward with the Consumer Protection Enforcement Initiative and the Licensing Reform Project. She also reported that the BreEZe project is on target for completion and is currently in the procurement process. She stated that DCA is having vendors review the system requirements with Subject Matter Experts (SME) from the boards and bureaus.

Ms. Kirchmeyer confirmed that boards and bureaus will have the ability to receive electronic payments prior to the BreEZe project implementation, which most likely will not take place for at least two years.

Ms. Kirchmeyer explained that the BreEZe project has formed two work groups: one for form revisions and the other for data conversion. She further explained that the forms revision group is working on standardizing the forms for all boards and bureaus to increase efficiency and lower costs. She also commented that the data conversion process is the most difficult aspect of the project, which is why DCA has asked all boards and bureaus to provide SMEs to collaborate with DCA on this project.

Ms. Kirchmeyer stated that DCA will be sending a follow-up notice on the July 27<sup>th</sup> Board Members Training to the meeting participants that lists board/committee member responsibilities.

Ms. Kirchmeyer mentioned the Governor’s Directive to halt all new DCA hires and that DCA is expecting to receive further information on the directive from the Department of Personnel Administration.

Andy Bowden asked about the re-appointments of the two LATC members that are currently serving their one-year grace period. Ms. Kirchmeyer responded that she does not know if the directive will be in place after the budget passes. Ms. Kirchmeyer also pointed out that when the two Committee members’ term grace periods expire in June 2011, there will be a new

Administration, which adds to the uncertainty of how the Committee members' re-appointments will be handled.

Doug McCauley noted that the document Ms. Kirchmeyer previously mentioned that lists job descriptions and responsibilities states that board and committee members are expected to actively participate in national association affairs; however, travel has recently been suspended for board and committee members. Furthermore, he mentioned that when travel is approved, members usually are expected to attend a four-day annual conference, a two-day spring regional meeting and serve on at least one committee, which could add up to approximately 10-12 business days of expected participation. Ms. Kirchmeyer acknowledged that committee members may be required to contribute numerous hours of participation in addition to the quarterly meetings and DCA wants to make sure members are aware of this commitment.

### **C. Approve July 28, 2010, LATC Meeting Summary Report**

Ms. Anderson requested clarification of the intent of her statement in the 5<sup>th</sup> paragraph on page 4 of the July 28, 2010, Meeting Summary Report. She asked that the report be modified to state that in order to ensure the public's safety and ensure compliance with the law, the examination is designed so that at least minimally competent individuals become licensed and enter into the profession.

Ms. Anderson also pointed out that the 4<sup>th</sup> sentence in paragraph 5 on page 4 of the July 28, 2010, Meeting Summary Report should specify that CAB's proposal to increase fees was in reference to its licensing fees.

- **David Taylor moved to approve the July 28, 2010, LATC Meeting Summary Report with the revisions as noted on page 4.**
- **Andy Bowden seconded the motion.**
- **The motion passed 3-0.**

### **D. Review and Approve Draft 2010 Sunset Review Report**

Mr. McCauley provided an overview of all of the changes made to the draft 2010 Sunset Review Report since the last Committee meeting on July 28, 2010, and reviewed all seven issues contained within Part II of the Sunset Review Report.

The Committee reviewed the report and discussed several minor edits.

- **Christine Anderson moved to approve the Draft 2010 Sunset Review Report as amended.**
- **David Taylor seconded the motion.**
- **The motion carried 3-0.**

Mr. McCauley explained the Sunset Review process to the Committee and the expected hearing dates. He confirmed that he will present at the first hearing, which will most likely be in December, along with the LATC Chair and the LATC Program Manager. He said the second

hearing will probably be held in February and the third hearing sometime in the spring. He noted that the final outcome of the Sunset Review will be written into a bill and undergo the legislative process.

### **Adjourn**

- **Andy Bowden moved to adjourn.**
- **David Taylor seconded the motion.**
- **The motion carried 3-0**

The meeting adjourned at 10:22 a.m.