

SUMMARY REPORT - FINAL

CALIFORNIA ARCHITECTS BOARD
Landscape Architects Technical Committee

October 22, 2009
California State Polytechnic University, Pomona
Pomona, California

LATC Members Present

Andy Bowden, Chair
Christine Anderson
Stephanie Landregan
David Allan Taylor, Jr. (arrived at 9:50 a.m.)

Liaisons Present

Iris Cochlan, California Architects Board Liaison

Staff Present

Doug McCauley, Executive Officer, California Architects Board
Mary Ann Aguayo, Program Manager, LATC
Don Chang, Legal Counsel, Department of Consumer Affairs
Carmen Alexander, Examination Coordinator, LATC
Angelica Franco, Licensing Coordinator, LATC
Ethan Mathes, Special Project Analyst, LATC
Terri Villareal, Enforcement Coordinator, LATC

Guests Present

J.E. Becerra, Faculty, California State Polytechnic University, Pomona (Cal Poly Pomona)
Scott Goodman, Faculty, Cal Poly Pomona
Baxter Miller, California Council of the American Society of Landscape Architects
Kenneth Nakaba, Faculty, Cal Poly Pomona
Braden Patterson, Faculty, Cal Poly SLO
Bhavani Peescipati, Center for Public Interest Law
Gerald Taylor, Faculty, Cal Poly Pomona
Noel Vernon, Faculty, Cal Poly Pomona
Andy Wilcox, Faculty, Cal Poly Pomona

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

The Landscape Architects Technical Committee (LATC) Chair Andy Bowden called the meeting to order at 9:35 a.m. LATC Program Manager Mary Ann Aguayo called roll. Three members of the LATC were present and thus a quorum was established. David Allan Taylor, Jr. arrived at 9:50 a.m.

The LATC discussed a letter in the agenda materials from Thomas Brown regarding his concern with licensure fee increases. They agreed that, in addition to seeking input from constituents, there was a healthy debate prior to increasing licensure fees. Mr. Bowden requested staff to draft a response letter to Mr. Brown. Ms. Aguayo suggested adding a reminder to subscribe to the LATC’s email list to license renewal applications. The LATC agreed.

The LATC also discussed an email from Gary Karner regarding contract requirements in Business and Professions Code section 5616. Christine Anderson remarked she has observed contract deficiencies in her review of various enforcement cases. Mr. Bowden requested it is noted in the record that while the statute does not require a contract for landscape architectural services consumers may still want to obtain contracts for these services.

B. Approve April 20, 2009 LATC Summary Report

Ms. Aguayo suggested modifying the wording in agenda Item F, page 4 in order to clarify the LATC’s discussion of the issue to indicate whom is best apt to monitor and prepare students to become licensed.

- **Stephanie Landregan moved to approve the April 20, 2009 LATC Summary Report as amended.**
- **Christine Anderson seconded the motion.**
- **The motion carried 4-0.**

C. Program Manager’s Report

Ms. Aguayo reported the LATC office is now closed three days a month due to the Governor’s furlough, which has impacted LATC’s staff work and preparation; the Department of Consumer Affairs (DCA) is working on accepting electronic payments as a short term solution in lieu of a larger DCA project involving online payment and licensure; the Examination Coordinator went through all candidate files five years and older and purged the files of applicants that did not request and interest in continuing to pursue licensure; the contract for the Council of Landscape Architectural Registration Boards (CLARB) to administer all sections of the Landscape Architectural Registration Examination (LARE) is now in force, and; the secure electronic transfer of eligible candidate data to CLARB has been set up. Ms. Aguayo further informed the members that LATC staff has developed two surveys; one survey is available online, and the other is mailed with closure letters on enforcement cases.

Ms. Landregan inquired about the LATC effort to track candidate performance. Ms. Aguayo reported that the automated tracking system (ATS) candidate tracking project was recently completed and reports can be extracted, although with much difficulty. Ms. Anderson noted candidate tracking is important as a product of the last LATC Sunset Review and will provide valuable information. Doug McCauley provided an overview of Senate Bill (SB) 638; this bill will restructure the sunset review process for DCA's boards. Ms. Aguayo reported SB 821 was approved and signed by the Governor requiring reciprocity licensure candidates to meet the same experience requirements of California licensure candidates. The change to Business and Professions Code Section 5651 will take effect January 1, 2010.

D. Report on Council of Landscape Architectural Registration Boards (CLARB)

Mr. Bowden, on behalf of the LATC, thanked Ms. Landregan for her service to CLARB and Region V. Ms. Landregan stated that she felt new leadership is making CLARB more member service oriented by conducting workshops at the annual meeting. She advised that other topics covered at the annual meeting included roundtable discussions incorporating constituent issues and perspectives, Member Board Executives as change agents, CLARB moving forward with an emphasis as a service to its members, and that CLARB has contracted with a consultant to initiate a three phase process to complete an occupational task analysis.

Ms. Aguayo highlighted details on the CLARB stakeholder research project. She further reported that the CLARB occupational survey contract is in place and LATC staff is in contact with CLARB to tie into this analysis and possibly include California. Ms. Anderson suggested encouraging California licensees to participate in CLARB's occupational survey and to request from CLARB that they increase the percentage of California participants in the survey. Ms. Aguayo agreed to communicate this need to CLARB.

E. Final Update on July 1, 2008 – June 30, 2009 Strategic Plan – Action Plan

- **Christine Anderson moved to approve the July 1, 2008 – June 30, 2009 Strategic Plan – Action Plan.**
- **Stephanie Landregan seconded the motion.**
- **The motion carried 4-0.**

F. Update on July 1, 2009 – June 30, 2010 Strategic Plan – Action Plan

Mr. McCauley noted there may be Sunset hearings in 2010 and that the LATC should be mindful of preparing for its Sunset Review and plan to include the California Council of the American Society of Landscape Architects (CCASLA) in any further action regarding Sunset Review. The LATC agreed to be mindful of the pending Sunset Review and continue involvement in the process.

Mr. Bowden suggested adding the Action Plan – Regulation and Enforcement item regarding the definition of “tangible object” to the January 2010 meeting agenda. The LATC agreed.

Ms. Aguayo reported that the Action Plan – Professional Qualifications item pertaining to candidate tracking has taken effect and candidates are now tracked using ATS; however that ATS measures candidate data beginning January 2008. She reported that staff are working on developing a Microsoft Access candidate database to capture current candidates' full history and simplify the candidate tracking report structure. Mr. Bowden asked about the Action Plan – Professional Qualifications item concerning Education Subcommittee recommendation of developing criteria and recommended curriculum for Associate degrees. Ms. Anderson remarked that progress on this item should begin once the education and experience requirements are modified, and recognized that the Governor's furloughs have impacted staff workload. Mr. Bowden stated that he and Steve Lang would address the Action Plan – Public and Professional Awareness item regarding implementing the Communications Plan top priorities. David Taylor volunteered to chair a Communications Subcommittee. Ms. Landregan also volunteered to be a part of the subcommittee.

Mr. Bowden requested an update from Baxter Miller on the Action Plan – Organizational Relationships item regarding the CCASLA's effort with the Division of the State Architect (DSA) to allow landscape architect stamping of plans. Mr. Miller stated that CCASLA has formed a subcommittee in order to work with DSA but there has been no progress at this time; however, there is interest in this issue at the American Society of Landscape Architects but budget challenges may push this particular issue behind other topics.

Ms. Landregan requested clarification on Action Plan – Organizational Effectiveness item regarding updating the LATC Administrative Procedures Manual. Mr. McCauley explained this is an internal informational document outlining office policy on items such as travel and board appointments. Mr. McCauley advised the LATC to keep the impact of staff furloughs to the Action Plan workload in mind during the next Strategic Planning meeting.

G. Annual Enforcement Report and Update

Ms. Aguayo reported there is a renewed emphasis by the DCA and State and Consumer Services Agency on enforcement activities and that LATC's average days per enforcement action (342 days) is below the DCA's stated goal (between 12-18 months).

H. Annual Budget and Projection Reports

Ms. Aguayo provided an overview of the budget processes and stated that staff has made an effort to ensure the budget items accurately align with actual expenses. She advised that the budgeted examination expenditures will have to be adjusted due to contracting the LARE to CLARB. Additionally, the budget does not reflect recent budget limitations such as furloughs and contract freezes. Ms. Aguayo reminded the LATC that the enforcement budget line item does not accurately state all costs associated with enforcement and gave personnel costs as an example of costs not included. More accurate figures will be updated for Sunset Review purposes. Ms. Landregan requested staff compile all pertinent enforcement expenditures and report back to the LATC by May 2010.

I. Discussion with California State Polytechnic University, Pomona Faculty on Current Activities

The LATC, staff and California State Polytechnic University, Pomona (Cal Poly Pomona) faculty introduced themselves. Mr. Bowden conveyed to the assembled faculty that the goal of this discussion is to develop a rapport with the faculty, obtain feedback from them, and also strengthen the relationship between students, faculty and the LATC. Ms. Aguayo reported on recent changes in the administration of the LARE.

The faculty expressed that while they would like to see students gain licensure, students may not view licensure as prevalent a goal as in the past. Students recognize the economic benefits of licensure but also seek other alternatives with their landscape architecture degree. Further, students may not always know about the requirements to attaining licensure. The faculty offered that courses on professional practice could be provided sooner than currently offered, and agreed with Mr. Bowden that allowing eligibility for the LARE multiple-choice sections immediately after graduation may help capture student interest. Some faculty members noted that they do teach about the LATC role; however which students receive the information depends on what stage they are at within the degree program.

The LATC observed that pass rates for the LARE are slightly lower in California versus national pass rates. The faculty remarked that the national practice of landscape architecture may differ from the practice in California so it is important to know for which standard the LARE tests. Further, students might not see landscape architecture as a defined professional activity. Upon inquiry from Mr. Bowden, the faculty commented that the student outreach activities have been helpful and that they would be willing to meet with other educators to discuss landscape architecture issues.

J. Update and Report from Sunset Review Subcommittee

Mr. McCauley reported the Legislature is moving forward to define the Sunset Review process and that some reviews may begin in 2010. Mr. Bowden suggested Sunset Review Committee members discuss pending Sunset Review issues; Ms. Landregan agreed to follow up on this point and meet with Dennis Otsuji the other member of the Sunset Review Subcommittee. Ms. Landregan added that the LATC should note in the Sunset Review update its recent meetings with faculty along with the LATC and the Board's participation in one another's meetings.

K. Review and Approve Recommended Changes to California Code of Regulations section 2620.5 Requirements for an Approved Extension Certificate Program

Mr. Bowden provided an overview of the Landscape Architectural Accreditation Board's (LAAB) changes to accreditation standards and the recommended staff changes to extension program review standards. The LATC discussed the staff recommendations and agreed to continue this discussion in a task group. Ms. Anderson volunteered to chair the task group and suggested adding Linda Gates, who headed up one of the last LATC extension reviews. Additionally, the task group would meet prior to the Strategic Planning meeting with the intent

of providing draft language at the January 2010 meeting. The LATC requested adding an educator and/or LAAB representative to the task group. Don Chang stated that the current regulation was adopted as a temporary means in order to allow the LATC to acknowledge and provide credit to extension program certificate holders several years ago. He stated that the regulation must provide detailed standards by which the extension programs are reviewed.

- **Stephanie Landregan moved to forward the review of extension program standards for recommendation to a task group.**
- **David Taylor seconded the motion.**
- **The motion carried 4-0.**

L. Review and Approve Updated Model Water Efficient Landscape Ordinance Frequently Asked Questions

Ms. Landregan suggested adding a question to the frequently asked questions draft explaining local water ordinances versus the Model Water Efficient Landscape Ordinance and to which standard an individual would be required to follow. The LATC requested adding a question related to whether a licensed landscape architect is allowed to perform irrigation audits under the new ordinance.

- **Stephanie Landregan moved approve the Model Water Efficient Landscape Ordinance Frequently Asked Questions as amended.**
- **David Taylor seconded the motion.**
- **The motion carried 4-0.**

M. Review Tentative Schedule and Confirm Future LATC Meeting Dates

LATC meetings tentatively scheduled:

January 20-21, 2010; University of California Berkeley

April 23, 2010; University of Southern California

July 23, 2010; location to be determined

October 22, 2010; location to be determined

Adjourn

- **Christine Anderson moved to adjourn.**
- **David Taylor seconded the motion.**
- **The motion carried 4-0.**

The meeting adjourned at 3:35 p.m.