

Landscape Architects Technical Committee

June 25, 2014

Sacramento, CA

NOTICE OF MEETING

June 25, 2014

10:00 a.m. – 3:00 p.m.

**Landscape Architects Technical Committee
2420 Del Paso Road, Sequoia Room
Sacramento, CA 95834**

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 John Kresha 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 March 20, 2014 LATC Summary Report
- C. Program Manager's Report
- D. Election of LATC Officers
- E. Occupational Analysis (OA) Report
 - 1. Review and Approve Results of the OA Presented by Office of Professional Examination Services (OPES)
 - 2. Discuss Upcoming Linkage Study Conducted by OPES
- F. Review and Consider Request for Re-Licensure
- G. Review and Approve Recommendation Regarding Fiscal Year (FY) 2013/2014 through FY 2014/2015 Strategic Plan Objective to Prepare 2016 Sunset Review Report
- H. Report on Council of Landscape Architectural Registration Boards (CLARB)
 - 1. Review and Approve Recommended Position on CLARB's Committee on Nominations Election Ballot
 - 2. Update on CLARB's 2014 Board of Directors Election, and Possible Action

- I. Discuss and Possible Action on University of California Berkeley Extension Certificate Program Curriculum Change
- J. Review Tentative Schedule and Confirm Future LATC Meeting Dates
- K. Adjourn

Please contact Trish Rodriguez 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.

Protection of the public shall be the highest priority for the Landscape Architects Technical Committee in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount. (Business and Professions Code section 5620.1)

Agenda Item A

CALL TO ORDER-ROLL CALL-ESTABLISHMENT OF A QUORUM

Roll is called by the Landscape Architects Technical Committee (LATC) Vice Chair or, in his/her absence, by an LATC member designated by the LATC Chair.

LATC MEMBER ROSTER

Andrew Bowden, Chair

David Allan Taylor, Jr., Vice Chair

Nicki Johnson

Stephanie Landregan

Katherine Spitz

CHAIR'S REMARKS

LATC Chair Andrew Bowden, or in his absence, the Vice Chair 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 their discretion.

Agenda Item B

APPROVE MARCH 20, 2014 LATC SUMMARY REPORT

The Landscape Architects Technical Committee (LATC) is asked to approve the attached March 20, 2014 LATC Meeting Summary Report.

SUMMARY REPORT

CALIFORNIA ARCHITECTS BOARD Landscape Architects Technical Committee

March 20, 2014
Sacramento, California

Landscape Architects Technical Committee (LATC) Members Present

Andrew Bowden, Chair
David Allan Taylor, Jr., Vice Chair
Nicki Johnson
Stephanie Landregan
Katherine Spitz

Staff Present

Trish Rodriguez, Program Manager, LATC
Don Chang, Assistant Chief Counsel, Department of Consumer Affairs (DCA)
Rebecca Bon, Legal Counsel, DCA
John Keidel, Special Projects Coordinator, LATC
Gretchen Kjose, Examination Coordinator, LATC
Matthew McKinney, Enforcement Officer, LATC

Guests Present

Christine Anderson, Chair, University of California (UC) Extension Certificate Program Task Force
David Binsacca, University of San Diego School of Law's Center for Public Interest Law
Cheryl Buckwater, Association of Professional Landscape Designers (APLD)
Elisa Chohan, Facilitation Specialist, DCA, Strategic Organization, Leadership and Individual Development (SOLID)
Corrine Fishman, Associate Governmental Program Analyst, DCA Board and Bureau Relations
Dalton LaVoie, California Council/American Society of Landscape Architects (CC/ASLA)
Amelia Lima, APLD
Sean O'Connor, BreEZe Project Manager, DCA
Robert de los Reyes, Budget Manager, DCA Budget Office
Tom Roy, Facilitation Specialist, DCA SOLID

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

Chair Andrew Bowden called the meeting to order at 8:30 a.m. and David Allan Taylor, Jr. called the roll. Five members of LATC were present, thus a quorum was established. Mr. Bowden noted that Agenda Item I will be addressed after Agenda Item C to accommodate a guest speaker. Trish Rodriguez noted that three additional public comments regarding Agenda Item I were received after the meeting packet was assembled, and the comments have been included as handouts in the meeting packet.

B. Approve November 7, 2013 LATC Summary Report

Mr. Bowden called for comments on the November 7, 2013 LATC Summary Report. Ms. Rodriguez noted that on page eight of the Summary Report under Agenda Item I, the phrase “Assembly Bill 637 (Atkins),” should instead read, “Assembly Bill 630 (Holden).” The Committee concurred with this revision.

- **Stephanie Landregan moved to approve the November 7, 2013 LATC Summary Report with the corrections on page eight, as noted.**

Nicki Johnson seconded the motion.

The motion carried 5-0.

C. Program Manager’s Report

Ms. Rodriguez announced that Don Chang will be retiring and this will be the final LATC meeting he will attend before retiring from State service. The Committee members thanked Mr. Chang for his contributions to the Board and LATC, and wished him well during his retirement. Mr. Chang expressed gratitude to the Committee members and commented that it has been a pleasure for him to serve as the Committee’s legal counsel.

Ms. Rodriguez presented the Program Manager’s Report. She said that the terms of office for Ms. Landregan, Ms. Johnson, and Mr. Taylor will expire on June 1, 2014, after which a one-year grace period will begin.

She addressed the status of the BreEZe Project, stating that staff will meet with the BreEZe Team in March 2014 to discuss preparations for the upcoming BreEZe transition, and to assess the workload associated with integrating the Workaround System (WAS) and LATC’s existing Legacy systems. She noted that a more detailed update on the status of the BreEZe Project will be provided under Agenda Item L.

She updated the Committee on outreach efforts, explaining that Ms. Landregan provided presentations at the University of Southern California on November 22, 2014, and California State Polytechnic University, Pomona (Cal Poly Pomona) on March 10, 2014. She said that Linda Gates provided a presentation at UC Davis on February 25, 2014, and staff are seeking a volunteer for an outreach presentation at UC Berkley on April 24, 2014.

Ms. Rodriguez updated the Committee on the status of LATC's proposed regulatory changes. She said that the "Notice of Proposed Changes to the Regulations" for Title 16, Division 26, California Code of Regulations section (CCR) 2610 (Application for Examination) was submitted to the Office of Administrative Law (OAL) on March 18, 2014, and staff anticipate OAL publishing the Notice on March 28, 2014. She reported that staff continues to redevelop the regulatory package for CCR 2620.5 (Requirements for an Approved Extension Certificate Program) that was previously disapproved by OAL in July 2013. She explained that staff met with Christine Anderson on February 21, 2014 to discuss justifications for the proposed changes to CCR 2620.5, and a new rulemaking file is being developed. She stated that the Notice for CCR 2649 (Fees) was published by OAL on February 7, 2014, and a public hearing regarding the proposal will be held on March 24, 2014. She reminded the Committee members that the regulatory proposal to amend CCR 2649 would implement a temporary reduction of the license renewal fee to comply with Business and Professions Code section (BPC) 128.5 and address LATC's fund condition.

Ms. Rodriguez reported that staff devoted a substantial amount of time to update the Records Retention Schedule (RRS) which was approved by the California Records and Information Management (CalRIM) Program on December 4, 2013. She noted that CalRIM is the agency that monitors and maintains all State agency records, and the new RRS expires on December 5, 2018.

She updated the Committee on efforts towards strategic plan objectives explaining that, in addition to the work staff has conducted on regulation changes, staff conducted extensive research on the reciprocity requirements of other states, and this topic will be further discussed in Agenda Item J. She said that staff also researched the topic of allowing training credit towards the eligibility requirements for the Landscape Architect Registration Examination (LARE) for teaching under a licensed landscape architect. She advised this topic is scheduled to be addressed at a future Committee meeting in Southern California to make more accessible for schools to attend. She also noted that staff are dedicating substantial resources towards working on the upcoming Sunset Review.

Ms. Rodriguez reported on updates to the LATC website, noting that in February 2014, staff sent a letter to licensees advising them that, per BPC 27, LATC will begin posting their complete address of record on the website in March 2014. In response to the letter, she said that staff received numerous address change requests, and LATC began posting the full address of record on the website on March 11, 2014.

She updated the Committee on efforts in the Examination Program, stating that the next LARE administration will occur on March 31, 2014 through April 12, 2014. She provided an update on the status of the Occupational Analysis (OA), noting that the last OA workshop convened in February 2014 and the Committee will further discuss the OA process under Agenda Item G.

She announced that John Kresha was recently hired for the Licensing/Administration Coordinator position and noted that recruitment efforts continue for the full-time Examination Coordinator position. She reminded the Committee that they are required to complete Defensive Driver Training and asked for the members to forward their certificates of completion to staff.

Ms. Rodriguez recalled that, at the November 7, 2013 LATC meeting, the Committee requested staff to include an update on the most recent Board meeting, and the agenda for the Board

meeting on February 26, 2014 at Cal Poly Pomona is included in the meeting packet. She reported that, at the last Board meeting, members of architectural schools participated in a discussion regarding a potential alternative pathway to licensure that would allow students to complete education and experience requirements concurrently, thus expediting the licensure process. Ms. Landregan remarked that such an alternative pathway to licensure would signify a major change in how the education component of licensure is viewed. She explained that one of the issues facing the profession of architecture is a fear among practitioners that licensure is not being encouraged in the academic sector, as evidenced by a significant amount of architecture program graduates who wait for a considerable amount of time after graduation before becoming licensed. She said that she recently attended a President's Council meeting of The American Institute of Architects where the topic of allowing internships to be integrated into architecture educational programs was discussed, and summarized that allowing students to gain education and experience concurrently could assist candidates in becoming licensed in a timely manner. She noted that if architecture schools implement internship programs that operate concurrently with their educational programs, related academic programs such as engineering and landscape architecture may want to consider implementing similar programs. Mr. Bowden said that he also attended the February 26, 2014 Board meeting, and observed that there seems to be many similarities between issues facing the Board and the LATC regarding topics related to education. He emphasized the importance of recognizing that the traditional educational model may not be as relevant as it used to be, due to the drastic way technology has changed the world. Ms. Landregan noted that educational programs should include curriculum that addresses the mandate for licensees to protect the public health, safety, and welfare, and educators should be encouraging students to pursue licensure. She suggested this topic be further discussed at the future LATC meeting to be held in Southern California, in conjunction with the discussion regarding training credit for teaching under a licensed landscape architect, in order to garner increased participation from educators in the discussion. The Committee members concurred with Ms. Landregan's suggestion.

I.* Review and Possible Action on University of California, Los Angeles (UCLA) Extension Certificate Program Site Review Team's Recommendation Regarding UCLA's Annual Report and Proposed Curriculum Change From Four to Three Years

Mr. Bowden directed the Committee to address Agenda Item I in order to accommodate the guest speaker, Christine Anderson. As the Program Administrator for the UCLA Extension Certificate Program (Program), Ms. Landregan recused herself from participation in discussion and voting on Agenda Item I due to a conflict of interest. Mr. Chang stated that although Ms. Landregan recused herself as a Committee member, she is still allowed to participate in the discussion in a public capacity. As a member of the UCLA Guidance Committee, Mr. Bowden also recused himself from participation in discussion and voting on Agenda Item I due to a conflict of interest. Mr. Taylor temporarily assumed Chair duties.

Ms. Rodriguez introduced Agenda Item I, explaining that in October 2013, LATC received a letter from the Program requesting LATC to approve their proposed curriculum change from four to three years, in accordance with the requirements of CCR 2620.5. In response to UCLA's request, she said that LATC reconvened the UCLA Site Review Team via teleconference on February 18, 2014 to review the proposed curriculum change. She said that after the Site Review Team met, staff reviewed the proposed curriculum change, conferred with DCA legal counsel, and determined the Program would still meet the requirements of CCR 2620.5 if the curriculum

change were to be implemented as proposed. She noted that LATC received public comments both supporting and opposing the proposed curriculum change. Mr. Taylor asked Ms. Anderson to advise the Committee on the discussion and concerns of the UCLA Site Review Team. Ms. Anderson recalled that on February 18, 2014, the UCLA Site Review Team consisting of Joseph Ragsdale, Jon Wreschinsky, and herself, held a meeting via teleconference to discuss the proposed curriculum change to the Program. Upon reviewing the proposal, she said the Team questioned the necessity for LATC to pre-approve such curriculum changes since the Program already received LATC approval through December 31, 2020. She explained that when the UCLA Site Review Team performed a site visit of the Program in April 2013, the Program representatives advised the Team that they were considering transitioning from a four-year to a three-year curriculum. In response, she said the Team told the Program representatives that the proposed curriculum change appeared to be acceptable and asked for further information regarding the transition, which the Program subsequently provided. She stated that it was appropriate for the Program to notify LATC of the proposed curriculum change because of its substantive nature; however, there is no data to evaluate the outcome of the proposed transition. She suggested that LATC should review the outcomes of curriculum changes, and not curriculum change proposals. She emphasized the importance for extension certificate programs to remain relatively autonomous from the LATC, and the Committee should not dictate how schools accomplish their goals. She advised that an appropriate response to the proposed curriculum change should be to acknowledge receipt and review of the proposal, and that LATC's approval of such changes is not required since the Program meets the requirements outlined in CCR 2620.5. The Committee thanked Ms. Anderson for her input.

As the Director of the Landscape Architecture Program at the UCLA Extension, Ms. Landregan provided public comment regarding the proposed curriculum change. She reiterated that the proposed curriculum change to the Program would continue to meet the requirements of CCR 2620.5 once implemented, and provided an overview of the voluntary annual report submitted by the Program to LATC in early 2014. She explained that the annual report describes how the Program has addressed the recommendations of the UCLA Site Review Team from the 2013 review, and provided further details on the proposed curriculum change. She said that in the past, when the Program found that students were having difficulty in achieving various learning outcomes, the Program addressed the problem by adding more classes rather than reviewing the coursework for potential problems. She said that after holding many meetings with various UCLA staff, students, and graduates, the Program restructured its "design" courses resulting in practical coursework for the landscape architecture profession. She also said that the Program reviewed the final sequence in the four-year curriculum, consisting of a thesis project lasting approximately one year, and noted that many students were apprehensive of the thesis process. She explained that UCLA reviewed the thesis portion of the Program for possible improvements and in doing so, condensed the process from one year to six months conducted over one quarter with two classes per week. She provided details on other changes to the Program, noting that several classes were combined to improve efficiency, and expressed confidence that the changes will strengthen the Program and reduce its attrition rate. She said that the three-year curriculum was created in consideration of the recommendations of the UCLA Site Review Team, and believes it is a significant improvement over the four-year curriculum. She drew attention to the section of the proposed three-year syllabus entitled "Capstone Project Studio," and explained how the Program modified the previous syllabus to improve student success. Ms. Landregan summarized that the new syllabus will enable students to more easily understand the expectations of the Program and standardize the learning outcomes required for academic success. She acknowledged that there is opposition to the curriculum change. She

said that the four-year curriculum was originally developed by three of the individuals, including the previous Program Director, who wrote letters to LATC in opposition of the three-year curriculum. She conveyed great respect for the previous program directors who expressed concerns regarding the transition; however, she explained that there are many factors currently affecting the Program that did not exist prior to her tenure as Program Director. She said that despite her efforts to convey the benefits of the transition, some opposition remained. She maintained that the position to implement the proposed curriculum change is necessary in order to accurately assess its effectiveness, and thanked the Committee for its consideration.

Ms. Rodriguez noted that one of the proposed amendments to CCR 2620.5 is to remove the restriction preventing extension certificate programs from revising their curriculum until it is approved by LATC; however, CCR 2620.5 currently requires LATC to approve curriculum changes, despite the proposed amendment. Mr. Taylor summarized that UCLA's proposed curriculum change has been thoroughly reviewed and found to be in accordance with the curriculum requirements in CCR 2620.5. Ms. Spitz expressed support for the curriculum change, viewing it as an overall improvement. Ms. Johnson also expressed support for the change, viewing it as potentially improving the Program's efficiency. Mr. Taylor conveyed appreciation for all of the public comments received and also expressed support for approving the curriculum change. He said that LATC can evaluate the effectiveness of the transition to a three-year curriculum during the Program's next site review.

- **Katherine Spitz made a motion to approve the UCLA Extension Certificate Program's proposed curriculum change from four years to three years.**

Nicki Johnson seconded the motion.

The motion carried 3-0. Andrew Bowden and Stephanie Landregan recused themselves.

Mr. Taylor returned Chair duties to Mr. Bowden.

D. Discuss and Possible Action on Legislation Regarding Assembly Bill 186 (Maienschein) [Military Spouses]

Ms. Rodriguez stated that existing law requires DCA boards and bureaus to expedite the licensure of applicants who supply evidence they are the spouse of an active duty member of the Armed Forces of the United States and are licensed in another state in the same profession which he or she seeks a license from the board. She said that Assembly Bill (AB) 186 (Maienschein) would allow DCA boards and bureaus to grant a provisional license to the spouses of such military personnel while the board or bureau processes their applications for licensure. She explained that the Board was concerned that AB 186 would allow candidates licensed in another state to bypass the California Supplemental Examination (CSE) requirement, which is a critical component of licensure in California. She said that the Board has taken a position to oppose AB 186, and sent a letter to Assemblyman Maienschein expressing this position. She asked the LATC to consider ratifying the Board's position on AB 186, and to direct staff to convey the Committee's position to Assemblyman Maienschein.

Mr. Chang summarized AB 186, explaining that the bill would allow reciprocity candidates with a spouse in the military to be immediately eligible for a temporary 12-month license without having to take the CSE, as long as the applicant passes a criminal background check and has not

been disciplined in another jurisdiction. He added that existing law requires expedited application processing for persons in military; however, AB 186 would waive the CSE requirement for 12 months and allow individuals to practice landscape architecture in California without having demonstrated minimal competency by passing the CSE. He cautioned that AB 186 requests boards to waive the CSE requirement for licensure, and that the Board believes this would not protect the health, safety, and welfare of the public. The Committee unanimously concurred with the Board's position on AB 186, and expressed support for writing a letter to Assemblyman Maienschein conveying opposition to the bill.

- **David Allan Taylor, Jr. moved to support the Board's position on AB 186, and to write a letter to Assemblyman Maienschein expressing opposition to the legislation.**

Katherine Spitz seconded the motion.

The motion carried 5-0.

E. Budget Update

Robert de los Reyes presented an update on the Committee's budget and current fund condition. Mr. de los Reyes directed the Committee to review Attachment E.1, the LATC expenditure projection, and interpreted the various categories listed in the attachment. Ms. Spitz asked what the purpose is of the line item entitled "C/P Svcs-External Expert Administrative," and why only one percent of the \$408,144 allocated for it has been spent in FY 2013/14. Mr. de los Reyes responded that the line item is for the development and administration of examinations that the Committee no longer administers, and the budget allocation for this line item has not been updated to reflect this change. Ms. Spitz asked why the expenditure projection does not accurately reflect current budgetary realities. Mr. de los Reyes replied that when the LATC established its current budget, it requested specific amounts of funds to be allocated to the line items listed in the expenditure projection. Ms. Landregan added that budget projections must be submitted approximately one year prior to the start of a FY, and the most important aspect of these projections to focus on is the net surplus or deficit of the total fund condition. Mr. de los Reyes concurred with Ms. Landregan and said budget projections should be viewed as a guide on how the LATC's funds are being spent.

Mr. Bowden asked what expenses are encompassed in the line item entitled "Facilities Operations," and why the current expenditure projection shows LATC has overspent this line item by \$20,182. Mr. de los Reyes replied that the line item encompasses the building and maintenance costs for office space that LATC occupies, and when the budget was last reallocated, this line item was unmodified. He reiterated that the important aspect of the expenditure projection is the total net surplus or deficit, and emphasized that redirecting funds is a normal part of budgetary spending. Mr. Bowden said that LATC is proposing to reduce its spending authority by \$200,000, and stressed the importance of ensuring all factors are considered when reducing spending authority. He asked if the costs for "Facilities Operations" are expected to increase, and if such increases are accounted for during budget reallocation. Mr. de los Reyes confirmed that the DCA Budget Office always accounts for increases in facility costs before proposing the reallocation of funds.

Mr. de los Reyes directed the Committee to review the first page of Attachment E.2, entitled "Fund Condition Scenario #1." He explained that Scenario #1 is a projection of the fund condition over five years and assumes LATC will fully expend its budgeted funds. He noted that

Scenario #1 does not include the proposed temporary fee reduction or negative budget change proposal (BCP). He then directed the Committee to review “Fund Condition Scenario #2,” and explained that it provides a three-year average of actual expenditures to estimate future expenditures. In Scenario #2, he drew attention to the highlighted row labeled “Program Expenditures (State Operations),” noting that it clearly shows that LATC has been spending less than what was budgeted. He also noted that Scenario #2 was the result of a budget drill intended to determine if there are programs in DCA that will exceed 24 months of funds in reserve, in which case a program’s revenue and expenditures would need to be reassessed. Lastly, he directed the Committee to review “Fund Condition Scenario #3,” which provides an estimate of the fund condition that incorporates the proposed negative BCP of \$200,000 and temporary reduction of the license fee. He summarized that Scenario #3 results in a fund reserve that would allow sufficient funding to account for reasonably unexpected or increased costs.

Ms. Landregan asked if “Fund Condition Scenario #3” would accommodate out-of-state travel (OST) requests, assuming travel restrictions would not otherwise prevent them.

Mr. de los Reyes responded that OST costs would be absorbable within existing resources.

Ms. Rodriguez noted that OST requests are still restricted to “mission-critical” travel.

Mr. Bowden pointed out that “Fund Condition Scenario #3” indicates the number of months of funds in reserve in FY 2016/17 would be reduced to 16.8, if the factors involved in the scenario were to be implemented. He asked if the fund condition could surpass 24 months again when the temporary license renewal fee reduction ends. Mr. de los Reyes responded that the fund condition should not surpass 24 months when the renewal fee returns to \$400 in FY 2017/18.

Mr. de los Reyes directed the Committee to Attachment E.3, entitled “Historical LATC Fund Condition,” and explained that it consists of line graphs displaying LATC expenditures, revenue, budget allotment, and fund balances from FY 2008/09 through FY 2012/13. He summarized that LATC’s budget surplus is the result of collecting more funds than are spent. Ms. Landregan said that LATC has been understaffed in previous years, and asked if the budget accounts for the costs associated with a full staff. Ms. Rodriguez responded that the LATC budget has sufficient funding for a full staff, in addition to temporary part-time staff. Ms. Landregan asked how LATC can ensure that it has a sufficient amount of staff who are compensated fairly.

Ms. Rodriguez responded that part of the challenge to obtaining sufficient staffing is that the budgetary allotment for staff is partly based on workload for the population of licensees served by LATC. She summarized that DCA guidelines determine appropriate staff positions based on the duties associated with each position. Mr. de los Reyes concluded his presentation and requested that the Committee members send any further budget-related questions to Ms. Rodriguez for consideration. The Committee thanked Mr. de los Reyes for his presentation.

F. Annual Enforcement Report

Matt McKinney provided the Committee with the annual enforcement report. He reported that during FY 2013/14, LATC maintained its goal of reducing the average time to complete an investigation to less than 18 months, and achieved this goal by averaging 344 days to complete investigations. He said that as of February 28, 2014, the LATC had 25 pending enforcement cases compared to 30 pending cases at the end of FY 2012/13. He noted that LATC contracted with an additional expert consultant in May 2013 to assist in reviewing the technical and more complex enforcement cases, which has expedited case review. Mr. Bowden asked if the majority of enforcement complaints filed with LATC involve unlicensed activity, and Mr. McKinney confirmed they do. He added that there are significantly more complaints regarding unlicensed

activity than those against licensees. He said that the majority of the complaints are against unlicensed persons for alleged violations of the title act. Mr. Bowden asked if enforcement cases regarding potential violations of the title act are resolved faster than other categories of cases, and Mr. McKinney confirmed they are because they usually do not require the review of an expert consultant. The Committee thanked Mr. McKinney for his presentation.

G. Review and Approve Intra-Agency Contract for National Examination Review and Linkage Study

Ms. Rodriguez reported that the OA workshops have concluded, and one of the next steps in the OA process is to perform a linkage study between the outcomes of the OA and the national examination. Raul Villanueva introduced himself and explained that when a national examination is used as part of a licensure program, BPC 139 and DCA policy require a review of the national examination and a linkage study. He said the purpose of the examination review is to determine if professional standards are being met, and the purpose of the linkage study is to identify areas of practice specific to California that are not evaluated on the national examination. He further explained that the purpose of a linkage study is to determine if any areas of practice that are not sufficiently evaluated on the national examination are essential to licensure, in which case a board will develop a California-specific examination to supplement such knowledge areas. He said that boards typically conduct a review of the national examination after completing an OA, since the OA establishes a description of the practice based on the tasks and knowledge areas associated with entry-level licensure. He stated that after he completes developing the final validation report for the OA, the next step will be to review the LARE. Ms. Spitz asked if the final validation report will be presented to LATC, and Mr. Villanueva confirmed that it should be presented to the Committee at its next meeting. He added that the OA forms the basis for establishing the examination plan, which then provides the basis for validating the exam, as well as establishing a description of current practice. Ms. Spitz asked if the CSE will be redeveloped once the OA and linkage study are complete. Ms. Rodriguez responded that LATC has ongoing examination development workshops that will continue upon completion of the OA. Mr. Villanueva added that the OA will provide information for the new test plan and establish the framework for the new CSE. Ms. Landregan asked if the purpose of the linkage study is to ensure there is no overlap between test questions on the LARE and CSE, and Mr. Villanueva confirmed that the linkage study will help minimize overlap. The Committee thanked Mr. Villanueva for his input.

- **Ms. Landregan moved to approve the Intra-Agency Contract with OPES to conduct a review of the national examination and perform a linkage study.**

Katherine Spitz seconded the motion.

The motion carried 5-0.

H. Report on Council of Landscape Architectural Registration Boards (CLARB) and Presentation on New Landscape Architect Registration Examination

Ms. Landregan delivered a PowerPoint Presentation regarding CLARB's transition from the five-section LARE to the four-section LARE, implemented in September 2012. She provided an overview of CLARB's rationale for the LARE transition, displayed slides depicting the functionality of the new computer-based testing format, emphasized the benefits, and

demonstrated how test questions that were previously administered as graphic vignette sections were transitioned to the new format. She noted that the new examination vendor, Pearson VUE, has over 250 test centers where the LARE is administered, compared to the 50 test centers that were previously available, and this has resulted in increased accessibility for candidates to take the LARE. She explained that CLARB advises candidates to take Sections 1 and 2 of the LARE soon after graduating from a landscape architecture academic program, because CLARB's "Determinants of Success" research study found that people who wait five or more years to take the LARE after graduation may have increased difficulty in passing those sections. She noted that 85% of candidates who took all four sections of the LARE passed on their first attempt.

Mr. Bowden inquired if CLARB has data showing the LARE pass rates of candidates from states that allow licensure through experience only. Ms. Landregan responded that CLARB does not have such data available because there are very few candidates who take the LARE without education to be able to discern such a pattern. She added that CLARB's Council Record database stores information showing the LARE pass rates of candidates from states that allow licensure through experience only; however, CLARB has only been able to collect such data over the past three years. She said that in the future, CLARB may be able to discern such patterns once enough data has accumulated. Gretchen KJose asked if CLARB plans to administer the LARE on an ongoing basis. Ms. Landregan replied that CLARB does not have plans to implement ongoing test administration, and said that it would be problematic. Ms. Spitz commented that when licensing examinations are offered on an ongoing basis, candidates lose the sense of camaraderie that develops among candidates who take the examination with a group. She asked how not answering a question on the LARE could affect the final score, and Ms. Landregan responded that since questions are weighted differently, the final score can vary depending on if questions are rejected after the test is over. She stated that the LARE consists of various questions considered to be critical to passing, and the examination is graded on a pass or fail basis; rather than by setting a discrete passing percentage. The Committee thanked Ms. Landregan for her presentation.

J. Discuss and Possible Action on 2013/15 Strategic Plan Objective to Review Reciprocity Requirements of Other States to Determine Possible Changes to California Requirements to Improve Efficiencies

Ms. Rodriguez recalled that, at the November 7, 2013 LATC meeting, the Committee members asked staff to revise the information that was presented regarding the reciprocity requirements of other states, and the resulting revision is included in Attachment J.1. She added that the Committee also requested legal counsel to research whether CCR 2620 (Education and Training Credits) provides a method to make reciprocity requirements less prescriptive, and that legal counsel is present to address the topic. She acknowledged that Ms. KJose prepared the information included in the Attachment J.1, and noted that 31 states allow reciprocity through experience only. Mr. Bowden asked Ms. Landregan if CLARB is currently attempting to standardize reciprocity requirements among states. Ms. Landregan responded that CLARB does not have the authority to enforce uniform reciprocity among states and described some of the complexities that would arise in attempting to create such a standard, including the globalization of landscape architecture. Mr. Bowden recalled the reason the Committee decided to review the reciprocity requirements of other states was because an individual licensed in Washington contacted LATC seeking reciprocity in California, but he did not meet California's education requirement for licensure. He said that the Committee asked staff to research reciprocity information to determine if California is the only state that requires education and experience for

reciprocity. He summarized that, based on the data in Attachment J.1, California is not the only state that has such reciprocity requirements.

Mr. Bowden asked Legal Counsel Rebecca Bon if existing law allows LATC to make exceptions to reciprocity requirements for applicants with special circumstances. Ms. Bon responded that BPC 5650 explicitly requires both training and experience as prerequisites to take the LARE. She said that LATC regulations further specify the various ways of gaining education and experience credits; however, since BPC 5650 requires both education and experience, the definition of education would need to be further defined to allow for training to equate to education in some manner. The Committee briefly reviewed the existing ways in which one year of education credit can be earned. Ms. Landregan asked if CCR 2620 could be amended to allow licensed experience to supplement education credit. Mr. Chang summarized that the Committee could try to equate licensed experience with education credit by pursuing a regulatory amendment; however, LATC would need to demonstrate the factual basis for making such a determination and clearly show that licensed experience is equivalent to regular academic training. Mr. Bowden asked how frequently LATC receives requests for reciprocity through experience only. Ms. Rodriguez responded that questions are occasionally asked regarding how to determine the criteria for reciprocity in the Landscape Architects Practice Act. Ms. Kjose noted that CCR 2615 (Form of Examinations) states that the Board can grant a license if a person is licensed in another state, which is confusing for those applying for reciprocity because this is not the only criteria needed to qualify. Mr. Chang clarified that BPC 5650, in conjunction with CCR 2615, defines the criteria for reciprocity. He reiterated that if the Committee wishes to allow reciprocity through experience only, the challenge will be developing justification to characterize licensed experience as education. Ms. Spitz suggested the LATC should also consider broadening the definition of education to allow credit for degrees that are highly relevant to landscape architecture that do not currently qualify towards LARE educational credit. She suggested broadening the definition of education for all licensure pathways, including reciprocity. Ms. Landregan said that LATC's Education Subcommittee recommended removing the "experience only" pathway that previously existed because it was determined that the education component of licensure is critical to understanding natural systems, codes, advancements in technology, and the increasing sophistication of practice.

Ms. Spitz asked if the Committee wants to pursue a regulation amendment to allow for reciprocity through experience only. Ms. Rodriguez responded that she is not sure if LATC should pursue such an amendment since it was previously indicated that CLARB might pursue this task on a much broader scale. Ms. Landregan suggested that LATC ask CLARB if there are any licensing boards with data that supports equating experience to education for the purpose of obtaining reciprocity. Ms. Spitz agreed with Ms. Landregan's suggestion and emphasized that reciprocity is a topic that will continue to grow in importance. Ms. Landregan also suggested working with educators to see if they have information that might support granting educational equivalence to experience. Ms. Spitz added that, if the Committee reaches out to landscape architecture educators for their input, other related educational programs in the environmental sciences should also be contacted. Ms. Landregan concurred with Ms. Spitz, but cautioned that most environmental science degrees do not require the topic of protecting the public health, safety, and welfare, to be included in the curriculum. Ms. Rodriguez observed that the Committee's discussion appears to be evolving into a new objective and said that, due to the status of LATC's existing objectives, she is not inclined to add any new ones.

- **Ms. Landregan made a motion to continue discussing the possibility of expanding the definition of “education credit” to encompass a certain amount of licensed experience, and to consider granting education credit for degrees related to landscape architecture, at a future LATC meeting.**

Katherine Spitz seconded the motion.

The motion carried 5-0.

L.* Update on BreEZe Enterprise System by Department of Consumer Affairs

Sean O'Connor provided an overview of the BreEZe Project. He said that the BreEZe Project is an enterprise-wide licensing and enforcement database that DCA is implementing in three releases, and noted that LATC is in release three. He reported that release one is currently in production and includes ten boards, consisting of nine healing arts boards and the Board of Barbering and Cosmetology. He explained that the BreEZe licensing and enforcement database enhances existing Legacy databases by allowing candidates to apply online for initial licensure and examinations. He added that BreEZe allows licensees to perform online license renewals, name changes, and address changes. He acknowledged that not all kinds of applications can be fully-completed by submitting applications online; however, one of the benefits of allowing candidates to apply online is that it greatly increases efficiency on the back-office side of the process. He said that BreEZe also allows online complaints to be submitted. He noted another feature of BreEZe is the ability for any member of the public to subscribe to receive email alerts of a licensee's status changes. He described a new feature of BreEZe that allows board or committee members to view and vote on disciplinary items online. He stated that one of the major reasons DCA pursued the BreEZe system is that it allows DCA boards in related professions to perform cross-board discipline checks for the first time in DCA's history. He said that BreEZe greatly increases cross-board communication when it comes to enforcement matters, which is critical to DCA's mandate of consumer protection. He said that LATC is currently scheduled for release three of the BreEZe Project, which is scheduled to “go-live” in late 2015, at the earliest. He said that a better estimate of the “go-live” date for release three will become available as the BreEZe Team continues to make progress on release two. He estimated that if the implementation date for release three of BreEZe is in late 2015, staff would begin working on the BreEZe project in early 2015. He stressed that the amount of staff time required to successfully transition to BreEZe is tremendous, and acknowledged that this poses a challenge for smaller boards and committees with limited staff resources. He encouraged leadership to solicit help from DCA if needed, and to be aware of the workload associated with the BreEZe Project when assigning tasks to staff. He said that DCA has 38 boards, bureaus, and committees, each with unique statutory and regulatory requirements, and the BreEZe Team will assign an individual from DCA to be LATC's guide through the transition. He concluded his presentation by noting that the BreEZe Team will be working with staff in the near future for WAS integration with BreEZe.

Ms. Landregan asked if complaints submitted online through BreEZe will be visible to the public. Mr. O'Connor responded that complaints submitted through BreEZe are only received by staff, and would only be disclosed to the public if they meet the criteria for disclosure required by law. Ms. Landregan asked what the annual cost of BreEZe will be to the Committee. Mr. O'Connor responded that he can follow-up with LATC's budget analyst to provide annual BreEZe cost information to Ms. Rodriguez for discussion at the next meeting. Ms. Landregan

said that it would be beneficial to have annual BreEZe cost information provided at the next LATC meeting, and asked if the annual cost will include maintenance of the system. Mr. O'Connor confirmed the annual BreEZe cost includes a ten-year maintenance contract with the vendor. Ms. Landregan asked how flexible the BreEZe system software is, and Mr. O'Connor replied that BreEZe software is flexible in certain areas and inflexible in others. He said that the BreEZe Team hopes to identify potential issues far in advance of implementation of BreEZe for the Committee. Ms. Landregan asked if staff job descriptions will need to change when BreEZe is implemented, and Mr. O'Connor responded that job descriptions should not need to change because staff will simply be using a different database system to accomplish the same tasks. The Committee thanked Mr. O'Connor for his presentation.

K. Review and Possible Action on Response to Public Request for Consideration of Licensed General Contractor Experience Towards Landscape Architect Experience Requirements

Ms. Rodriguez said that in October 2013, LATC received a letter from Matthew Collar regarding LARE experience requirements. She said that in his letter, Mr. Collar explained that he has experience as a "B - General Contractor," which the regulations do not allow training credit. She said that Mr. Collar claimed that a "B - General Contractor" can perform the same duties as a "C-27 Landscape Contractor" and requested LATC to consider his experience. She said that at the November 7, 2013 LATC meeting, the Committee discussed Mr. Collar's letter and asked DCA legal counsel to provide a statement in response to Mr. Collar's public comment.

Ms. Bon responded to Mr. Collar's letter by explaining that LATC's laws allow for training credit to be granted for licensure as a "C-27 Landscape Contractor," and Mr. Collar does not meet this criteria. She said that if the Committee would like to consider allowing training credit for "B - General Contractors," sufficient justification would need to be provided. Mr. Bowden asked if general contractors can perform the same duties as landscape contractors. Mr. Chang replied that, if a contracting job involves only landscape contracting, then general contractors cannot perform the job unless they also have a landscape contractor license. He elaborated that a general contractor can only perform landscape contractor duties if the entire project requires two or more unrelated building trades or crafts. In addition, he advised that landscape contractors are specifically authorized to design systems and facilities for work to be performed and supervised by that contractor, whereas there is no similar design authority for a general contractor. He summarized that it is erroneous for Mr. Collar to say that a general contractor can perform the same work as a landscape contractor. Mr. Bowden asked if the Committee needs to write a response to Mr. Collar's letter, and Ms. Landregan recommended doing so.

- **Ms. Landregan made a motion to write a letter stating the determination of legal counsel to Matthew Collar.**

David Allan Taylor, Jr. seconded the motion.

The motion carried 5-0.

M. Review and Possible Action on Annual Environmental Scan Conducted for Fiscal Years 2013-2015 Strategic Plan

Ms. Rodriguez introduced Tom Roy and Elisa Chohan from SOLID, who facilitated the Committee's Strategic Plan discussion. Mr. Roy and Ms. Chohan led the Committee through a

review of its annual environmental scan, trends analysis, and the status of its Strategic Plan objectives.

At the conclusion of the session the Committee was advised that SOLID will summarize the information, and LATC will hold a full Strategic Planning session tentatively scheduled for January 2015.

N. Review Schedule and Confirm Future LATC Meeting Dates

LATC meetings tentatively scheduled:

June 25, 2014 – Sacramento

October 2014 – Southern California

Ms. Johnson said she will attend the June 12, 2014 Board meeting in Sacramento (note: meeting location changed to San Francisco after the meeting), and Mr. Taylor said he will attend the September 10, 2014 Board meeting in San Diego.

O. Adjourn

- **Andrew Bowden adjourned the meeting.**

The meeting adjourned at 2:43 p.m.

** Agenda items were taken out of order to accommodate 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. CC/ASLA Bill Tracking List
3. Student Survey Results
4. California Architects Board June 12, 2014 Meeting Notice

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

Program Manager's Report

June 2014

ADMINISTRATIVE/MANAGEMENT

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

Manual processes are still in place, using the temporary WAS until the transition to BreEZe in 2015. The BreEZe team met with staff on March 25, 2014 to conduct an analysis of the database and determine options for including it in the BreEZe data conversion activities. Staff continue to work with the BreEZe team towards integrating WAS and ATS data with the BreEZe system.

BreEZe Project

The BreEZe project's Release 1 was implemented on October 9, 2013. The Department of Consumer Affairs' (DCA) Office of Information Services completed BreEZe Legacy Cutover initiatives for Release 1 Boards, Bureaus and Programs. The Office of Information Services will continue to update LATC as BreEZe implementation moves forward. LATC is part of the Phase 3 release with an anticipated implementation in December 2015.

BreEZe provides the DCA organizations a web-enabled enterprise system that supports all applicant tracking, licensing, renewal, enforcement, monitoring, cashiering, and management capabilities, and allows the public to file complaints and look up licensee information and complaint status through the internet. 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.

At the March 20, 2014 LATC meeting, Sean O'Connor, BreEZe Project Manager, provided an update on the status of the BreEZe Project, and emphasized that a successful transition to BreEZe will demand a large amount of staff time. He asked the Committee to be cognizant of the intense demand that the BreEZe transition will place on staff resources when delegating and prioritizing assignments.

Budget

At the May 22, 2013 LATC meeting, the Committee voted to approve a temporary fee reduction and also reduce its spending authority by \$200,000 beginning in fiscal year (FY) 2015/16 to address its fund condition per Business and Professions Code section (BPC) 128.5 (Reduction of License Fees in Event of Surplus Funds). Staff prepared a Concept Paper, which is the first step in the process and an internal document which formulates the Board's intent to pursue the negative Budget Change Proposal (BCP) in the fall to reduce its spending authority. The Concept Paper was submitted to DCA's Budget Office on April 21, 2014. Next, staff will prepare the negative BCP due to DCA in June. The BCP will be submitted to Business,

Consumer Services, and Housing Agency and the Department of Finance for approval to be incorporated in the Governor's Proposed Budget.

Outreach

Between March 2014 and June 2014, two presentations were made to schools. University of California Extension Certificate Program Task Force Chair, Christine Anderson spoke to students at California State Polytechnic University, San Luis Obispo on April 10, 2014. Many students commented that they found the presentation to be very informative and also indicated that the examination process and licensing requirements had been covered in one of their classes. On April 24, 2014, Landscape Architect Rick Conner provided a presentation to students at University of California, Berkeley. Several students indicated that the presentation made them aware of the importance of beginning to prepare for licensure even before graduation.

Regulatory Changes

California Code of Regulations (CCR) section 2610 (Application for Examination) – This section currently 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 December 2009, the Council of Landscape Architectural Registration Boards 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. At the August 20, 2013 LATC meeting, the Committee approved staff's recommendation to change the 70-day filing requirement to 45 days to allow candidates more time to register for the LARE.

Following is a chronology, to date, of the processing of the regulatory proposal for CCR section 2610:

August 20, 2013	Proposed regulatory changes approved by LATC
September 12, 2013	Final approval by the Board
March 28, 2014	Notice of Proposed Changes in the Regulations published by Office of Administrative Law (OAL)
May 12, 2014	Public hearing, no comments received*

* Staff is preparing the final rulemaking file for submission to DCA's Legal Office and the Division of Legislative and Policy Review.

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 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 a few 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
August 20, 2013	LATC voted not to pursue a resubmission of rulemaking file to OAL
February 21, 2014	Staff met with University of California Extension Certificate Program Review Task Force Chair to discuss justifications for proposed changes*

** Staff is developing sufficient justifications for a new regulatory proposal to amend CCR 2620.5 that will meet OAL standards.*

CCR section 2649 (Fees) – At the January 24-25, 2013 LATC meeting, 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 administration 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 section 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 BCP to reduce LATC's spending authority by \$200,000. At the May 22, 2013 LATC meeting,

the members approved a regulatory change proposal to implement the proposed temporary fee reduction, reducing license renewal fees for one renewal cycle beginning in FY 2015/2016 from \$400 to \$220. The proposed language to amend CCR section 2649 was approved at the August 20, 2013 LATC meeting.

Following is a chronology, to date, of the processing of the regulatory proposal for CCR section 2649:

August 20, 2013	Proposed regulatory changes approved by LATC
September 12, 2013	Final approval by the Board
February 7, 2014	Notice of Proposed Changes in the Regulations published by OAL; one written comment received
March 24, 2014	Public hearing*

* Staff is preparing the final rulemaking file for submission to DCA's Legal Office and the Division of Legislative and Policy Review.

Strategic Plan Objectives

Reciprocity Requirements - The LATC's Strategic Plan for fiscal years 2013/14 through 2014/15 contains an objective to review reciprocity requirements of other states to determine possible changes to California requirements to improve efficiencies. This objective was discussed at the November 7, 2013 LATC meeting. The LATC directed staff to 1) summarize state reciprocity data by identifying the specific number of education years required by each state, 2) determine whether a degree is mandatory, and 3) identify the number of years of experience required for initial licensure. The Committee also asked for state specific requirements for reciprocity. This topic was revisited at the March 20, 2014 LATC meeting where the Committee reviewed the education and experience requirements of other states for initial and reciprocity licensure, prepared by staff. The LATC voted to address the topic further at the next Strategic Planning session, tentatively scheduled for January 2015.

Training Credit for Teaching under a Licensed Landscape Architect - The Strategic Plan includes an objective to review the Table of Equivalents for training and experience credit and consider expanding eligibility requirements to allow credit for teaching under a licensed landscape architect. This objective was discussed at the November 7, 2013, LATC meeting and staff were directed to 1) determine if a future LATC meeting could be held in southern California, invite schools to provide input, 2) add the topic of allowing Landscape Architect Registration Examination (LARE) training credit for teaching under a licensed landscape architect to a future meeting agenda, and 3) review the Education Subcommittee summary reports to see if allowing training credit for teaching experience under a licensed landscape architect was previously considered by the Education Subcommittee, and include the findings when this agenda item is addressed again by the LATC. This topic is tentatively scheduled to be addressed at the October 2014 LATC meeting.

Website

Enforcement Actions – On May 8, 2014, the “Enforcement Actions” webpage was updated with citations and disciplinary actions.

Regulatory Proposals – In March 2014, the “Proposed Regulations” webpage was updated with the Notice documents for the regulatory package to amend CCR 2610.

EXAMINATION PROGRAM

Landscape Architect Registration Examination (LARE)

Examination results for the March 31 – April 12, 2014, administration of the LARE were mailed on May 23, 2014. Pass rates for the March-April LARE are included with Agenda Item H. Upcoming LARE administration dates are as follows:

August 18 – 30, 2014

December 1 – 13, 2014

April 6 - 18, 2015

August 3 - 15, 2015

November 30 - December 13, 2015

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 (IAC) process and OA standard project plan. LATC approved staff to enter into an IAC with OPES to conduct a new OA.

At the January 24, 2013 LATC meeting, the Committee approved both the 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 was launched in September 2013.

On May 30, 2013 OPES initiated the OA process by conducting the first of three focus groups. The initial focus group included practitioners, educators, and LATC enforcement staff. Upon completion of the three focus groups, a three-part questionnaire was developed to be completed by landscape architects statewide. LATC sent email notifications to all landscape architects with active licenses for whom it had email addresses inviting them to complete the questionnaire online. A forty-two percent response rate was received. OPES then performed data analyses on the task and knowledge rating responses, followed by two focus groups to further analyze the task and knowledge areas. The groups completed the final review and organization of the task and knowledge statements into content areas also defined by the focus groups. Practitioners then evaluated and confirmed content area weights and a new examination outline containing four content areas was developed. The findings of the OA be will presented by OPES at today’s meeting.

At the March 20, 2014 meeting, the Committee approved a new Intra Agency Contract to conduct a national examination review and linkage study. As part of the linkage study, OPES will review the LARE background information and psychometric quality of the LARE in June and July. A

linkage study between LARE specifications and California OA results will be conducted in August 2014, and data analysis of the linkage study and final report will be conducted September – November 2014. Upon completion of the linkage study, the exam development based on the new OA will commence in December 2014. The findings will be presented to the LATC upon completion of the final validation report.

ENFORCEMENT PROGRAM

Disciplinary Guidelines

As part of the Strategic Plan established by the LATC at the January 2013 meeting, the LATC set an objective of collaborating with the Board in order to review and update LATC's disciplinary guidelines. The Board's Regulatory and Enforcement Committee (REC) is currently tasked with reviewing and recommending updates to the Board's Disciplinary Guidelines. The REC met on April 25, 2013, and identified areas of the guidelines that needed research. The REC met again on April 24, 2014 to review the findings and determined further research was needed with the Board's Deputy Attorney General liaison prior to making a recommendation to the Board. Staff's findings will be discussed at the REC's next meeting planned for the Fall 2014. Once the REC completes this objective, its recommendation will be presented to the Board for approval at a subsequent Board meeting, tentatively planned for December 2014. The LATC will consider the Board's revisions for inclusion in its own Guidelines. CCR 2680 (Disciplinary Guidelines) will need to be amended to reference the updated Guidelines if the LATC agrees to revise its Guidelines.

Complaint Statistics

(3rd Quarter 2014 & 2013)	2014			2013		
	January	February	March	January	February	March
Complaints Opened	1	3	3	8	1	0
Complaints to Expert	0	1	1	0	0	2
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	23	25	24	32	31	28
Complaints Closed	3	1	4	5	2	3
Settlement Cases (§5678.5) Opened	0	0	0	0	0	0
Settlement Cases (§5678.5) Pending	1	1	1	6	6	6
Settlement Cases (§5678.5) Closed	1	0	0	0	0	0
Citations Final	0	0	0	0	0	0

ADMINISTRATIVE

Personnel

The Examination Coordinator, Staff Services Analyst position was vacated on July 30, 2013. The position has been temporarily filled by a retired annuitant. Applications were received and interviews were held in April 2014 to fill the position full-time. Kourtney Nation was selected for the position and started with the LATC on May 12, 2014. The retired annuitant, Gretchen KJose, will remain with the LATC in the Exam Unit part-time and continue to assist with the Sunset Review process and upcoming BreEZe transition.

In anticipation of increased workload associated with Sunset Review and BreEZe, retired annuitant, Hattie Johnson, was also hired on April 28, 2014. Ms. Johnson was the Board's Enforcement Officer prior to her retirement in August 2013. Her experience and expertise will be invaluable in assisting as a second Enforcement Officer for LATC.

The LATC is currently recruiting for the Special Projects Analyst position on a limited-term basis (up to one year).

Training

All state employees or appointed members who drive a vehicle on official State business must complete the Department of General Services approved Defensive Driver Training course at least once every four years. Staff and Committee members were asked to complete the training on February 6, 2014.

California Architects Board (Board) Meeting Update

On June 12, 2014, the Board held a meeting in San Francisco (see attached agenda). Katherine Spitz, LATC member, attended the meeting.

CC/ASLA

[AB 1193](#) **(Ting D) Bikeways.**

Current Text: Amended: 1/23/2014 [pdf](#) [html](#)

Status: 2/6/2014-Referred to Com. on T. & H.

Is Urgency: N

Location: 2/6/2014-S. T. & H.

Summary: Existing law defines "bikeway" for certain purposes to mean all facilities that provide primarily for bicycle travel. Existing law categorizes bikeways into 3 classes of facilities. This bill would additionally provide for a classification of Class IV bikeways, as specified. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	SUPPORT				

[AB 1331](#) **(Rendon D) Clean, Safe, and Reliable Drinking Water Act of 2014.**

Current Text: Amended: 4/8/2014 [pdf](#) [html](#)

Status: 4/8/2014-Read second time and amended. Re-referred to Com. on E.Q.

Is Urgency: N

Location: 4/8/2014-S. E.Q.

Summary: Existing law, the Safe, Clean, and Reliable Drinking Water Supply Act of 2012, 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				

[AB 1445](#) **(Logue R) California Water Infrastructure Act of 2014.**

Current Text: Amended: 2/14/2014 [pdf](#) [html](#)

Status: 2/18/2014-Re-referred to Com. on W.,P. & W.

Is Urgency: Y

Location: 2/18/2014-A. W.,P. & W.

Calendar: 4/29/2014 8:30 a.m. - State Capitol, Room 437 SPECIAL ORDER OF BUSINESS - 9:30 A.M. ASSEMBLY WATER, PARKS AND WILDLIFE SPECIAL ORDER, RENDON, Chair

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				

[AB 1551](#) **(Holden D) Professional engineers and land surveyors: documents.**

Current Text: Introduced: 1/27/2014 [pdf](#) [html](#)

Status: 2/6/2014-Referred to Com. on B.,P. & C.P.

Is Urgency: N

Location: 2/6/2014-A. B.,P. & C.P.

Summary: Existing law provides for the licensing and regulation of professional

engineers and land surveyors by the Board for Professional Engineers and Land Surveyors in the Department of Consumer Affairs. Existing law requires engineering documents, defined to include plans, calculations, specifications, and reports, to be prepared by, or under the responsible charge of, a licensed engineer and to include his or her name and license number. Existing law requires all land surveying documents to be prepared by, or under the responsible charge of, a licensed land surveyor or civil engineer authorized to practice land surveying and to include his or her name and license number. This bill would prohibit a person from using a licensed engineer's documents, without the written consent of the licensed engineer, as specified. The bill would also prohibit a person from using a licensed land surveyor's maps, plats, reports, descriptions, or other documentary evidence without the written consent of the licensed land surveyor, as specified. The bill would prohibit a licensed engineer or land surveyor from unreasonably withholding consent to use these documents. The bill would make legislative findings and declarations that the bill's provisions are declaratory of existing law. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 1603 (Stone D) Outdoor Environmental Education and Recreation Program.

Current Text: Introduced: 2/5/2014 [pdf](#) [html](#)

Status: 4/8/2014-From committee: Do pass and re-refer to Com. on APPR. (Ayes 10. Noes 5.) (April 8). Re-referred to Com. on APPR.

Is Urgency: N

Location: 4/8/2014-A. APPR.

Summary: Existing law establishes the Office of Education and the Environment in the Department of Resources Recycling and Recovery for the purpose of implementing a statewide environmental education program. This bill would establish the Outdoor Environmental Education and Recreation Program in the Department of Parks and Recreation, for purposes of increasing the ability of underserved and at-risk populations to participate in outdoor recreation and educational experiences by awarding grants to education programs that are available to the public and are operated by public entities or nonprofit organizations. The bill would create the Outdoor Environmental Education and Recreation Fund in the State Treasury and provide that, upon appropriation by the Legislature, moneys in the fund shall be used for awarding grants pursuant to the program. The bill would authorize the Director of Parks and Recreation to accept, and require the director to deposit into the fund, voluntary private donations made for support of the program. The bill would express the Legislature's intent that the fund be capitalized with moneys from the General Fund and donations. This bill contains other related provisions.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	W/LEAN SUPPORT				

AB 1605 (Buchanan D) Parks and recreation: state park system.

Current Text: Introduced: 2/5/2014 [pdf](#) [html](#)

Status: 2/6/2014-From printer. May be heard in committee March 8.

Is Urgency: N

Location: 2/5/2014-A. PRINT

Summary: Existing law provides that all parks, public camp grounds, monument sites, landmark sites, and sites of historical interest established or acquired by the state, or that are under its control, constitute the state park system, excluding the State Fair Grounds in Sacramento and Balboa Park in San Diego. This bill would make technical, nonsubstantive changes to those provisions.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 1636 (Brown D) Water conservation.

Current Text: Amended: 3/28/2014 [pdf](#) [html](#)

Status: 4/9/2014-In committee: Set, first hearing. Hearing canceled at the request of author.

Is Urgency: N

Location: 4/1/2014-A. H. & C.D.

Summary: Under existing law, various provisions govern conservation programs and authorize public entities to enact water conservation programs to reduce the quantity of water used by persons for the purpose of conserving water supplies. Existing law, the California Emergency Services Act, sets forth the emergency powers of the Governor under its provisions. This bill would prohibit a city or county, during a drought emergency declared by the Governor, from enforcing a law or ordinance requiring a resident to water his or her lawn. This bill would provide that a requirement imposed by a governmental entity or a public utility to limit, restrict, or conserve water during a drought emergency declared by the Governor does not constitute a diminution of rent or value of a premise or property. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 1999 (Atkins D) Personal income and corporation tax credits: rehabilitation.

Current Text: Amended: 4/1/2014 [pdf](#) [html](#)

Status: 4/2/2014-Re-referred to Com. on REV. & TAX.

Is Urgency: N

Location: 4/2/2014-A. REV. & TAX

Summary: The Personal Income Tax Law and the Corporation Tax Law allow various credits against the taxes imposed by those laws. This bill would allow a credit against those taxes for each taxable year beginning on or after January 1, 2015, and before January 1, 2026, in an amount, determined pursuant to a specified section of the Internal Revenue Code, that is paid or incurred during the taxable year for rehabilitation of certified historic structures. This bill would provide for a 25% credit, or 30% credit if the structure meets specified criteria, for rehabilitation of a certified historic structure within the state. This bill contains other related provisions.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2067 (Weber D) Urban water management plans.

Current Text: Introduced: 2/20/2014 [pdf](#) [html](#)

Status: 4/10/2014-Read second time. Ordered to consent calendar.

Is Urgency: N

Location: 4/10/2014-A. CONSENT CALENDAR

Summary: Existing law, the Urban Water Management Planning Act, requires every public and private urban water supplier that directly or indirectly provides water for municipal purposes to prepare and adopt an urban water management plan. The act requires the plan to, among other things, include a description of each water demand management measure that is currently being implemented, and an evaluation of specified water demand management measures that are not currently being implemented or scheduled for implementation. The bill would instead require an urban retail water supplier and an urban wholesale water supplier to provide narratives describing the supplier's water demand management measures, as provided. The bill would require, for urban retail water suppliers, the narrative to address the nature and extent of each water demand management measure implemented over the past 5 years and describe the water demand management measures that the supplier plans to implement to achieve its water use targets.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2104 (Gonzalez D) Common interest developments: water-efficient landscapes.

Current Text: Amended: 4/1/2014 [pdf](#) [html](#)

Status: 4/3/2014-In Senate. Read first time. To Com. on RLS. for assignment.

Is Urgency: N

Location: 4/3/2014-S. RLS.

Summary: Existing law requires a local agency to adopt a specified updated model ordinance regarding water-efficient landscapes or a water-efficient landscape ordinance that is at least as effective in conserving water as the updated model ordinance. Existing law allows certain water providers to take specified actions regarding water conservation. This bill would provide that a provision of the governing documents or of the architectural or landscaping guidelines or policies shall be void and unenforceable if it prohibits, or includes conditions that have the effect of prohibiting, low water-using plants as a group or as a replacement of existing turf, or if the provision has the effect of prohibiting or restricting compliance with a local water-efficient landscape ordinance or water conservation measure. This bill contains other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2150 (Rendon D) Department of Parks and Recreation.

Current Text: Introduced: 2/20/2014 [pdf](#) [html](#)

Status: 4/9/2014-In committee: Set, first hearing. Referred to APPR. suspense file.

Is Urgency: Y

Location: 4/9/2014-A. APPR. SUSPENSE FILE

Summary: Existing law places responsibility of the state park system, which includes all parks, public camp grounds, monument sites, landmark sites, and sites of historical interest established or acquired by the state, with the Department of Parks and Recreation. Existing law requires the department to administer, protect, develop, and interpret the property under its jurisdiction for the use and enjoyment of the public. Existing law authorizes the department to expend all moneys of the department for the care, protection, supervision, extension, and improvement or development of the property under its jurisdiction. Existing law requires the State Park and Recreation Commission to evaluate and assess the department's deferred obligations, as specified. This bill would require the department to identify and develop a priority list of deferred state park maintenance projects, as specified. The bill would require the department to apply specified factors when prioritizing and identifying projects for the deferred maintenance list including, among others, projects that are necessary to prevent a state park from closing and projects that will increase park access to underserved communities. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2163 (Daly D) Regional parks: underserved communities: funding.

Current Text: Introduced: 2/20/2014 [pdf](#) [html](#)

Status: 2/21/2014-From printer. May be heard in committee March 23.

Is Urgency: N

Location: 2/20/2014-A. PRINT

Summary: The Statewide Park Development and Community Revitalization Act of 2008 requires the Department of Parks and Recreation to establish a local assistance program to distribute grants to the most critically underserved communities, as defined, across the state, on a competitive basis, to various local entities and nonprofit organizations for the acquisition or development, or both, of property for parks and recreation areas and facilities. This bill would declare the intent of the Legislature to enact legislation that would provide funding for regional parks in underserved areas.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2165 (Patterson R) Professions and vocations: licenses.

Current Text: Amended: 4/10/2014 [pdf](#) [html](#)

Status: 4/10/2014-From committee chair, with author's amendments: Amend, and re-refer to Com. on B.,P. & C.P. Read second time and amended.

Is Urgency: N

Location: 4/10/2014-A. B.,P. & C.P.

Calendar: 4/22/2014 9 a.m. - State Capitol, Room 447 ASSEMBLY BUSINESS, PROFESSIONS AND CONSUMER PROTECTION, BONILLA, Chair

Summary: Under existing law, boards within the Department of Consumer Affairs license and regulate persons practicing various healing arts, professions, vocations, and businesses. Existing law requires these boards to establish eligibility and application requirements, including examinations, to license, certificate, or register each applicant who successfully satisfies applicable requirements. This bill would require each board, as defined, to complete within 45 days the application review process with respect to each person who has filed with the board an application for issuance of a license, and to issue, within those 45 days, a license to an applicant who has successfully satisfied all licensure requirements, as specified. The bill would also require each board to offer each examination the board provides for licensure, a minimum of 6 times per year, unless the board uses a national examination. The bill would also authorize a person who has satisfied the educational requirements of the licensing act of which he or she seeks licensure to immediately apply for and take the professional examination required for licensure regardless of whether his or her application for licensure is then pending with the board for which he or she seeks licensure.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2267 (Gaines, Beth R) State park system: budgeting.

Current Text: Amended: 3/28/2014 [pdf](#) [html](#)

Status: 4/1/2014-Re-referred to Com. on BUDGET.

Is Urgency: N

Location: 4/1/2014-A. BUDGET

Summary: Existing law places responsibility of the state park system, which includes all parks, public camp grounds, monument sites, landmark sites, and sites of historical interest established or acquired by the state, with the Department of Parks and Recreation. Existing law requires the department to gather, digest, and summarize, in its annual reports to the Governor, information concerning the state park system and the relation to the state park system of other available means for conserving, developing, and utilizing the scenic and recreational resources of the state. Existing law requires each state agency to submit to the Department of Finance a complete and detailed annual budget setting forth all expenditures and estimated revenues for the ensuing fiscal year. This bill would require the department, commencing with the 2015-16 budget proposal, to annually develop and publish state operation expenditures for the state park system to assist in the development of the Governor's annual budget proposal. The bill would require the department, in cooperation with the Department of Finance, to provide individual park unit expenditures analyses, as specified. The bill would require the department, by January 1, 2016, to develop and implement a plan to annually track expenditures made at park units and report the park unit expenditures that were made in the prior fiscal year, that were made and anticipated to be made in the current fiscal year, and that are presented in the Governor's current budget proposal for the next fiscal year.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2269 (Bigelow R) Integrated regional water management planning.

Current Text: Introduced: 2/21/2014 [pdf](#) [html](#)

Status: 2/24/2014-Read first time.

Is Urgency: N

Location: 2/21/2014-A. PRINT

Summary: Existing law authorizes a regional water management group to prepare and

adopt an integrated regional water management plan with specified components. This bill would make a technical, nonsubstantive change to that provision.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2282 (Gatto D) Building standards: recycled water infrastructure.

Current Text: Amended: 3/24/2014 [pdf](#) [html](#)

Status: 4/10/2014-From committee: Do pass as amended and re-refer to Com. on B.,P. & C.P. (Ayes 7. Noes 0.) (April 9).

Is Urgency: N

Location: 4/10/2014-A. B.,P. & C.P.

Calendar: 4/29/2014 9:00 a.m. - State Capitol 447 ASSEMBLY BUSINESS, PROFESSIONS AND CONSUMER PROTECTION, BONILLA, Chair

Summary: The California Building Standards Law provides for the adoption of building standards by state agencies by requiring all state agencies that adopt or propose adoption of any building standard to submit the building standard to the California Building Standards Commission for approval and adoption. In the absence of a designated state agency, the commission is required to adopt specific building standards, as prescribed. Existing law requires the commission to publish, or cause to be published, editions of the code in its entirety once every 3 years. Existing law requires the Department of Housing and Community Development to propose the adoption, amendment, or repeal of building standards to the California Building Standards Commission and to adopt, amend, and repeal other rules and regulations for the protection of the public health, safety, and general welfare of the occupants and the public involving buildings and building construction. This bill would require the Department of Housing and Community Development, in consultation with other designated entities, to conduct research to assist in the development of, and to propose the adoption, amendment, or repeal by the California Building Standards Commission, of mandatory building standards for the installation of future recycled water infrastructure for single-family and multifamily residential buildings. The bill would authorize the department to expend funds from the existing Building Standards Administration Special Revolving Fund for this purpose upon appropriation. The bill would require the department to limit the mandate to install recycled water piping to areas within a local jurisdiction that meet specified conditions, and to consider whether a service area plans to provide direct potable water prior to mandating the use of recycled water piping. This bill would require the State Building Standards Commission to undertake identical research and activities with respect to development of mandatory green building standards for the installation of future recycled water infrastructure for commercial and public buildings.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2636 (Gatto D) CalConserve Water Use Efficiency Revolving Fund.

Current Text: Amended: 3/18/2014 [pdf](#) [html](#)

Status: 4/9/2014-In committee: Set, first hearing. Referred to APPR. suspense file.

Is Urgency: N

Location: 4/9/2014-A. APPR. SUSPENSE FILE

Summary: The California Constitution requires the reasonable and beneficial use of water. This bill would establish the CalConserve Water Use Efficiency Revolving Fund and provide that the moneys in the fund are available to the Department of Water Resources, upon appropriation by the Legislature, for the purpose of water use efficiency projects. This bill would require moneys in the fund to be used for purposes that include, but are not limited to, at-or-below market interest rate loans and would permit the department to enter into agreements with local governments or investor-owned utilities that provide water or recycled water service to provide loans. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group

AB 2638 (Chau D) The Department of Consumer Affairs.**Current Text:** Introduced: 2/21/2014 [pdf](#) [html](#)**Status:** 2/24/2014-Read first time.**Is Urgency:** N**Location:** 2/21/2014-A. PRINT

Summary: Under existing law, the Department of Consumer Affairs is comprised of boards that license and regulate various professions and vocations. Existing law provides that these boards are established to ensure that private businesses and professions are regulated to protect the people of this state. Under existing law, any board has the authority to appoint commissioners on examination, to give the whole or any portion of any examination, as specified. This bill would make a technical, nonsubstantive change to that provision.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2686 (Perea D) Clean, Safe, and Reliable Water Supply Act of 2014.**Current Text:** Amended: 3/25/2014 [pdf](#) [html](#)**Status:** 3/26/2014-Re-referred to Com. on W.,P. & W.**Is Urgency:** Y**Location:** 3/26/2014-A. W.,P. & W.

Calendar: 4/29/2014 8:30 a.m. - State Capitol, Room 437 SPECIAL ORDER OF BUSINESS - 9:30 A.M. ASSEMBLY WATER, PARKS AND WILDLIFE SPECIAL ORDER, RENDON, Chair

Summary: Existing law, the Safe, Clean, and Reliable Drinking Water Supply Act of 2012, 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				

AB 2723 (Medina D) Administrative procedure: small businesses.**Current Text:** Amended: 4/9/2014 [pdf](#) [html](#)**Status:** 4/10/2014-Re-referred to Com. on J., E.D., & E.**Is Urgency:** N**Location:** 4/10/2014-A. J., E.D. & E.

Calendar: 4/22/2014 9 a.m. - State Capitol, Room 127 ASSEMBLY JOBS, ECONOMIC DEVELOPMENT, AND THE ECONOMY, MEDINA, Chair

Summary: The Administrative Procedure Act governs the procedures for the adoption, amendment, or repeal of regulations by state agencies and for the review of those regulatory actions by the Office of Administrative Law. This bill would define "cost impact" to include those direct costs that a representative private person or sole proprietorship, small business, and business necessarily incurs in reasonable compliance with the proposed action. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

AB 2725 (Brown D) Urban waterway restoration.**Current Text:** Introduced: 2/21/2014 [pdf](#) [html](#)**Status:** 3/17/2014-Referred to Com. on W.,P. & W.**Is Urgency:** N

Location: 3/17/2014-A. W.,P. & W.

Summary: Existing law requires the Department of Water Resources to update The California Water Plan, which is a plan for the conservation, development, and use of the water resources of the state, every 5 years. The department, as part of the update, is required to release assumptions and estimates relating to current and projected water use, including industrial uses and parks and open spaces. This bill would require the department to release assumptions and estimates relating to water use for urban waterway restoration. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 633 (Pavley D) CEQA.

Current Text: Amended: 8/6/2013 [pdf](#) [html](#)

Status: 8/30/2013-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. on 8/6/2013)

Is Urgency: N

Location: 8/30/2013-A. 2 YEAR

Summary: The California Environmental Quality Act, referred to as CEQA, requires a lead agency, as defined, to prepare, or cause to be prepared, and certify completion of, an environmental impact report, referred to as an 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 prescribes certain requirements for the review of draft EIRs, as specified. CEQA prohibits a lead agency or responsible agency from requiring a subsequent or supplemental EIR when an EIR has been prepared for a project pursuant to its provisions, unless one or more of specified events occurs, including, among other things, that new information, which was not known and could not have been known at the time the EIR was certified as complete, becomes available. CEQA requires the Office of Planning and Research to prepare and develop, and the Secretary of the Natural Resources Agency to certify and adopt, guidelines for the implementation of CEQA. CEQA requires the office to review the guidelines once every 2 years and recommend proposed changes or amendments to the guidelines to the secretary. CEQA requires the guidelines to include a list of classes of projects that have been determined not to have a significant effect on the environment and to exempt those classes of projects from CEQA. These are referred to as categorical exemptions. This bill would , for purposes of the new information exception to the prohibition on requiring a subsequent or supplemental EIR, specify that the exception applies if new information that becomes available was not known and could not have been known by the lead agency or any responsible agency at the time the EIR was certified as complete. The bill would authorize the office, by July 1, 2015, to draft and transmit to the secretary revisions to the guidelines to include as a categorical exemption projects involving minor temporary uses of land and public gatherings that have been determined not to have a significant effect on the environment. The bill would require the secretary, if the Office of Planning and Research transmits the revisions to the secretary , to certify and adopt the proposed revisions to the guidelines by January 1, 2016 . Because a lead agency would be required to determine whether a project would fall within this categorical exemption, this bill would impose a state-mandated local program. 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: 8/8/2013 [pdf](#) [html](#)

Status: 8/16/2013-Failed Deadline pursuant to Rule 61(a)(10)(ASM). (Last location was W.,P. & W. on 8/13/2013)

Is Urgency: N

Location: 8/16/2013-A. 2 YEAR

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, 2015, to require measurement of the quantity of water supplied to each individual dwelling unit and to permit the measurement to be by individual water meters or submeters, as defined. 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 approval of submeter types or the installation, maintenance, reading, billing, and testing of submeters, including, but not limited to, the California Plumbing Code. The bill would exempt certain structures from these requirements. The bill would prohibit a water purveyor from imposing an additional capacity or connection fee or charge for a submeter that is installed by the owner, or his or her agent. The bill would provide that these provisions shall become operative on January 1, 2015. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 834 (Huff R) Environmental quality: the Sustainable Environmental Protection Act.

Current Text: Amended: 3/20/2014 [pdf](#) [html](#)

Status: 3/26/2014-Set, first hearing. Hearing canceled at the request of author.

Is Urgency: N

Location: 3/20/2014-S. E.Q.

Summary: The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report 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. This bill would enact the Sustainable Environmental Protection Act and would specify that the environmental review of projects pursuant to CEQA is required to consider only specified environmental topic areas. The bill would prohibit a judicial action or proceeding challenging an action taken by a lead agency on the ground of noncompliance with CEQA, that (1) relates any topic area or criteria for which compliance obligations are identified or (2) challenges the environmental document if: (A) the environmental document discloses compliance with applicable environmental law, (B) the project conforms with the use designation, density, or building intensity in an applicable plan, as defined, and (C) the project approval incorporates applicable mitigation requirements into the environmental document. The bill would provide that the Sustainable Environmental Protection Act only applies if the lead agency or project applicant has agreed to provide to the public in a readily accessible electronic format an annual compliance report prepared pursuant to the mitigation monitoring and reporting program. This bill contains other related provisions and other existing laws.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 848 (Wolk D) Safe Drinking Water, Water Quality, and Water Supply Act of 2014.

Current Text: Amended: 2/20/2014 [pdf](#) [html](#)

Status: 2/26/2014-From committee: Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 2. Page 2831.) (February 26). Re-referred to Com. on APPR.

Is Urgency: Y

Location: 2/26/2014-S. APPR.

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 927 (Cannella R) Safe, Clean, and Reliable Drinking Water Supply Act of 2014.

Current Text: Introduced: 1/29/2014 [pdf.html](#)

Status: 4/8/2014-Set for hearing April 22.

Is Urgency: Y

Location: 2/6/2014-S. N.R. & W.

Calendar: 4/22/2014 9 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, PAVLEY, Chair

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. The bond act, among other things, makes specified amounts available for projects relating to drought relief, water supply reliability, ecosystem and watershed protection and restoration, and emergency and urgent actions that ensure safe drinking water supplies are available in disadvantaged communities and economically distressed areas. Existing law provides for the submission of the bond act to the voters at the November 4, 2014, statewide general election. This bill would rename the bond act as the Safe, Clean, and Reliable Drinking Water Supply Act of 2014 and make conforming changes. The bill would instead authorize the issuance of bonds in the amount of \$9,217,000,000 by reducing the amount available for projects related to drought relief and water supply reliability, as specified. The bill would remove the authorization for funds to be available for ecosystem and watershed protection and restoration projects, and would increase the amount of funds available for emergency and urgent actions to ensure safe drinking water supplies in disadvantaged communities and economically distressed areas. This bill contains other related provisions.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 935 (Leno D) Minimum wage: annual adjustment.

Current Text: Amended: 3/18/2014 [pdf.html](#)

Status: 4/7/2014-Placed on APPR. suspense file.

Is Urgency: N

Location: 4/7/2014-S. APPR. SUSPENSE FILE

Summary: Existing law requires that, on and after July 1, 2014, the minimum wage for all industries be not less than \$9 per hour. Existing law further increases the minimum wage, on and after January 1, 2016, to not less than \$10 per hour. This bill would increase the minimum wage, on and after January 1, 2015, to not less than \$11 per hour, on and after January 1, 2016, to not less than \$12 per hour, and on and after January 1, 2017, to not less than \$13 per hour. The bill would require the automatic adjustment of the minimum wage annually thereafter, to maintain employee purchasing power diminished by the rate of inflation during the previous year. The adjustment would be calculated using the California Consumer Price Index, as specified. The bill would prohibit the Industrial Welfare Commission (IWC) from reducing the minimum wage and from adjusting the minimum wage if the average percentage of inflation for the previous year was negative. The bill would require the IWC to publicize the automatically adjusted

minimum wage. This bill contains other related provisions.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 1080 (Fuller R) Safe, Clean, and Reliable Drinking Water Supply Act of 2012.

Current Text: Introduced: 2/19/2014 [pdf](#) [html](#)

Status: 2/27/2014-Referred to Com. on RLS.

Is Urgency: N

Location: 2/27/2014-S. RLS.

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 declare the intent of the Legislature to enact legislation to reduce the \$11,140,000,000 bond.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 1086 (De León D) The Safe Neighborhood Parks, Rivers, and Coastal Protection Bond Act of 2014.

Current Text: Introduced: 2/19/2014 [pdf](#) [html](#)

Status: 4/10/2014-Set for hearing April 24.

Is Urgency: N

Location: 4/8/2014-S. G. & F.

Calendar: 4/24/2014 Upon adjournment of session - Room 112 SENATE GOVERNANCE AND FINANCE, WOLK, Chair

Summary: Under existing law, various measures have been approved by the voters to provide funds for park, river, and coastal protections and programs. This bill would enact the Safe Neighborhood Parks, Rivers, and Coastal Protection Bond Act of 2014, which, if adopted by the voters, would authorize the issuance of bonds in an unspecified amount pursuant to the State General Obligation Bond Law to finance a safe neighborhood parks, rivers, and coastal protection program.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

SB 1183 (DeSaulnier D) Bicycle tax.

Current Text: Amended: 3/24/2014 [pdf](#) [html](#)

Status: 4/10/2014-Set for hearing April 24.

Is Urgency: N

Location: 3/24/2014-S. G. & F.

Calendar: 4/24/2014 Upon adjournment of session - Room 112 SENATE GOVERNANCE AND FINANCE, WOLK, Chair

Summary: Existing law does not provide for the imposition of a tax specific to the point of sale of a bicycle, other than sales and use taxes generally applicable to tangible personal property. This bill would authorize a city, county, or regional park district to impose, as a special tax, a point of sale tax on new bicycles, with the rate of the tax to be determined by the local agency. The bill would exclude from the tax bicycles with wheels of 20 inches or less in diameter. The bill would require the State Board of Equalization to collect the bicycle tax in a manner similar to the collection of local transactions and use taxes, and to transmit the net revenues from the tax to the local agency. The bill would require the local agency to use bicycle tax revenues for improvements to paved and natural surface trails, including existing and new trails, and for associated maintenance purposes.

Organization	Position	Priority	Assigned	Subject	Group

SB 1370 (Galqiani D) Reliable Water Supply Bond Act of 2014.**Current Text:** Amended: 3/24/2014 [pdf](#) [html](#)**Status:** 4/8/2014-Set, first hearing. Heard for testimony only.**Is Urgency:** Y**Location:** 4/8/2014-A. NAT. RES.

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 1420 (Wolk D) Water management: urban water management plans.**Current Text:** Introduced: 2/21/2014 [pdf](#) [html](#)**Status:** 4/11/2014-Set for hearing April 29.**Is Urgency:** N**Location:** 3/17/2014-S. N.R. & W.**Calendar:** 4/29/2014 9:30 a.m. - Room 112 SENATE NATURAL RESOURCES AND WATER, PAVLEY, Chair

Summary: Existing law, the Urban Water Management Planning Act, requires every public and private urban water supplier that directly or indirectly provides water for municipal purposes to prepare and adopt an urban water management plan. Existing law requires an urban water management plan to quantify, past and current water use, and projected water use, identifying the uses among water use sectors, including, among others, commercial, agricultural, and industrial. Existing law requires an urban water supplier to submit copies of its plan and copies of amendments or changes to the plan to certain entities, including the Department of Water Resources. This bill would require an urban water management plan to quantify and report on distribution system water loss. The bill would authorize water use projections to display and account for the water savings estimated to result from adopted codes, standards, ordinance, and transportation and land use plans. The bill would require the plan, or amendments to the plan, be submitted electronically to the department and include any standardized forms, tables, or displays specified by the department.

Organization	Position	Priority	Assigned	Subject	Group
CC/ASLA	WATCH				

Total Measures: 32

Total Tracking Forms: 32

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
STUDENT OUTREACH
California State Polytechnic University, San Luis Obispo
April 10, 2014

SURVEY RESULTS

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
1. The presentation was informative. I learned more about pathways to licensure than I already knew.	2	6	1	0	0
	22%	67%	11%	0%	0%
COMMENTS					
*I didn't know students were eligible for the first two sections of the LARE after they receive their BLA. *I didn't know that your internship time could count toward the two years of experience. *I already knew most of the ways because of a class I took. *We have recently taken a class on the examination process and requirements so a lot of the information we already knew.					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
2. I understand the importance of licensure and how it relates to the public's health, safety, and welfare.	5	4	0	0	0
	60%	40%	0%	0%	0%
COMMENTS					
No Comments					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
3. I now know what I have to do to become licensed.	6	3	0	0	0
	67%	33%	0%	0%	0%
COMMENTS					
No Comments					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
4. I could have used this information earlier.	2	3	3	1	0
	22%	33%	33%	12%	0%
COMMENTS					
*Before my education would have been nice.					

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
5. The presentation answered all of my questions.	6	3	0	0	0
	67%	33%	0%	0%	0%
NO COMMENTS					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
6. The handouts were useful and comprehensive.	2	3	1	0	3
	22%	33%	12%	0%	33%
NO COMMENTS					
7. If you answered "Disagree" or "Strongly Disagree", to any of the questions, please provide details of your experience and any suggested improvements.					
COMMENTS					
*I'm in my pro-practice course now so presentation came at the perfect time. *I think we are hearing this information at the right time, not too soon or too early. *I don't think I needed this information earlier than I was given it just because there is no need to understand how to become licensed more than 2 years before I can sit for the first two sections.					
8. How will you use the information received today?					
COMMENTS					
*Become licensed. *In my future efforts to become licensed.					
9. Please use this space to include any other comments not covered in the questions above.					
COMMENTS					
*Very informative and thoroughly answered all questions asked.					

A student outreach presentation was held on April 10, 2014 at the California State Polytechnic University, San Luis Obispo. The presentation included information on the LATC's website, pathways to licensure, the benefit of licensure, eligibility requirements for the Landscape Architect Registration Examination (LARE) and the enforcement process.

The total number of students and faculty attending the presentation was approximately 11 and 9 surveys were collected. Overall, the students appreciated the presentation but indicated that they had taken a class on the examination process and already knew much of the information presented. The comments represent the cumulative number of surveys received.

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
STUDENT OUTREACH
University of California, Berkeley
April 24, 2014

SURVEY RESULTS

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
1. The presentation was informative. I learned more about pathways to licensure than I already knew.	15	11	0	0	0
	58%	42%	0%	0%	0%
COMMENTS					
*Clear info on education credits.					
*Too much time spent explaining obscure alternate pathways instead of general explanation.					
*Excellent!					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
2. I understand the importance of licensure and how it relates to the public's health, safety, and welfare.	11	14	0	0	1
	42%	54%	0%	0%	4%
COMMENTS					
*This was well emphasized.					
*Seems somewhat more like a formality.					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
3. I now know what I have to do to become licensed.	10	15	1	0	0
	38%	58%	4%	0%	0%
COMMENTS					
*Kind of.					
Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
4. I could have used this information earlier.	5	9	7	0	5
	19%	35%	27%	0%	19%
*It could be helpful for planning internships around satisfying work experience credits.					
*Appropriate timing.					
*Could have helped to know part time work during school could count towards hours.					
*Didn't need to know earlier, but it would have been informative.					

Question	Strongly Agree	Agree	Disagree	Strongly Disagree	N/A
5. The presentation answered all of my questions.	4	16	4	0	2
	15%	62%	15%	0%	8%
*Criteria required for taking LARE exam not completely clear - seems a bit subjective. *The presenter answered all questions. *Very thorough. *I still have lots of questions but this presentation was very helpful.					
6. If you answered “Disagree” or “Strongly Disagree”, to any of the questions, please provide details of your experience and any suggested improvements.					
COMMENTS					
*I still have another year in school, so this info wasn’t necessary earlier. *I didn’t need this info earlier, it’s mostly available online. *Topic is so dense it seems impossible to cover all parts in a short presentation. Overall, the presentation was incredibly helpful. *The pathways to licensure regarding the 6 years of combined experience was confusing. I wasn’t sure where I would fall. *Very clear presentation and presenter. *Diagram of license process was clear to understand.					
7 How will you use the information received today?					
COMMENTS					
*Now I know to note any time spent working under a licensed landscape architect. *Helps to decide when to take which sections. *In anticipation of taking the exam at some point in the future, now considering taking parts 1 and 2 sooner. *Think about if I should take the test or not. *To plan ahead to get the license. *After I have the 6 years equivalent. *Keep in the back of my mind. *Helping me prepare to take the LARE after I graduate. *I will apply it to my future experiences as I begin to explore the workforce in landscape architecture. *I’ll use the information and resources provided to become more familiar with the requirements I need in order to take and pass the licensing test. *I will embed licensure prep in my post-grad career planning. *Very well. *I will look on website to reference what I learned today.					

8. Please use this space to include any other comments not covered in the questions above.

COMMENTS

- *The header was large and info pushed down so I had to duck around heads to see it. For short people, could you move logo to bottom?
- *The slide information was fine, but the verbal presentation could have been more concise.
- *Wish criteria used by the board to allow someone to take the exam is more clear and transparent. As such, it is subjective (I realize this is not your authority but would help the profession greatly if this was made more clear).
- *Great presentation and very informative.
- *Thanks!
- *Thank you for careful response and explanation, very helpful. Power point was well organized but needs a bit more rhythm.

A student outreach presentation was held on April 24, 2014 at the University of California, Berkeley. The presentation included information on the LATC's website, pathways to licensure, the benefit of licensure, eligibility requirements for the Landscape Architect Registration Examination (LARE) and the enforcement process.

The total number of students and faculty attending the presentation was approximately 28 and 26 surveys were collected. Overall, the students appreciated the presentation pertaining to the examination and pathways to licensure. Of note, several students mentioned that they did not know they could count pre-graduation supervised experience toward the experience requirements. Several students also indicated they would take Sections 1 and 2 of the LARE soon after graduation. The survey responses represent the cumulative number of surveys received.



Edmund G. Brown Jr.
GOVERNOR

CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

NOTICE OF BOARD MEETING

June 12, 2014

9:30 a.m. – 5:00 p.m.

Transamerica Pyramid

Heller Manus Architects

600 Montgomery Street, Suite 100

San Francisco, California 94111

(415) 247-1100

The California Architects Board (CAB) will hold a Board meeting, as noted above. The agenda items may not be addressed in the order noted below 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 is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Annamarie Fernandez at (916) 575-7202, emailing annamarie.fernandez@dca.ca.gov, or sending a written request to the Board at the address below. Providing your request at least five business days before the meeting will help to ensure availability of the requested accommodation.

Agenda

- A. Call to Order – Roll Call – Establishment of a Quorum
- B. President's Remarks
- C. Public Comment Session
- D. Approve the February 26, 2014 Board Meeting Minutes
- E. Executive Officer's Report
 - 1. Update to May 2014 Monthly Report
 - 2. Budget Update
 - 3. Update and Possible Action on Legislation Regarding:
 - a. Senate Bill 850 (Block) [Community College Baccalaureate Programs]
 - b. Assembly Bill (AB) 186 (Maienschein) [Military Spouses]
 - c. AB 2192 (Melendez) [American Institute of Architects, California Council-Sponsored Legislation Regarding Peer Review on Exempt Projects]
 - 4. Liason Reports

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(Continued)

- F. Executive Committee Report
 - 1. Update on May 20, 2014 Executive Committee Meeting
 - 2. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Promote Awareness of Value of CAB's Participation at National Level
 - 3. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Collaborate with National Licensing Bodies to Stay Relevant
 - 4. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Prepare and Submit Sunset Review Report
- G. National Council of Architectural Registration Boards (NCARB)
 - 1. Review of NCARB Annual Meeting Agenda, Policies, and Procedures
 - 2. Review and Approve Recommended Positions on Resolutions and Candidates
- H. Professional Qualifications (PQ) Committee Report
 - 1. Update on April 9, 2014 PQ Committee Meeting
 - 2. Discuss and Possible Action on 2014 Strategic Plan Objective to Monitor, Analyze, and Encourage Initiatives for Schools of Architecture that Promote Curriculum in Health, Safety, and Welfare, and Additional Path to Licensure via CAB Liaisons, and Collaborate with Schools, as well as the Board, in a Series of Summits on Practice-Based Education
 - 3. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Promote Alternate Paths to Licensure in Order to Increase Accessibility into the Profession
 - 4. Review and Approve Recommendation Regarding National Architectural Accrediting Board's (NAAB) Accreditation Standards, First Reading (Second Draft)
 - 5. Update and Possible Action on 2014 Strategic Plan Objective to Conduct an Occupational Analysis of the Practice of Architecture in California, Review of the National Examination (Architect Registration Examination), and Linkage Study to Determine Appropriate Content for Ongoing California Supplemental Examination (CSE) Development
 - 6. Ratify Executive Committee's Action on Proposed Changes to NCARB Intern Development Program (IDP) Related to IDP Reporting Requirement
- I. Review and Approve 2014/2015 Intra-Agency Contract Agreement with the Office of Professional Examination Services for CSE Development
- J. Regulatory and Enforcement Committee (REC) Report
 - 1. Update on April 24, 2014 REC Meeting
 - 2. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Review and Consider Adding a Provision Regarding "Scope of Work" to Written Contract Requirements [Business and Professions Code Section (BPC) 5536.22]
 - 3. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Review Reporting Threshold (\$5,000) in Reporting Requirement (BPC 5588)

(Continued)

K. Communications Committee Report

1. Update on May 6, 2014 Communications Committee Meeting
2. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Implement Digital Alternatives for Outreach to Schools and Veterans Administration Counseling Centers
3. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to publish CAB's Newsletter, *California Architects*, in Accessible HTML Format
4. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Use Social Media to Inform the Public About Recent Board Activities
5. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Increase Public Awareness About the Board and its Functions Through the Development of Expanded Digital Presence
6. Review and Approve Recommendation Regarding 2014 Strategic Plan Objective to Research Engagement with Collateral Organizations such as NAAB, NCARB, Association of Collegiate Schools of Architecture, and American Institute of Architecture to Promote Public Awareness

L. Update on Landscape Architects Technical Committee March 20, 2014 Meeting

M. Closed Session – Disciplinary Decisions [Closed Session Pursuant to Government Code Section 11126(c) (3)]

1. Review and Approve February 26, 2014 Closed Session Minutes
2. Consider Proposed Enforcement Decisions and Stipulations

N. Review of Schedule

O. Adjournment

The notice and agenda for this meeting and other meetings of the Board can be found on the Board's website: www.cab.ca.gov. Any other requests relating to the Board meeting should be directed to Ms. Fernandez at (916) 575-7202.

Protection of the public shall be the highest priority for the CAB in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount. (BPC 5510.15)



Edmund G. Brown Jr.
GOVERNOR

CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

May 12, 2014

The Honorable Ted W. Lieu
Senate Business, Professions, and Economic Development Committee
State Capitol, Room 2053
Sacramento, CA 95814

RE: AB 186 (Oppose Unless Amended) - Military Spouses

Dear Chairman Lieu:

The California Architects Board (Board) and Landscape Architects Technical Committee (LATC) have taken an Oppose Unless Amended position on AB 186 and are requesting an exemption from the bill's provisions (similar to that being provided to the Board of Professional Engineers, Land Surveyors, and Geologists). We respectfully request your support for such amendments at the June 2, 2014 hearing.

AB 186 would force the Board and LATC to waive the California Supplemental Examination (CSE). The CSE tests for content in critical knowledge areas, such as seismic safety, accessibility, fire protection, and energy efficiency. It is the last requirement prior to licensure and is vital to our mandate to protect the public health, safety, and welfare of our citizens. Waiving the CSE would expose Californians to significant threats to their safety.

Accordingly, the Board and LATC reiterate the request for an amendment that provides an exemption from the bill's provisions.

Should you have any questions or comments, please contact the Board's Executive Officer, Doug McCauley, at (916) 575-7502.

Sincerely,

SHERAN VOIGT
President

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cc: Members, Senate Committee on Business, Professions and Economic Development
The Honorable Brian Maienschein
Le Ondra Clark, Ph.D., Consultant, Senate Committee on Business, Professions and Economic Development
Kayla Williams, Policy Consultant, Senate Republican Caucus

Agenda Item D

ELECTION OF LATC OFFICERS

Members of the Landscape Architects Technical Committee will nominate and elect a chair and vice-chair for fiscal year 2014/15 at today's meeting.

Agenda Item E

OCCUPATIONAL ANALYSIS (OA) REPORT

1. Review and Approve Results of the OA Presented by Office of Professional Examination Services (OPES)
2. Discuss Upcoming Linkage Study Conducted by OPES

In January 2013, the Landscape Architects Technical Committee (LATC) contracted with OPES to conduct an occupational analysis (OA) of the landscape architect profession. The purpose of the OA is to define practice for landscape architects in terms of actual job tasks that new licensees must be able to perform safely and competently at the time of licensure. The results of this OA serve as the basis for the examination program for the licensed landscape architect profession in California.

In May 2013, OPES initiated the OA process by kicking off the first of five focus group workshops. Using information gathered during the first three workshops, OPES developed an OA questionnaire and administered it to licensees with valid email addresses. The questionnaires were due back to OPES by November 12, 2013.

On January 23-24, 2014 and February 27-28, 2014, OPES held the final two workshops with the purpose of defining the association between data collected from the questionnaire and actual tasks performed in the landscape architect practice.

In May 2014, OPES completed the OA. The results of this OA will be used by OPES to perform the upcoming linkage study; once a review of the national Landscape Architect Registration Examination (LARE) is completed. The findings of the linkage study will be used to define the content of the California Supplemental Examination (CSE) and form the basis for determining “minimum acceptable competence” as it relates to safe practice at the time of initial licensure.

By adopting the Landscape Architect California Specific Examination Plan contained in the 2014 OA, the LATC ensures that its examination program reflects current practice.

At today’s meeting, the LATC is asked to review and approve the results of the Occupational Analysis presented by OPES and discuss the upcoming linkage study.

ATTACHMENT:

OPES 2014 Landscape Architect California Specific Examination Plan

CHAPTER 5. EXAMINATION PLAN

CALIFORNIA SPECIFIC PRACTICE

The January 2014 focus group also assigned the task and knowledge statements to content areas. The content areas were developed so that they were non-overlapping and described major areas of practice. The February 2014 focus group of SMEs reviewed the first group's results and agreed with the outcome.

In addition to reviewing the cutoff values and their outcomes for the task and knowledge statements, the two focus groups of SMEs were charged with identifying the tasks and knowledge that best described California specific practice. As part of this process, both groups of SMEs were provided information about the general content of the national examination for landscape architects (the Landscape Architect Registration Examination, or LARE), which the LATC requires all candidates for California licensure to have passed before taking the State's licensure examination. The objective was to develop a stronger emphasis on California specific practice while minimizing the content overlap between the national and California examinations.

Both groups of SMEs reviewed the tasks in each content area and identified those tasks that were descriptive of general Landscape Architect practice. These tasks were marked for possible deletion from the test plan. The groups then identified the knowledge related to the tasks marked for removal. Those tasks that were linked to knowledge related to California specific practice were retained. The tasks and their related knowledge that were not descriptive of California specific practice were removed. The SMEs continued in this manner until all of the content areas had been reviewed and only the 24 tasks and 43 knowledge statements that best reflected California specific practice remained.

CONTENT AREAS AND WEIGHTS

In order for the February 2014 group of SMEs to determine the relative weights of the content areas for the examination outline, initial calculations were performed by dividing the sum of the task critical values for a content area by the overall sum of the task critical values for all tasks, as shown below. The content area weights based on the task critical values are presented in Table 19.

$$\frac{\text{Sum of Critical Values for Tasks in Content Area}}{\text{Sum of Critical Values for All Tasks}} = \text{Percent Weight of Content Area}$$

In reviewing the preliminary weights based solely on the task critical values, the SMEs determined that these weights did not reflect the relative importance of the content areas to California practice. The SMEs were then presented with values that took into consideration the task frequency and importance ratings and knowledge importance ratings for the tasks and knowledge in each content area. These values were

calculated by multiplying the sum of the task critical values (TCV) for the content area times the sum of the knowledge importance (KImp) ratings for each content area (CA), and dividing by the sum of the TCVs for all tasks times the KImp for all knowledge, for all content areas, as shown below. The content area weights based on the TCV and KImp values are presented in Table 19.

$$\frac{(\text{Sum TCV for all Tasks in CA}) \times (\text{Sum KImp ratings for all Knowledge in CA})}{(\text{Sum (TCV in CA} \times \text{KImp in CA)}) \text{ for all CAs}}$$

The February 2014 SMEs then reviewed the linkage between each task and its related knowledge for each content area. The purpose of reviewing the linkage again was for the group to clarify how this linkage would be reflected as item content in the California specific examination. This review and discussion led the group to agree that the content area weightings based on the totality of the respondent ratings [task frequency (TFreq) and importance (TImp) and knowledge importance (KImp)] were more reflective of the relative importance of the tasks and knowledge in each content area to California specific practice. It was also during this review and discussion that the SMEs requested that the weights for subcontent areas Ia (Site Inventory and Analysis) and Ib (Laws, Codes, and Regulations) be adjusted to better reflect their relative importance.

TABLE 19 – CONTENT AREA WEIGHTS: LANDSCAPE ARCHITECT CALIFORNIA SPECIFIC EXAMINATION

	#Ts / #Ks	TCV (TFreq * TImp)	TCV*KImp	Final Wts.
I. Site Assessment	6 / 8	30.7%	18%	15%
a. Site Inventory and Analysis	3 / 5	14.4%	8%	10%
b. Laws, Codes, and Regulations	3 / 3	16.3%	10%	5%
II. Program Development	3 / 7	12.1%	7%	10%
III. Design Process	9 / 22	39.4%	65.8%	65%
IV. Construction Documents and Contract Performance	3 / 6	18%	9%	10%
	24 / 43	100%	100%	100%

The content outline for the Landscape Architect California Specific Examination is presented in Table 20. The task and knowledge linkage for each content area is presented in Appendix D.

TABLE 20 – EXAMINATION CONTENT OUTLINE: LANDSCAPE ARCHITECT CALIFORNIA SPECIFIC EXAMINATION

I. SITE ASSESSMENT (15%): This area assesses the candidate's ability to evaluate and analyze the project site and surrounding conditions to determine opportunities and constraints based on the client's goals and objectives.

Task Statements	Knowledge Statements
<p>A. Site Inventory and Analysis (10%)</p> <p>2 Gather general site information and data to identify alternative approaches to the project</p> <p>8 Identify on- and off-site conditions and evaluate the potential opportunities and constraints for project development</p> <p>10 Evaluate the potential impacts to the site and surrounding areas posed by the project development</p>	<p>2 Knowledge of methods for collecting and evaluating the information (e.g., regulatory impacts, projected costs, local and environmental issues) needed to determine the feasibility of approaches to a project</p> <p>10 Knowledge of the types of natural site conditions and resources (e.g., sensitive environments, geology, and existing ecology) and their potential effect on site development</p> <p>13 Knowledge of types of hazardous conditions (e.g., fire, flood, erosion, storm water, soil contaminants) and their potential effect on site development</p> <p>17 Knowledge of methods for obtaining site and design history sufficient to understand the significance of cultural/historical site elements</p> <p>12 Knowledge of procedures used to evaluate the impact of off-site conditions (e.g., environmentally sensitive resources, watershed boundaries) on site development</p>
<p>B. Laws, Codes, and Regulations (5%)</p> <p>14 Determine the relevant laws, codes, and regulations that govern the project</p> <p>15 Identify the responsible regulatory agencies and their requirements and approval processes to evaluate the impact on the project (e.g., scope, costs, schedule)</p> <p>16 Coordinate research with technical consultants to evaluate the regulatory and property requirements (e.g., easements, setbacks, restrictions, master/general plans) affecting the site</p>	<p>19 Knowledge of methods and procedures for clarifying and evaluating regulatory requirements (e.g., applicable laws, responsible agency, requirements and approval process) and their potential effect on project development</p> <p>20 Knowledge of methods for determining the laws, codes, easements and restrictions that apply to the project and their impact on project development</p> <p>15 Knowledge of data and information resources available (e.g., agency contacts, technical consultants) to research the potential impacts from on- and off-site factors on site development</p>

II. PROGRAM DEVELOPMENT (10%): This area assesses the candidate's ability to develop and evaluate program elements based on the client's goals and the site conditions and constraints.

Task Statements	Knowledge Statements
<p>1 Develop project program based on the goals and objectives of the client and users</p> <p>7 Develop program alternatives that support human communities, preserve and enhance the environment and biodiversity, and restore degraded sites (e.g., soil mitigation, constructed wetland)</p> <p>13 Identify and engage individuals, groups, and organizations that may have specific knowledge or concerns about the site so that the potential impact on the project can be evaluated</p>	<p>1 Knowledge of methods for determining the project scope and developing project parameters</p> <p>3 Knowledge of water management strategies and systems</p> <p>5 Knowledge of methods and techniques for communicating program ideas to clients, the project team, and the public</p> <p>6 Knowledge of current approaches to sustainable and low impact development</p> <p>7 Knowledge of design strategies to facilitate active living (e.g., walkable cities, transit-oriented development, safe routes to schools, bike paths)</p> <p>9 Knowledge of design strategies that preserve native habitat and promote biodiversity</p> <p>21 Knowledge of methods for preserving, enhancing, or featuring unique site features (e.g., vegetation, geology, views, waterways, cultural/historical elements) in the design process</p>

III. DESIGN PROCESS (65%): This area assesses the candidate's ability to develop, evaluate, and refine design solutions to meet the client's needs.

Task Statements	Knowledge Statements
<p>27 Develop project solutions to implement environmentally responsible design practices to assist in resource preservation (e.g., air quality, energy conservation, water conservation)</p> <p>29 Develop landscape solutions to promote energy conservation (e.g., strategic tree planting, use local products)</p>	<p>55 Knowledge of regulations and best management practices for sustainable development (e.g., CalGreen, LEED, Sustainable Site Initiative, Green Roofs)</p> <p>58 Knowledge of landscape solutions that promote energy conservation</p>
<p>19 Develop measures for the mitigation, remediation, or reclamation of impacts to the environment from site development</p>	<p>30 Knowledge of the effects of environmental toxicity on soil and plants</p> <p>31 Knowledge of mitigation solutions for complying with environmental regulations (e.g., CEQA, NEPA)</p> <p>32 Knowledge of remediation strategies and their application for natural resource restoration/preservation (e.g. bioremediation and phytoremediation)</p> <p>33 Knowledge of strategies for amending site conditions (e.g., alkaline soil, requirements of soil conditions, aerially deposited lead)</p>
<p>24 Design circulation systems (vehicular and non-vehicular) within regulatory design specifications to facilitate implementation of project</p> <p>25 Design site plan for user safety, security, and crime prevention to facilitate implementation of project</p>	<p>46 Knowledge of California accessibility requirements and methods for achieving accessibility in the site and the vehicular and non-vehicular circulation system designs</p> <p>47 Knowledge of resources for interpreting and implementing regulatory and technical requirements (e.g., agency contacts, technical consultants) related to site development</p> <p>49 Knowledge of design options for site layout to increase user safety, security, and crime prevention (e.g., equipment, lighting, plantings, site layout)</p>

III. DESIGN PROCESS (65%): This area assesses the candidate's ability to develop, evaluate, and refine design solutions to meet the client's needs.

Task Statements	Knowledge Statements
<p>21 Design site grading and drainage plan that facilitates implementation of the project and offers solutions for stormwater management</p> <p>22 Develop design solutions for water conservation and management to assist in resource preservation (e.g., water reuse, water recycling, water harvesting)</p>	<p>41 Knowledge of federal, State, and local laws and requirements regarding stormwater</p> <p>42 Knowledge of design solutions for water management and conservation (e.g., erosion control, rainwater harvesting, grey water, reclaimed water, retention and detention)</p> <p>43 Knowledge of Low Impact Development (LID) methods and the procedures for their implementation (e.g., bioretention, soil amendments, vegetated swales and buffers, Green Streets)</p>
<p>18 Design planting plan to identify vegetation types and locations based on client goals, suitability, and sustainability to comply with the requirements of the project plan</p>	<p>23 Knowledge of factors that affect plant health and longevity (e.g., geography, weather, soils, water quality, water availability, pathogens)</p> <p>24 Knowledge of approaches to plant selection and compatibility that support water management and conservation (including WUCOLS)</p> <p>25 Knowledge of landscape strategies that support California's ecological communities and ecoregions</p> <p>26 Knowledge of plants invasive to California ecological communities</p> <p>27 Knowledge of plants noxious to people and domesticated animals</p> <p>29 Knowledge of planting strategies that mitigate site hazards (e.g., erosion, fire)</p>
<p>20 Design irrigation system to facilitate water management and efficient distribution of water to promote healthy plant growth</p>	<p>34 Knowledge of principles and procedures of irrigation system design (e.g., equipment, applications, water conservation)</p> <p>35 Knowledge of methods and procedures for employing alternative water sources</p> <p>36 Knowledge of State and local requirements regarding water management and conservation (e.g., AB 1881, CBC)</p> <p>37 Knowledge of how to perform water use calculations</p>

IV. CONSTRUCTION DOCUMENTS AND CONTRACT PERFORMANCE (10%): This area assesses the candidate's ability to prepare construction documents and perform administration.

Task Statements	Knowledge Statements
<p>34 Develop professional services contract in keeping with legal requirements and professional practice</p> <p>30 Prepare construction documents including demolition, site protection and preservation, grading and drainage, planting, irrigation, layout, lighting, etc.</p> <p>35 Perform project/contractual responsibilities in keeping with professional and ethical standards</p>	<p>59 Knowledge of procedures for preparing construction documents and jurisdictional submittals (e.g., approvals, permits)</p> <p>63 Knowledge of processes and procedures for construction bidding, contract negotiation, and project delivery</p> <p>64 Knowledge of professional and ethical standards related to practice of landscape architecture</p> <p>67 Knowledge of California law as it relates to contracts and construction (e.g., lien requirements, minimum warranty periods, California Building Code)</p> <p>72 Knowledge of procedures for evaluating work conformance and completeness in relation to the construction documents</p> <p>70 Knowledge of procedures for contract close-out (e.g., punch lists)</p>

Agenda Item F

REVIEW AND CONSIDER REQUEST FOR RE-LICENSURE

The Landscape Architects Technical Committee (LATC) received a re-licensure application for:

Applicant:	Marshall Rullman
Former License Number:	LA 4999
License Issued:	November 30, 2004
License Expired:	April 30, 2009

Pursuant to Business and Professions Code (BPC) section 5680.2(c) and California Code of Regulations (CCR) section 2624, an applicant whose license has been expired for more than three years, but less than five years, must obtain LATC approval for re-licensure.

BPC section 5680.2(c) reads as follows:

“The applicant takes and passes the examination which would be required of the applicant if the applicant were then applying for the license for the first time, or otherwise establishes to the satisfaction of the board that the applicant is qualified to practice landscape architecture.”

CCR section 2624 reads as follows:

“An applicant whose landscape architect license has been expired for more than three years but less than five years shall be eligible for a new license upon:

- (a) Complying with the provisions of Business and Professions Code Section 5680.2;
- (b) Completing the re-licensure application process as follows:
 - (1) Submitting application for examination and all fees required of first-time applicants (see sections 2610 and 2649);
 - (2) Submitting work samples and supporting materials that demonstrate applicant’s current knowledge and experience in landscape architecture; and
 - (3) Passing current sections of the national licensing examination, if any, designated by the Landscape Architects Technical Committee.
- (c) Passing the California Supplemental Examination.”

A re-licensure application packet was provided to LATC members David Allan Taylor Jr. and Nicki Johnson for review. The packet contained Mr. Rullman's original Eligibility Application, current resume, statement explaining the circumstances of the expired license and three work samples. The members were asked to review his portfolio of information and provide a recommendation to the LATC.

At today's meeting, the LATC will be asked to determine whether: 1) Mr. Rullman has demonstrated minimal competence through the application packet and portfolio without examination, or 2) any current section(s) of the national licensing examination must be passed prior to becoming eligible for a new license.

ATTACHMENTS:

1. Re-Licensure Procedures
2. Re-Licensure Review Guidelines

RE-LICENSURE PROCEDURES

Pursuant to Business and Professions Code (BPC) section 5680.2 and California Code of Regulations section 2624, a landscape architect license which is not renewed within three years after its expiration, may not be renewed, restored, reissued, or reinstated thereafter; however, an applicant whose license has been expired for more than three years but less than five years shall be eligible for a new license if:

1. No fact, circumstance, or condition exists which, if the license were issued, would justify its revocation or suspension,
2. The applicant pays all of the fees which would be required of the applicant if the applicant were then applying for the license for the first time,
3. The applicant takes and passes the examination which would be required of the applicant if the applicant were then applying for the license for the first time, or otherwise establishes to the satisfaction of the Landscape Architects Technical Committee (LATC) that the applicant is qualified to practice landscape architecture, and
4. The applicant takes and passes the California Supplemental Examination (CSE).

In order for you to legally practice landscape architecture in California, it will be necessary to obtain a new landscape architect license. As outlined below, you may submit an eligibility application, CSE application, and portfolio for the LATC's review that demonstrates your knowledge and skills in landscape architecture. If this review demonstrates to the LATC's satisfaction that you are qualified to practice landscape architecture, the licensing examination or portions thereof, may be waived. This option is available only to those individuals whose license has been expired for more than three (3) years but less than five (5) years. Be advised that there are specific conditions associated with the portfolio review option.

The LATC requires that your portfolio include your most current work samples. If the samples are for work performed in California **after** the expiration of your license, such work may constitute unlicensed activity, a violation of BPC section 5640, and grounds for denial of a new license. However, where the unlicensed activity is not of a serious nature (e.g., does not involve consumer harm or a pattern of disregard for the licensing laws), the LATC may choose to address the unlicensed activity by issuance of an administrative citation and the imposition of a fine rather than denial of the license application.

If you believe you qualify for a new license under the portfolio review alternative, thoroughly read and follow the instructions on the subsequent pages. **Your portfolio packet must be complete when submitted.** Receipt of additional material after receipt of original packet will not be accepted.

INSTRUCTIONS FOR COMPLETING THE RE-LICENSURE APPLICATION PACKET

Portfolio packages must be received 60 days prior to the LATC meeting at which they will be considered. Visit www.latc.ca.gov for meeting schedule. Portfolio packets received after that time will be reviewed at the next scheduled LATC meeting. All materials submitted become the property of the LATC and will not be returned. You will be notified of the decision of the LATC within 30 days of the meeting at which your information was reviewed.

To be considered for a new license, you must submit the following fees and documents:

1. A completed Eligibility Application and CSE application.
2. A check payable to the LATC in the amount of \$345, to cover the eligibility application fee (\$35), the California Supplemental Examination (CSE) application fee (\$35), and the CSE fee (\$275).
3. A statement to explain the circumstances of your expired license.
4. Vitae/resume of relevant professional practice and educational experience to date. Please list in chronological order.
5. A minimum of two references from landscape architects licensed in California to verify the period of your work experience since your license expired.
6. Work samples that demonstrate your current knowledge and experience in the practice of landscape architecture. Please submit two copies of each work sample.

The work samples must be complete and meet the criteria listed below.

1. Please submit your most recent work. Work submitted must be your own work. If part of the work samples includes work other than your own, clearly identify the work you personally performed.
2. All work samples must be dated.
3. Each work sample must include a brief description and the content must be self-evident. Label, or in some manner, identify the category under which each work sample is to be considered.
4. Place your signature or initials on every page of each work sample submitted.
5. Submit work samples in a manner that demonstrates your knowledge, skills and abilities under each category as described below.

WORK SAMPLE CATEGORIES

Project and Construction Management

- ◆ Project Management
 - 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 regulations, consultants, clients)
 - Coordinate Other Discipline's Documents
 - Document Design Decisions and Project Base Map
 - Prepare Technical Memorandum and Graphics
 - Obtain Input from Stakeholders Regarding Project
 - Coordinate Construction Documents (internally, with clients, and with other consultants)
- ◆ Bidding and Construction
 - 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 Shop Drawings
 - Prepare Change Orders
 - Conduct Construction Site Review and Documentation
 - Perform Substantial Completion Inspection
 - Perform Final Inspection

Inventory and Analysis

- ◆ Site Inventory
 - Determine Applicable Codes, Regulations, and Permitting Requirements
 - Conduct Onsite Investigation
 - Collect and Record Site Inventory
 - Identify Gaps and Deficiencies
- ◆ Analysis of Existing Conditions
 - 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

Design

- ◆ Concept Development
 - Synthesize Site Opportunities and Constraints
 - Refine Program
 - Create Design Alternatives
 - Analyze Design Alternatives
 - Develop Concept Narrative
 - Refine Conceptual Design(s)

- Prepare Conceptual Renderings
- ◆ Design Development
 - 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 Component

Grading, Drainage and Construction Documentation

- ◆ Exam
 - 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

In accordance with BPC section 5640, it is a misdemeanor, punishable by a fine of not less than (\$100) nor more than (\$5,000) or by imprisonment in the county jail not exceeding six months, or by both such fine and imprisonment, for any person, who, without possessing a valid, unrevoked license engages in the practice of landscape architecture or uses the title or term "landscape architect," "landscape architecture," "landscape architectural," or any other titles, words, or abbreviations that would imply or indicated that he or she is a landscape architect.

I, _____, declare under penalty of perjury under the laws of the State of California that all of the work samples submitted herein are exclusively my own work except where it is clearly identified which portion of the work samples is not my own.

Signature

Date

Re-licensure Review

Date: _____

Reviewer: _____

Applicant's Name: _____ Date Application Received: _____

Expired license number: _____ Original Issue Date: _____ Expiration Date: _____

Instructions to Reviewer:

The following materials are included for your review:

- ◆ An Eligibility/Examination Application for First Time Candidates
- ◆ A statement explaining the circumstances pertaining to the expired license
- ◆ Vitae/resume of relevant professional practice and educational experience to date
- ◆ Two references from landscape architects licensed in California to verify the period of work experience since license expired
- ◆ Work samples that demonstrate applicant's current knowledge and experience in the practice of landscape architecture

List the date(s) of the work samples provided by the applicant:

Was landscape architectural work performed after license expired?

☐ Yes ☐ No

Applicant: _____

Please check the appropriate box when indicating if work samples submitted demonstrate current knowledge and experience in the following categories (if required knowledge and experience in the specified category is clearly demonstrated, check 2; if it is met, check 1; if it is not met, check 0):

Project and Construction Management

Requirement Met Yes ☐ No ☐

- ◆ **Project Management** 2 ☐ 1 ☐ 0 ☐
 - Determine Project Scope and Client Requirements
 - Establish and Monitor Project Budgets (or Statement of Probably 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** 2 ☐ 1 ☐ 0 ☐
 - 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

Inventory and Analysis

Requirement Met Yes ☐ No ☐

- ◆ **Site Inventory** 2 ☐ 1 ☐ 0 ☐
 - Determine Applicable Codes, Regulations, and Permitting Requirements
 - Conduct Onsite Investigation
 - Collect and Record Site Inventory
 - Identify Gaps and Deficiencies
- ◆ **Analysis of Existing Conditions** 2 ☐ 1 ☐ 0 ☐
 - 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

Design

Requirement Met Yes ☐ No ☐

- ◆ Concept Development 2 ☐ 1 ☐ 0 ☐
 - Synthesize Site Opportunities and Constraints
 - Refine Program
 - Create Design Alternatives
 - Analyze Design Alternatives
 - Develop Concept Narrative
 - Refine Conceptual Design(s)
 - Prepare Conceptual Renderings
- ◆ Design Development 2 ☐ 1 ☐ 0 ☐
 - 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 Component

Grading, Drainage and Construction Documentation

Requirement Met Yes ☐ No ☐

- ◆ Exam 2 ☐ 1 ☐ 0 ☐
 - 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

Applicant: _____

RECOMMENDATION

- ◆ Recommend the LATC approve the re-licensure application with the stipulation that the applicant take and pass the California Supplemental Examination. ☐

- ◆ Recommend the LATC deny the re-licensure application. Applicant must take and pass section(s) of the Landscape Architect Registration Examination as indicated below and the California Supplemental Examination. ☐

LARE Section(s) required if applicable: 1 _____ 2 _____ 3 _____ 4 _____

- 1: Project and Construction Management
- 2: Inventory and Analysis
- 3: Design
- 4: Grading, Drainage and Construction Documentation

Please list the basis for recommending section(s) of the LARE to be taken. (Use additional paper if necessary)

Signature of Reviewer: _____ Date: _____

Agenda Item G

REVIEW AND APPROVE RECOMMENDATION REGARDING FISCAL YEAR (FY) 2013/2014 THROUGH FY 2014/2015 STRATEGIC PLAN OBJECTIVE TO PREPARE 2016 SUNSET REVIEW REPORT

The LATC's current strategic plan contains an objective to prepare and submit the LATC's Sunset Review Report. The LATC's Sunset Review Report is due to the Legislature on November 1, 2014. Staff prepared a draft of the Report and is presenting it to the LATC for review and input at today's meeting.

The LATC will be asked to give approval of the final draft of the Report at its next meeting, prior to November 1, 2014.

The draft Sunset Review Report will be provided under separate cover.

Agenda Item H

REPORT ON COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS (CLARB)

1. Review and Approve Recommended Position on CLARB's Committee on Nominations Election Ballot
2. Update on CLARB's 2014 Board of Directors Election, and Possible Action

On May 29, 2014, the LATC received a mail-in ballot and the final slate of candidates for CLARB's 2014 Committee on Nominations election. Ballots for this election are due by June 30 and the LATC may vote for as many as three of the following candidates:

- Frederick Kniesler, NJ
- John Sadlon, NJ
- Tim Schmalenberger, OH
- George Weaver, AL

The final slate of candidates for the 2014 Board of Directors election will be available at least 60 days prior to the CLARB Annual Meeting scheduled for September 25-27, 2014, and the LATC will have an opportunity to vote in this election by mail-in ballot prior to the CLARB meeting.

LATC continues to track the pass rates for the Landscape Architect Registration Examination (LARE). Pass rates for the March 31 – April 12, 2014 LARE administration are attached. The next administration of the LARE is August 18 – 30, 2014 and LATC's eligibility deadline for this administration is June 9, 2014.

ATTACHMENTS:

1. CLARB Elections Update
2. CLARB 2014 Committee on Nominations Final Slate Candidate Biographies
3. CLARB 2014 Committee on Nominations Election Ballot
4. CLARB 2014 Board of Directors Initial Slate Candidate Biographies
5. CLARB Bylaws
6. 2013-2014 CLARB Board of Directors
7. CLARB Member Board E-News
8. LARE California and National Pass Rates



COUNCIL OF LANDSCAPE ARCHITECTURAL
REGISTRATION BOARDS

Ballots Due by June 30 for the Committee on Nominations Election; Nominations from the Floor for Other Elections Due by June 20



One of your rights as a CLARB member is electing CLARB leadership. Here's your complete guide to this year's elections. (This information is also available on the CLARB website.)

[Learn more about each position up for election.](#) If you have questions or would like more information, please refer to [Article VII, Section 2 of the CLARB bylaws](#) or contact [Veronica Meadows](#) or [Dennis Bryers](#), Chair of the Committee on Nominations which oversees all elections.

Election #1: Committee on Nominations

The final slate of candidates has been selected. Follow these links to download/view candidate bios.

- [Frederick Kniesler](#)
- [John Sadlon](#)
- [Tim Schmalenberger](#)
- [George Weaver](#)

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 Monday, June 30** and may be sent to Veronica Meadows via mail or [email](#).

Election #2: President, President-Elect, Vice President, and Secretary

The initial slate of candidates is now available. Follow these links to download/view candidate bios.

- [Jerany Jackson](#) (President)
- [Randy Weatherly](#) (President-Elect)
- [Karen Cesare](#) (Vice President)
- [Christopher Hoffman](#) (Vice President)
- [Phil Meyer](#) (Secretary)

- [Vaughn Rinner](#) (Secretary)
- [John Tarkany](#) (Secretary)

It's not too late to nominate yourself or another qualified CLARB member for these positions!*

Nominations from the floor will be accepted through Friday, June 20. [Refer to this list of CLARB members](#) who are eligible for this year's elections and [submit a nominations form](#) to Veronica Meadows via mail or [email](#).

The final slate of candidates will be available on Tuesday, July 1; ballots and credentials letters will be provided at that time. Ballots/credentials letters may be mailed or [emailed](#) to Veronica Meadows no later than Friday, September 19 or turned in at the Annual Meeting no later than Thursday, September 25.

** Nominations from the floor for President are not needed, as the current President-Elect automatically ascends to the office of President.*



Frederick C. Kniesler, Jr. (Rick) COMMITTEE ON NOMINATIONS NOMINEE

GENERAL INFORMATION

Home Address: Grove, New Jersey
Firm Name: Kniesler Consulting Group
Firm Address: Rumson, New Jersey
Position in Firm: Principal
Education: BSLA, University of Virginia
MCP, University of Pennsylvania
Licenses: LLA (NJ) No. 5, PP (NJ) No. 3288
CLARB Certified: No
Council Record Holder: No



QUESTION FROM THE NOMINATING COMMITTEE

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?

Although I have been involved with CLARB since 1985, I am not focused on the past; this is an organization that has gone forward and adapted to changing trends and needs. I have supported the growth of the organization and the work with developing relationships with other professional licensing organizations.

New Jersey was one of the first states to require continuing education for landscape architects. I was fortunate to be involved developing the "Model Law" and co-coordinating continuing education standards with ASLA and affiliated organizations.

When New Jersey granted certification to interior designers, I was a liaison to that committee as they developed their rules and regulations, and established the process for certification.

One subtle contribution to CLARB of which I am proud is suggesting the "mentoring" of new representatives at the Spring/Annual meetings. As attendance became restricted by state budgets, we were faced with new representatives coming to meetings for the first time, and not knowing anyone or the mission of CLARB. For several years, staff paired newcomers with veterans during the "ice breaker sessions" to help bring newcomers up to speed.

Generally, working with Planning and Zoning Boards in more than 50 municipalities for 30 years has exposed me to many group situations, and enhanced my ability to work with people—an identify talent.

STATE/PROVINCIAL BOARD SERVICE

- Dates Appointed to Board: Initial N. J. Landscape Architect Committee (1984)
 - Appointed by: Gov. Kean
 - Board Service: Member for 20 years, Chair for 5 years
- Dates Appointed to Board: Re-appointed (1990)
 - Appointed by: Gov. Florio
 - Board Service: Stepped down for family reasons (1991)
- Dates Appointed to Board: Re-appointed to Committee and also to the State Board of Architects (1995)
 - Appointed by: Gov. Whitman
 - Board Service: Member for 15 years, President for 1 year. Represented N.J. at NCARB for 3 years.
- Dates Appointed to Board: Re-Appointed and transitioned the change from L.A. Committee to full licensure/Board status (2002)
 - Appointed by: Gov. McGreevy
- Not re-appointed by Gov. Corzine (2010)

CLARB SERVICE

- 1885: Attended first CLARB meeting
- "Model Law" Committee
- "Continuing Education" Committee
- Ad-hoc Committee on CLARB Future
- Alternate Region 1 Director – 6 years

OTHER SERVICE/AWARDS

- Member and Vice-Chair, Rumson Zoning Board – 20 years
- Member and Past President, Monmouth County Historical Association – 25 years
- Advisor to four (4) Eagle Scout projects



John M. Sadlon
COMMITTEE ON NOMINATIONS NOMINEE

GENERAL INFORMATION

Home Address: Warren, New Jersey

Firm Name: self – consultant

Firm Address: Warren, New Jersey

Position in Firm: N/A

Education:

AAS-Forestry,
Paul Smith's College of Environmental Science and Forestry
BLA, State University of New York and Syracuse University

Licenses: New Jersey Landscape Architect,
New Jersey Professional Planner

CLARB Certified: No

Council Record Holder: No



STATE/PROVINCIAL BOARD SERVICE

Dates Appointed to Board:

- 1990–1998: Commissioner -State Board of Architects
- 1991–2000, 2006–2008: Member-Landscape Architect Examination and Evaluation Committee

Appointed by: Governors Florio, Whitman, and Corzine

CLARB SERVICE

- 1995–2012: Graded Examinations
- 2012–2016: Exam Writing Committee

OTHER SERVICE/AWARDS

- 1997–Present: Jurist-Long Island Nurseryman's Design Competition

QUESTION FROM THE NOMINATING COMMITTEE

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 became a member of our state board shortly after the initial legislation which recognized landscape architecture as a design profession in the State of New Jersey. The legislature incorporated a framework whereby the profession would be regulated by an interdisciplinary state board that included architects, landscape architects, and eventually interior designers. The initial regulations established by the Board were some of the most restrictive in the nation to the practice of our profession. During my tenure on the Board, I committed myself to affect changes to those laws and regulations to allow greater public access of the knowledge, skills, and abilities of landscape architects. The 10-year process began by educating the legislative and regulatory communities as well as the allied design professions, many of which were not receptive to change. Through a series of interdisciplinary discussions and public hearings, understandings were reached that resulted in the Board adopting a resolution that is today the basis for ongoing legislative efforts.

Continued to the right...

The success of my effort was founded in my early participation in CLARB organizational activities. For example, my involvement in the task analysis process provided me with the understanding of the legally defensible scope of services provided by the profession nationally. More importantly, I came to understand and appreciate the mission of CLARB as an organization and the role that it has played and continues to play in our profession. I, as many others, have chosen to continue to participate in that mission and remain involved in the organization as a volunteer in whatever capacity called upon.

As a member of our state board, I developed and exercised leadership and interpersonal skills to successfully advance an agenda politically and socially. I believe that the history of my involvement both locally and nationally with CLARB is evidence of my commitment to the organization and my willingness to continue to serve effectively as a member of the Nominations Committee.



TIM SCHMALENBERGER, PLA, FASLA COMMITTEE ON NOMINATIONS NOMINEE

GENERAL INFORMATION

Home Address: Hilliard, Ohio

Firm Name: MKSK

Firm Address: Columbus, Ohio

Position in Firm: Senior Principal

Education: BSLA Landscape Architecture,
The Ohio State University - 1980

Licenses: Ohio, Wyoming (inactive)

CLARB Council Record: Yes

CLARB Certified: Yes



QUESTION FROM THE NOMINATING COMMITTEE

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 realized after co-founding and managing a landscape architectural design practice for nearly a quarter of a century, building it from two staff professionals to more than 70 in four offices, winning more than 100 project awards, and providing communities with dozens of significant public realm projects that will serve the residents for decades...that none of those accomplishments would have been possible without surrounding myself and my fellow principals with talented, responsible, and passionate people.

I believe my most applicable attribute that would serve as the best asset to the Committee is that I am typically a good judge of character in people. I like talking with people and learning their "story," their experiences, their expertise, likes and dislikes, their professional practice passions, and their personal life experiences that may have had a profound effect on their lives. I believe we ALL have something valuable to contribute, no matter what the topic or issue...this is really what's important. Collaborative people and environments are key to successful accomplishments these days. My life and professional experiences have shaped me into the individual that I am today and I feel that my most valuable role is to "coach" people to be more successful in whatever their endeavor, whether professional or personal life aspirations.

I would apply this experiential knowledge to assist CLARB in identifying candidates and eventual nominees that possess useful attributes, knowledge, and are genuinely interested in serving in one of CLARB's official capacities.

Thank you for considering me for the challenge and if successful, allowing me the continued opportunity to serve the landscape architecture profession.

STATE/PROVINCIAL BOARD SERVICE

Dates Appointed to Board: 2004, 2009, 2013 (current term ends November 2018)

Appointed by: Governors Bob Taft, Ted Strickland, John Kasich

Board Service: February 2004–Present

CLARB SERVICE

I have attended a majority of CLARB meetings (Spring & Annual) since being appointed to the State Board in 2004 and served as Alternate Region II Director from 2008–2010 and then as Region II Director from 2010–2012. I enjoy serving CLARB in any capacity that strengthens the landscape architecture profession and licensure as a whole.

OTHER SERVICE/AWARDS

- 2013: Elevated to Fellow of the American Society of Landscape Architects, Annual Meeting, Boston, Massachusetts
- 1994–Present: Ohio State University Knowlton School of Architecture, Alumni Society Board, Member
- 2005–Present: Hilliard Darby High School - Mentorship Program, Mentor
- 2006: Ohio Chapter ASLA Strategic Planning Session with Executive Committee
- 2006: Thomas Worthington High School, Professional Services Mentor
- 2006: Service Award, Delaware County Water and Soil Conservation District, Delaware, Ohio
- 2004: Ohio Chapter ASLA Strategic Planning Workshop, Practitioner Attendee

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TIM SCHMALENBERGER, PLA, FASLA
COMMITTEE ON NOMINATIONS NOMINEE

- 2000–2002: Ohio Chapter ASLA – Practice Act Licensure Upgrade Committee, Negotiator with Allied Professions
- 1994–1999: Upper Arlington High School, Annual Career Day – ‘Focus on Your Future,’ Speaker representing landscape architecture
- 1993–1994: Buckeye Section of the Ohio Chapter ASLA, President / Program Chair



George H. Weaver, Jr. (Rip) COMMITTEE ON NOMINATIONS NOMINEE

GENERAL INFORMATION

Home Address: Vestavia Hills, Alabama

Firm Name: Aldridge Gardens

Firm Address: Hoover, Alabama

Position in Firm: Executive Director

Education: BS Ornamental Horticulture/
Landscape Design,
Auburn University - 1978

MLA Master of Landscape Architecture,
LSU - 1981 (ASLA Certificate of Honor)

Licenses: Alabama (Mississippi, Georgia, and Florida inactive)

CLARB Certified: No

Council Record Holder: No



STATE/PROVINCIAL BOARD SERVICE

Dates Appointed to Board: Alabama Board
of Examiners of Landscape Architects

Appointed by: Governor

Board Service:

- 1998–2011: Board member
- 1995–present: Continuing Education
Committee Chair

CLARB SERVICE

- 1993–2011: CLARB Examination
Committees. 1999–2011: Co-Chairman
of the Examination Committee
- 1993–2012: CLARB Examination
Evaluation Team
- 2010–2012: CLARB Examination Cut
Score Committee
- 2005–2008: CLARB Nominations
Committee

OTHER SERVICE/AWARDS

- 1995–2000: Chairman, Board of
Directors Design Alabama
- 1990–1995: Chairman, Steering
Committee, Alabama Community Design
Program (ACDP), an interdisciplinary
design assistance program sponsored by
Design Alabama. Presented Alabama's
program at the 1993 American Planning
Association Annual Meeting in Chicago.
- 1991–Present: Program Committee
member, "Return of the Natives"- Deep
South Native Plant Conference,
Birmingham
- Past President (1988–1989) and
Executive Committee member (1982–
1992), of the Alabama Chapter of the
American Society of Landscape
Architects (ASLA)
- 2009: Co-Chair, Program Committee,
Alabama/Mississippi ASLA Twin States
Conference
- State of Alabama Forestry Department's
Urban Forestry Council- Founding
Member. 1988–1989: Co-chairman,
Constitution and By-laws Committee.

QUESTION FROM THE NOMINATING COMMITTEE

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?

CLARB is the "soul" of the landscape architecture community. As an organization I have seen CLARB put forth remarkable effort to protect the essence of who we are and what we do. The organization and those who govern it have a deeper understanding and appreciation for landscape architecture as a profession, not as an art form, and my professional circles have introduced me to others who have a similar directive.

There is without question a place for landscape architecture as an "art form," however, the vast majority of us practice traditional landscape architecture as "defined" by Le Nôtre, Olmsted, Simonds, and others. My associations have been with traditional landscape architects who are also interested in protecting and to a large extent, preserving the essence of the profession, while recognizing that the profession should grow organically. CLARB has strengthened my belief that there are those of us who understand the gravity of what we do in protection of not just the profession, but of the health, safety and welfare of those who "use" our designs.

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George H. Weaver, Jr. (Rip)
COMMITTEE ON NOMINATIONS NOMINEE

QUESTION FROM THE NOMINATING COMMITTEE

Professional journeys in landscape architecture and with CLARB have led me to a far greater appreciation for the term “stewards of the land.” Landscape architecture is both a blessing and a curse; the curse being that you can never, ever divorce oneself from it. CLARB represents a very broad audience, but we are, at the end of the day, responsible for creating and maintaining true stewards of the land, a significant challenge in today's world where our capabilities are challenged by other professions. I take that as a challenge.

I have been involved in several organizations where diplomacy is paramount, where various opinions and viewpoints have audience. My education at LSU came at a critical time for me, as the “English as a second language” directive of both the university and the School of Landscape Architecture introduced me to the enormous diversity of the world. I have been fortunate to travel, and have learned to acknowledge and respect others’ beliefs and systems however different from my own. I have also been fortunate to have professional and personal associations with leaders in academia, industry, and design, and feel those associations developed in me a greater understanding of how people react, interact, and respond to different situations. And finally, I am the son of a golf professional, a life guide who told me that he would know more about a person spending four hours with them on a golf course than spending a week with them in the board room. I have used this technique many times in my career with clients (and with my CLARB friends).

In closing, I believe my experiences, both professionally and personally, have well prepared me to assist CLARB as an organization to find its leaders for the future.



CLARB Committee on Nominations Election

Ballot

MEMBER BOARD: _____

COMPLETED BY: _____

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

Frederick Kniesler ☐

Tim Schmalenberger ☐

John Sadlon ☐

George Weaver ☐

Ballots must be received by Veronica Meadows at CLARB by Monday, June 30, 2014 (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



JERANY L. JACKSON
CLARB BOD NOMINEE,
PRESIDENT

GENERAL INFORMATION

Home Address: Springfield, Missouri

Firm Name: Great River Associates

Firm Address: Springfield, Missouri

Position in Firm: Department Head of Special Services

Education: Bachelor of Landscape Architecture,
University of Arkansas

Masters of Business Administration, University of Phoenix

Licenses: Missouri

CLARB Certified: No

Council Record Holder: No



QUESTION FROM THE NOMINATING COMMITTEE

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

CLARB has used the Strategic Management System of Mega Issue Identification since 2008. Mega issues are broad, cross-cutting issues of strategic importance that support the organization's "knowledge-based" strategic governance approach. Each year the Board of Directors identifies one mega issue, out of a pool of several identified, that becomes a regular focus of strategic conversation at the Board of Directors level. Utilizing a goals-, objectives- and strategy-approach, the Board of Directors has arrived at decisions and set directions for the CLARB organization to proceed each year. CLARB has made tangible and notable progress on every mega issue since 2008.

In 2013, the selected mega issue was "How will CLARB remain relevant in a changing world?" Through the now familiar process, the Board of Directors determined that CLARB should pursue a governance/leadership assessment to further the "Good to Great" approach, develop a draft value proposition for the 21st Century, and create a series of pilot projects to increase member engagement. While all of these tasks have begun, it is imperative that CLARB take the critical next steps of continuing forward and completing each one. Further, it is vital that as the organization moves forward, CLARB continues to evaluate mega issues and set goals each year, as this process has guided the organization toward success.

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STATE/PROVINCIAL BOARD SERVICE

Date(s) Appointed to Board: June 2002–
November 2012

Appointed by: Governor of Missouri

Board Service:

- June 2002–November 2012: As a governor-appointed member 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.
- September 1999–June 2002: As a governor-appointed public member 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

- 2013–Present: President-Elect of CLARB Board of Directors
- 2012–2013: 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

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JERANY L. JACKSON
CLARB BOD NOMINEE,
PRESIDENT

QUESTION FROM THE NOMINATING COMMITTEE

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

As the President of CLARB, it is my goal to continue the governance/leadership assessment and as an outcome, ensure that CLARB's governance processes and structure are optimized. As a Board of Directors member since 2008, my leadership at CLARB has been influenced and informed by the Strategic Management System of Mega Issue Identification. It is my overarching goal to be the leader that CLARB has crafted me to be—a well-informed, engaged, and collaborative contributor to a very dynamic dialogue and decision making process.

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



RANDY D. WEATHERLY
CLARB BOD NOMINEE,
PRESIDENT ELECT

Home Address: Bartlesville, Oklahoma

Firm Name: Ambler Architects

Firm Address: Bartlesville, Oklahoma

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



CLARB Certified: Yes

Council Record Holder: Yes

QUESTION FROM THE NOMINATING COMMITTEE

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

- Knowledge of CLARB
 - Strategic goals and objectives
 - Financial
 - Exam
 - Good relationship with Board of Directors and staff
- Personal integrity
- Commitment to CLARB and its direction
- Responsive to change
 - Confidence in dealing with times of change
- Team Leader
 - Ability to delegate
 - Good decision making skills
 - Positive attitude
- Good Communication Skills
 - The best communication is the ability to just listen
- Sense of Humor
 - Sometimes you just have to laugh and enjoy what you are doing.

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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

- 2013–2014: Vice President / Board Officer
- 2011–2013: 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

OTHER SERVICE

Association Membership:

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

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RANDY D. WEATHERLY
CLARB BOD NOMINEE,
PRESIDENT ELECT

QUESTION FROM THE NOMINATING COMMITTEE

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?

Over the last six years of serving on the Board of Directors, 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 finally meeting the organization's reserve goal this year.

I have continued to serve on the finance committee to guide, influence, and assist our finance team to continue the policy of saving for the future and planning for expenses. Financial budgeting is at the core of any successful organization.

Working with the other board members and staff, together we have developed the short-term and long-term vision of the organization. Through Member Board input we have confirmed these decisions and further focused the organization to be what it is today and will be tomorrow.

I have watched as our Board of Directors and staff have become a highly functioning and productive Board. I can honestly say that this is the best Board of Directors that I have ever served on and I am very proud to be a part of this Board of Directors.

Current Community Involvement:

- Day Break Rotary of Bartlesville
- 2000–Present: Day Break Rotary - Fantasy Land of Lights (Christmas Light Show), Chairman
- 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
- Rotary International - Paul Harris Fellow (2)

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)
 - 2006: Wood Badge, Assistant Course Director
- 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

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**KAREN M. CESARE, RLA
CLARB BOD NOMINEE,
VICE PRESIDENT**

GENERAL INFORMATION

Home Address: Tucson, Arizona

Firm Name: Novak Environmental, Inc.

Firm Address: Tucson, Arizona

Position in Firm: President

Education: BLA, University of Arizona - 1984
MLA, University of Arizona - 1997

Licenses: Arizona and California

CLARB Certified: No

Council Record Holder: No



STATE/PROVINCIAL BOARD SERVICE

Date(s) Appointed to Board: 2007–2010

Appointed By: Governor of Arizona

Board Service:

- 2008–2009: Vice Chair
- 2009–2010: Chairperson

CLARB SERVICE

- 2012–2013: Nominations Committee Member
- 2010–2011: Communications Committee Member
- February 2011 and July 2010: Cut Score Committee Member
- Region V Member
- 2007–2010: Attended all Spring and Annual Meetings

OTHER SERVICE/AWARDS

- 2013–2014: AZASLA President-elect
- 2013: Pima County Parks and Recreation Commissioner
- 2012–2014: Science Olympiad Event Supervisor (Middle School Division)
- 2009–Present: Member of the St. Augustine Catholic High School Advancement Council
- 2006 and 1987: Xeriscape Landscape Contest Award Winner
- 2004–2007: Chair of the Board of Directors of the Lohse Family YMCA in Tucson, Arizona (Board of Directors member since 1999)
- 1999–2000: ASLA Member, Southern Arizona Section Chair
- 1994–1995: Chair of the City of Tucson Citizens Water Advisory Committee (committee member 1989–1994)

QUESTION FROM THE NOMINATING COMMITTEE

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

CLARB is an organization of diverse people united in a common mission. As Vice President I will bring my passion and concern for the profession to further the work of CLARB. Specifically, I am a consensus builder and problem solver. I listen and know how to move ideas forward working collaboratively with groups. I have a proven track record in goal setting and am able to articulate a path to achieve these goals.

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

Coming from the Western United States, I have direct experience and knowledge of the culture of one of the most rapidly growing areas of our country. I also live and work close to Mexico, and have a good understanding and appreciation of the impact of this culture on the Southwestern region of the United States and beyond.

I am prepared and committed to bring all my experience to this position to further the profession by ensuring that the strategic goals of CLARB are kept in the forefront of all the organization efforts. I want to help CLARB, along with its member boards build in resiliency to all our goals to remain ready to promote, and defend if necessary, the need for licensure of landscape architects to protect public health, safety, and welfare.



CHRISTOPHER B. HOFFMAN **CLARB BOD NOMINEE,** **VICE PRESIDENT**

GENERAL INFORMATION

Home Address: Clinton, Mississippi

Firm Name: Christopher B. Hoffman,
Landscape Architect,
Established 1994

Firm Address: Clinton, Mississippi

Position in Firm: Owner/Sole Proprietor

Education: Bachelor of Landscape Architecture,
Texas Tech University - 1988

Licenses: Mississippi

CLARB Certified: Yes

Council Record Holder: Yes



STATE/PROVINCIAL BOARD SERVICE

Date(s) Appointed to Board: Mississippi
State Board of Architecture (1998–2011),
Landscape Architecture Advisory Committee

Appointed By: Governor Kirk Fordice (1998–
2003)

Board Service:

- 2001, 2006, 2011: LAAC Chairman
- 2000, 2005, 2010: LAAC Secretary
- 2009: MS Building Official's Guide to
Landscape Architecture Requirements
- 2005: Sunset Review & Successful
Lobby to repeal LA Practice Law Sunset
Provision
- 2003: Mandatory Continuing Education
Program
- 2002: Transition to CLARB Exam &
Council Record process for initial
licensure & reciprocity through CLARB
Certification requirement
- 2001: Creation of continuing education
requirements (2-year voluntary), MS
Landscape Architectural Practice Law
Sunset Review
- 2000: Rules & Regulations Review and
Revision. First major update since
licensure establishment in 1972.
- 1999: MS Landscape Architectural
Practice Law Sunset Review

CLARB SERVICE

- 2013-2014: CLARB BOD Secretary
- 2013 February: CLARB Spring Meeting
Co-Presenter "Elevator Speech in a Box"
- 2012 July: L.A.R.E. Grader - Phoenix, AZ
- 2012 April: Twin States Conference
(MS/AL) Presenter: Landscape
Architecture and Public Welfare
- 2011 January: L.A.R.E. Grader - Little
Rock, AR

QUESTION FROM THE NOMINATING COMMITTEE

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

I love being a landscape architect and I fully believe in the mission of CLARB. The positive impacts that the practice of landscape architecture have on our communities and environments is a continual energizing force in my approach to my practice and life.

The abilities and attributes that I will bring include:

- **Enthusiastic:** I am enthusiastic about landscape architecture and CLARB's strategic role in the profession through the examination, licensure, and the support services CLARB provides to Council Record Holders and Member Boards.
- **Intuition:** My approach to projects and challenges is to focus on the big picture and the future; to define and create meaningful connections in order to develop creative solutions for implementation.
- **Feeling:** I enjoy meeting others and building relationships. I am open-minded to the possibilities, and am invigorated by the teamwork process in exchange of ideas, viewpoints, and opportunities. I enjoy the mix of work, new experiences, and strive to look on the brighter side of life.
- **Perception:** In developing and implementing solutions I understand the need for flexibility. I prepare for and anticipate that the potential for change, refinements, and adaptations will arise.

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CHRISTOPHER B. HOFFMAN CLARB BOD NOMINEE, VICE PRESIDENT

QUESTION FROM THE NOMINATING COMMITTEE

In the role of Vice President, I will participate in the Board of Director governance duties including:

- **Organization Direction:** Continue to build on past successes and BOD defined goals.
- **Resource Allocation:** Ensure that programs and activities are receiving adequate support in financial allocation and in terms of CLARB's valuable staff and volunteer efforts.
- **Progress:** Ensure that the organization is moving towards meeting established goals.
- **Ambassador:** Serve CLARB and its members by building relationships within the CLARB family and with allied professions and organizations.
- **Exam Policy Framework:** As Vice President, I would implement the recently developed exam policy work group recommendations including: Exam Committee oversight, ensuring adherence to exam policies, reporting on the "State of the Exam" to the Board and members, serve as conduit from Exam Committee to the Board of Directors.

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

My attributes and abilities include an enthusiastic effort toward further developing the purpose of and benefits which CLARB provides. I will actively participate in defining CLARB's strategic goals by gathering information, listening to others viewpoints, and being open to the possibilities. I will strive to find common ground in fostering positive discussion revolving around issues to develop a consensus on appropriate direction and action.

I will work with the incoming leadership in support of continuity of the organization goals so that substantive long-term progress is realized on the established goals, as well as future goals including:

- Understanding the role and impacts of an increasingly diverse world impacting North America, universities, and the profession as a whole.
- Leadership in creating and advancing global standards for landscape architecture.
- Pilot program development in the regulation of welfare
- Mentoring, leadership development, and organizational effectiveness for our Member Boards.

I understand and appreciate the fluctuating nature of economic conditions, practice overlap issues of the professions, the role of technology, and emerging global implications to the profession. I enjoy with great satisfaction, the ability to give back and work towards making a difference in the future of landscape architecture.

I have participated in CLARB's past and would be honored to serve in the present to define its future.

- 2010 Sept/Oct: CLARB E-News - Pilot article on role of landscape architects in HSW Design, "CLARB Certified Landscape Architect Participates in Design of Sumatran Tiger Exhibit"
- 2010 August: CLARB Annual Meeting, Co-Presenter - Member Board Executive, Exchange Session "A Day in the Life of a Landscape Architect"
- 2009–2011: CLARB BOD Region III Director - Initiate Region III Pre-Meeting Teleconference.
- 2007–2009: CLARB Region III Alternate Director
- 2007–2009: CLARB Communications Committee Member - Redefined CLARB's communication strategy and deliverables, including new website & database - May 2009 launch.
- 1999 July: L.A.R.E. Grader - Phoenix, AZ
- CLARB Annual Meetings: '99, '00, '02, '04, '07, '08, '09, '10, '11, '12, '13
- CLARB Spring Meetings: '99, '03, '05, '06, '07, '08, '09, '10, '11, '12, '13

OTHER SERVICE

- 2012–2014: MS ASLA Chapter Advocacy Representative
- 08,09,10,12,13: MS ASLA Representative at the National ASLA Licensure & Advocacy Summit
- 2008–2010: MS ASLA Chapter Licensure Liaison
- 2009: MS ASLA Chapter Vice-President
- 1993–1994: MS ASLA Chapter President
- 1991–Present: ASLA Full Member
- 1988–Present: Leadership positions & volunteer activities w/ MS ASLA Chapter
- 1987–1988: Texas Tech University ASLA Student Chapter President (Member '84–'88)

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CHRISTOPHER B. HOFFMAN
CLARB BOD NOMINEE,
VICE PRESIDENT

COMMUNITY SERVICE

- March 2014: 'Come Alive Outside Design Challenge' - Hinds Community College Raymond, MS. (Founded to combat Childhood Obesity, reduce Stress & foster a sense of Community), One Day Design Charrette for Pelahatchie Elementary & High School Campus involving 33 Participants from HCC Landscape Management Program Students & Pelahatchie HS.
- February 2014: Raptor Rehab Facility - 2 Eagle Scout Projects - Jackson Zoo, Jackson MS. Exterior Facility & Grounds / Facility Structure & Interior Renovations
- April 2010: PLANET Day of Service Project - Mustard Seed Campus – Two-Day Design Charrette. A Christian Community for Adults w/ Developmental Disabilities. Hinds Community College - Landscape Management Program - Design II
- 1997–1999: Clinton, MS KidsTowne Playground - Community Build - Site Design.
 - Northside Elementary Outdoor Classroom Master Plan
 - Clinton Nature Center Master Plan
 - Clinton Cultural Arts and Conference Center Master Plan
 - Clinton YMCA, Board of Directors
- 1997–1998: Leadership Clinton Program

AWARDS

Landscape Architect / Team Member on a number of Award Winning Projects:

- 2013: Southern Pine Electric Power Association Campus Taylorsville, MS. Phase One - Rough Grading & Site Work - 90 Acre
 - MS Associated Builders & Contractors, Excellence in Construction Award
- 2013: The Belhaven Mixed Use/Medical Office Building Jackson, MS.
 - MS Associated Builders & Contractors, Excellence in Construction Award
- Clinton Public School District - Northside / Eastside Elementary School
 - MS Associated Builders & Contractors, Excellence in Construction Award
- 2009: The Pinnacle at Jackson Place Jackson, MS
 - AIA MS - Honor Citation Award
 - Building of America Award
- 2008: Mississippi Baptist Medical Center - Motor Court/Arrival Plaza Jackson, MS
 - ASLA Centennial Medallion Award for Design Excellence
 - Commemorating the 100th anniversary of the American Society of Landscape Architects
- 2008: Biloxi Bay Bridge Biloxi, MS. (Original bridge destroyed during 2005 Hurricane Katrina)
 - Federal Highway Administration - Award of Excellence
 - SE - AASHTO America's Transportation Awards - Large Project Innovative Management
- 2006: Natchez Trace / Clinton Visitor's Center Clinton, MS
 - MS AIA - Honor Citation
- 2003: Alcorn State University - Main Entrance
 - Engineering Excellence Honors Award
- 1998: Corporate Headquarters for Phi Theta Kappa International Honorary Fraternity Jackson, MS
 - MS Chapter of the Associated Builders & Contractors, Inc - Award of Merit for Excellence
- 1998: Union Station - Meridian Multi-Modal Facility Meridian, MS
 - MS AIA - Honor Award
- Entergy Operations Conference Center - "The Power House"
 - MS AIA - Honor Award
 - MS Associated Builders & Contractors, Award of Merit
- Mississippi Department of Transportation Jackson, MS
 - MS AIA - Membership Design Award
- 1991: Embassy Suites, Lake Buena Vista, FL
 - Architectural Award of Excellence - Embassy Suites Corporate
- 1991: Embassy Suites, Pittsburgh, PA
 - Architectural Award of Excellence - Embassy Suites Corporate



**PHILIP J. MEYER, ASLA
CLARB BOD NOMINEE,
SECRETARY**

GENERAL INFORMATION

Home Address: Wichita, Kansas

Firm Name: Baughman Company, P.A.

Firm Address: Wichita, KS

Position in Firm: Vice President/
Director of Planning

Education: BLA,
Kansas State University - 1985

Licenses: Kansas, Missouri, and Oklahoma

CLARB Certified: Yes

Council Record Holder: Yes



QUESTIONS FROM THE NOMINATIONS COMMITTEE

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

I have been involved with CLARB at increasing capacities since 2003. During that time I have witnessed CLARB go through a dynamite and positive growth pattern. In my opinion, the CLARB of today serves our profession in a progressive manner, while fulfilling its mission and goals of serving member boards, candidates, and licensed professionals. The CLARB of tomorrow has great potential to further expand its service to our profession.

As Secretary, I believe my past experiences as a practicing landscape architect, member of the Kansas State Board of Technical Professions, and member board member of CLARB has given me the knowledge base to fulfill the role as Secretary. One main key for CLARB to continue its success is a strong Board of Directors, with each member willing to keep an open mind and collaborate with others to insure CLARB is ready to serve our ever changing profession. I will bring my professional experience, leadership skills, an open mind and a willingness to communicate to the Board of Directors.

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STATE/PROVINCIAL BOARD SERVICE

Appointments:

- July 2011: Re-Appointed to the Kansas Board of Technical Professions
- July 2007: Re-Appointed to the Kansas Board of Technical Professions
- September 2003: Appointed to the Kansas State Board of Technical Professions

Service:

- 2013–Present: Member of Continuing Education Rewrite Committee
- 2011–Present: Chair of Statute Rewrite Committee
- 2012–2013: Chair of Complaint Committee
- 2011–2012: Chairman of Board
- 2010–2011: Vice-Chair of Board
- 2009–2010: Secretary of Board
- 2009–2010: Member Seal Review Committee
- 2004–2005: Chair of Architect, LA,, Geologist Committee
- 2004–2005: Member of Complaint Committee
- 2008–2009: Chair of Architect, L.A., Geologist Committee
- 2008–2009: Member of Complaint Committee
- 2004–2013: Served on Complaint Hearing Panels (as needed)

CLARB SERVICE

Service:

- 2011–Present: Region IV Director
- 2008–2011: Region IV Alt. Director
- 2009: L.A.R.E. Grader
- 2006–2007: Nominating Committee
- 2003–Present: Member Board Member
- 2003–Present: CLARB Annual Meetings
- 2003–2013: CLARB Spring Meetings

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**PHILIP J. MEYER, ASLA
CLARB BOD NOMINEE,
SECRETARY**

QUESTIONS FROM THE NOMINATIONS COMMITTEE

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

I will be able to draw from and utilize my 29 years of professional practice experience as a foundation for the understanding of CLARB's role to our profession. In addition, I have more than 20 years of experience in leadership and management as Director of the Planning Department for a mid-sized multi-disciplinary firm. This leadership experience will give me practical skills and tools to draw from as Secretary. One of my personal goals is to approach every day with an open mind to new solutions for the betterment of a plan. Continuing this approach should serve me well as I convene with the Board of Directors to analyze and evaluate CLARB's strategic plan for the future.

Communication is always the key to successful relationships. Rather it's good listening skills or the ability to share your thoughts, communication is the foundation to building relationships. The Board of Directors plays a significant role in the strategic planning for CLARB's future direction. If elected Secretary I will use my professional experience, leadership knowledge, and communication skills as a member of the Board of Directors, while keeping an open mind to the future direction of CLARB.

CLARB is a unique and special organization. The organization is proactive in its daily approach and prioritizes its daily responsibilities to its members. Simultaneously, it has the foresight to plan for the global future that will impact our profession and CLARB's stakeholders. The Board of Directors and staff presently have a great working relationship that strives for the continued advancement of the organization. I have been impressed with the leadership and dedication that individuals, both volunteers and staff, bring to CLARB. I have learned a great deal about CLARB's Board of Directors in my three years as Regional Director. I believe this background and knowledge will serve me well as Secretary for CLARB.

OTHER SERVICE / AWARDS

ASLA:

- 2001–2004: Licensure Summit Committee Member
- 1985–Present: ASLA Member
- 1985–Present Prairie Gateway Chapter Member
- 2006: Honor Award – Prairie Gateway Chapter
- 2001: Merit Award – Prairie Gateway Chapter for Central & McLean Visual Enhancement Improvement

City of Wichita:

- 2010–Present: City of Wichita Design Council
- 2004–2005: Committee Chair for Park Improvements
- 2000–2007: City of Wichita Design Council



VAUGHN B. RINNER, FASLA CLARB BOD NOMINEE, SECRETARY

GENERAL INFORMATION

Home Address: Seattle, Washington

Firm Name: Vaughn Rinner Landscape Architect,
PLC (Virginia)

Firm Address: Seattle, Washington

Position in Firm: Owner

Education: BSLA, Iowa State University
BA in Studio Art, University of Iowa

Licenses: Virginia, Pennsylvania, Ohio, and Maryland

CLARB Certified: Yes

Council Record Holder: Yes



QUESTIONS FROM THE NOMINATING COMMITTEE

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

I have served in leadership positions as a business owner in an interdisciplinary firm as well as in various professional organizations for many years. In these roles, I have been an active listener as well as a life-long learner. The skills I have honed have increased my ability to communicate, organize, and collaborate with a variety of people in a broad range of settings. In addition to my "on the job" and mentored experience, I have attended training in both mediation and facilitation and am an NCI Certified Charrette Planner and Manager.

Open dialogue can be challenging, but is essential to sound decision making. A record of considerations as well as decisions can be helpful in the future as we evaluate "where we are," "where are we going," and "how do we get there." Strategic planning requires continual monitoring and frequent feedback to take advantage of progress made and changing conditions. I have participated in, led, and prepared summary reports not only for public planning, but for organizations like the Virginia Urban Forest Council, the Hampton Roads District Council of the Urban Land Institute, and the Virginia Chapter of the ASLA.

I also understand that with organizational leadership comes responsibility – responsibility for including multiple perspectives in making decisions, responsibility for implementation, and responsibility for maintaining clear lines of communication between organizational members, staff, and directors. As Secretary, I will play an important role in this ongoing communication as well as organizational oversight.

Continued on next page...

STATE/PROVINCIAL BOARD SERVICE

- Served eight years on Virginia APELSCIDLA Board
- Attended every Spring and Annual CLARB meeting for seven years

CLARB SERVICE

- Exam grading: Grading and Drainage, Site Planning, Cut Score
- Model Law Committee
- Nominating Committee
- Standards and Reciprocity Committee
- Alternate Director, Region I

OTHER SERVICE

ASLA:

- Vice President for Finance and Investments
- Chair: Professional Practice Network Council
- Chair: Finance and Investments Committee
- Founding Chair: Audit Committee
- Chair: Professional Practice Small Business Owners Subcommittee
- Chair: Professional Practice Specification Subcommittee
- Attended three Licensure Summits
- Member: Government Affairs Committee, Membership Committee

Virginia Chapter, ASLA:

- Trustee, President, Treasurer, numerous committees
- Active in Committee for Licensure in Virginia for many years
- Participant in student charrettes and award juries at Virginia Tech

AWARDS

- Women in Business Achievement Award, Hampton Roads, Virginia



VAUGHN B. RINNER, FASLA
CLARB BOD NOMINEE,
SECRETARY

QUESTION FROM THE NOMINATING COMMITTEE

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

A strong commitment to the purpose and goals of an organization is essential to sound leadership. I have long been an advocate of universal licensure in order to protect the health, safety, and welfare of the public. Having been involved in licensure issues for more than 20 years, I understand that progress may sometimes seem slow, but we are moving forward. I am aware of the ongoing challenges to licensure as well as the importance of respect for individual state laws and policies. As we continue to become a more global society, the ability of landscape architects to practice across not only state and provincial boundaries, but also across national boundaries, becomes ever more important.

My experience in collaboration and facilitation, as well as my ability to consolidate and communicate outcomes, will contribute to the success of the Board of Directors and CLARB as a whole. I am action-oriented and believe it is essential to produce results, but am also aware of the importance of the process for decision making. My ability to attend to details while maintaining an overall understanding of the big picture is valuable in working as part of a group. I look forward to working with the Board of Directors as well as with the CLARB staff to provide service to the Member Boards while promoting licensure of the profession.



JOHN A. TARKANY
CLARB BOD NOMINEE,
SECRETARY

GENERAL INFORMATION

Home Address: Charleston, South Carolina
Firm Name: John Tarkany Associates, Inc.
Firm Address: Charleston, South Carolina
Position in Firm: President
Education: BS Landscape Architecture,
The Ohio State University
Licenses: South Carolina
CLARB Certified: Yes
Council Record Holder: Yes



QUESTION FROM THE NOMINATING COMMITTEE

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

The position of Secretary requires an individual with effective listening abilities and competent writing skills.

I have a client who once told me his motto for success: "Two ears are better than one mouth".

Listening skills are the key attribute for this position.

I believe that I have developed these skills during my 30 years of doing so as a landscape architect.

I have placed great emphasis on developing the ability to record conversations and directives made in a timely and professional manor.

Early in my career, I was trained to record meeting summaries in the following form:

Who is going to do what by when?

This format helps to establish clear participant accountability and keeps topics moving forward.

In addition, these summaries become more than an official record but also serve as an important "newsletter" to non-attendees and key stakeholders.

I was once told by a professor that the secretary position is the most important position in any organization. I was surprised to hear that at the time. However, I have found this to true.

Continued on next page...

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, South Carolina
- SC ASLA Environmental Design Award, Rushland Plantation, Johns Island, South Carolina



JOHN A. TARKANY
CLARB BOD NOMINEE,
SECRETARY

QUESTION FROM THE NOMINATING COMMITTEE

The secretary controls the information by making sure that tasks and initiatives get communicated effectively.

In addition, I receive great satisfaction from participating in a team environment and in a supporting role to other members.

The CLARB organization is a great team and needs a high level of service.

Again, there is power and energy created by writing things down.

If elected I will bring that energy to this position!

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

As Secretary, my goal is to utilize effective communication skills by providing concise, clear recorded narratives to all Board Members and key stakeholders.

The above mentioned approach of recording *who* will do *what* by *when* ensures accountability by the organizations members as a complete *team* effort.

It is also very helpful to utilize these summaries as the basis for the next meeting or conversations.

One big challenge is to ensure continuity from one meeting to the next.

It is important make sure that we keep building on previous established decisions without setting the “reset button” and wasting time rehashing topics.

During meetings, I typically ask to have statements clarified or repeated in order to provide accurate information when recording conversations. Be careful what you say!

In addition, I typically distribute summaries in draft form and then issue them officially within 72 hours of the meeting.

As I have learned, the CLARB BHAG is in effect our “North Arrow” as we guide our CLARB “ship” towards our future long-term and short-range goals.

I will strive to help keep us all on course as we chart our way to success!

**COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS
BYLAWS**

(As Amended September 2013)

ARTICLE I — NAME

The name of this organization shall be the Council of Landscape Architectural Registration Boards, Incorporated.

ARTICLE II — DEFINITIONS

The following terms shall have the following meanings when used in these bylaws:

- A. "CLARB" shall mean the Council of Landscape Architectural Registration Boards, Incorporated;
- B. "Member Board" shall mean the body that is a legally authorized to examine, register, or discipline landscape architects in a political jurisdiction and a member of CLARB;
- C. "Examination(s)" shall mean any examination(s) prepared by CLARB.

ARTICLE III — RULES OF ORDER

CLARB shall be governed by Robert's Rules of Order Newly Revised when not in conflict with these bylaws.

ARTICLE IV — MISSION

The mission of the Council of Landscape Architectural Registration Boards as an organization of member boards is to foster the public health, safety and welfare related to the use and protection of the natural and built environment affected by the practice of landscape architecture.

To accomplish this mission, the organization:

- A. Provides programs and services that ensure the competency of Landscape Architects and others involved in making decisions affecting the development and conservation of land by:
 - 1. Establishing and promoting consistent standards for their professional competency and conduct, and
 - 2. Examining and certifying their competency.
- B. Provides information and resources to those affected by the practice and regulation of landscape architecture, thereby assuring that they are well-informed, educated and empowered regarding the value and benefits of the licensed practice of landscape architecture.

ARTICLE V — MEMBERSHIP

The membership of CLARB shall be the legally constituted member boards in good standing. Membership in the Council may be attained through approval by the CLARB Board of Directors.

Section 1. Qualifications and Eligibility

Member boards maintain good standing by abiding by the CLARB Bylaws and paying all dues or other financial obligations to CLARB in a timely manner.

CLARB BYLAWS 2013

Every member board shall be required to accept the actions and decisions of CLARB and the CLARB Board of Directors. This acceptance shall extend to all CLARB services provided to member boards to the greatest extent permitted within the context of the laws of their jurisdiction.

Section 2. Removal

If, after written notification from the CLARB Board of Directors, a member board fails to pay its dues or other financial obligations to CLARB or shall persistently refuse to abide by these bylaws or the policies enacted by CLARB, the CLARB Board of Directors may recommend that such member board be removed from CLARB membership. Upon such recommendation, the member board may be removed from membership in CLARB by an affirmative vote of not less than two-thirds of all member boards voting at an annual meeting where a quorum is present.

Section 3. Organizational Structure

In order to establish closer communications between member boards and the Board of Directors, and further to assist CLARB in achieving its stated objectives, five regions of CLARB are hereby established.

There shall be an annual meeting of the member boards of each region. Each member board shall be required to be a member of its region. Regional membership shall be composed of member boards as defined in Article IV, Section 1 of these bylaws. A guideline for the membership of the regions is as follows; new members may be added to the regions by the Board of Directors as required.

REGION I: Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ontario, Pennsylvania, Rhode Island, Vermont, Virginia.

REGION II: Indiana, Illinois, Iowa, Kentucky, Ohio, Michigan, Minnesota, Missouri, West Virginia, and Wisconsin.

REGION III: Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Puerto Rico.

REGION IV: Alberta, Colorado, Kansas, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, and Wyoming.

REGION V: Alaska, Arizona, British Columbia, California, Hawaii, Idaho, Montana, Nevada, Northern Mariana Islands, Oregon, Utah, Washington.

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.

CLARB BYLAWS 2013

B. Council Record and CLARB Certification

A Council Record is provided as a detailed, authenticated personal record of the activities and accomplishments in the landscape architectural profession, and by means of this record, to facilitate the process of reciprocal recognition of registration between jurisdictions.

CLARB shall, upon request of individual members of the landscape architectural profession, secure, authenticate and record factual data of the applicant's education, training, practice and character and compile the results. This record shall be forwarded to any jurisdiction upon the request of the applicant and payment of the fees stipulated therein.

The Council Record is to be distinguished from CLARB Certification in that it makes no statements regarding the extent, character or quality of any examination taken by the applicant, nor of the grades that person received thereon.

CLARB Certification carries the recommendation that an applicant, because of having demonstrated competence, be accorded favorable consideration by any jurisdiction to which that person may apply for licensure/registration.

C. International Relations

CLARB may engage in the exploration and formulation of agreements with foreign countries to allow landscape architects to practice in countries other than their own.

ARTICLE VI — MEETINGS

Section 1. Annual Meeting

CLARB's annual meeting shall be held at a time and place determined by the CLARB Board of Directors. Notice of meetings shall be made to the board administrator of each member board ninety (90) days prior to such meeting.

Section 2. Special Meetings

Special meetings may be called by the president, with the approval of the CLARB Board of Directors, or by a majority of the member boards. Notice of the meetings shall be made to the board administrator of each member board sixty (60) days prior to such meeting. The bylaws pertaining to procedures and conduct of business of the annual meeting shall apply to Special Meetings.

Section 3. Delegates and Credentials

Each member board is entitled to be represented at CLARB meetings by one or more official delegates of that board. The delegate must be a member of the member board. A letter of credential from the delegate's board shall identify a delegate attending the annual meeting or any Special Meeting of CLARB. As many delegates as are able to attend may represent a member board, but only one vote may be cast on each motion for each member board by its delegates.

Section 4. Quorum

A quorum for the transaction of business at the CLARB annual meeting shall be the majority of the member boards represented by one or more delegates present.

Section 5. Resolutions and Other Motions

Resolutions are the substantive matters placed on the agenda for a CLARB meeting in accordance with this section. All resolutions to be considered at the CLARB annual meeting except those submitted by special committees and laudatory resolutions shall be submitted to the CLARB Board of Directors at a time determined by the CLARB Board of Directors.

CLARB BYLAWS 2013

The CLARB Board of Directors shall review each resolution for conformity with the CLARB bylaws and may recommend to the author of any resolution such changes as are deemed advisable for the purpose of consistency, clarity and to avoid duplication. The CLARB Board of Directors shall publish and distribute all resolutions, except laudatory resolutions, to the member boards, not less than 60 days prior to the annual meeting. If the CLARB Board of Directors takes a position on any resolution, they shall provide a position statement to be published with the resolution.

Only member boards or regions and the CLARB Board of Directors may offer resolutions to be presented at a CLARB meeting, amendments to resolutions to be presented at a CLARB meeting or amendments to resolutions. All other motions permitted under Robert's Rules of Order Newly Revised may be made by any delegate or CLARB officer or director.

Section 6. Order of Business

An agenda outlining the order of business shall be prepared for all CLARB meetings. The agenda shall be prepared under the direction of the CLARB Board of Directors and provided to all member boards at least 30 days before the date set for the particular meeting.

Section 7. Voting

The affirmative vote of the majority of the member boards represented at any CLARB meeting is required to pass any resolution except to amend the bylaws. Resolutions to amend the bylaws are governed by Article XII—Amendments. There shall be no voting by proxy. Voting by letter ballot is permitted only for the election of officers and for members of the Nominating Committee. See Article VII – Officers, Section 4. Election of Officers.

Section 8. Other Participants

CLARB officers and directors, member board staffs, persons designated by the Board of Directors, and persons designated by the presiding officer shall have the privilege of the floor at CLARB meetings and may take part in the discussion and perform all functions of the delegates except to vote, or, except as provided in Article V, Section 5 with respect to officers and directors, to initiate action.

ARTICLE VII — OFFICERS

Section 1. Officers

The officers of CLARB shall be a president, a president-elect, a vice president, a secretary, a treasurer, and the immediate past president. All officers, except for the immediate past-president, shall be elected by CLARB as specified in Article VII, Section 4.

Section 2. Qualifications and Limitations

To be eligible for elective office in CLARB, the candidate shall

- A. Have attended at least two meetings of the membership prior to the time of nomination; and
- B. Be a member of the CLARB Board of Directors or a member or past member of a member board at the time of election; or
- C. Have participated in a combined total of four sessions of a Standing Committee, or a Grading Session as a Grader or Master Grader, or as a Cut Score Committee member.

Section 3. Nomination of Officers

A nominating committee shall be composed of a chairperson who shall be the immediate past president of CLARB and six members elected at large, each serving a 2 year term of office. Nominating committee members shall be ineligible for nomination to office for the full term, regardless of whether they serve the full term

CLARB BYLAWS 2013

Nominating committee members shall be elected as follows:

- A. No later than 30 days prior to the spring meeting, each region may submit to the board of directors a list of up to six candidates either from their region or at large, meeting the eligibility requirements set forth in the bylaws. In the event the regions do not submit the names of sufficient qualified candidates to fill all available positions, the board of directors may submit additional candidates.
- B. At the spring meeting, the board of directors shall present the complete list of eligible candidates. Following the spring meeting, each member board shall be allowed to cast a single vote for up to six candidates for the first year of election and for as many as three candidates for each subsequent election year. In the first election, the six candidates receiving the greatest number of votes shall serve as the nominating committee.
- C. In the event balloting results in a tie or multiple ties among more than six candidates (in the first year) or three candidates (in subsequent years) additional balloting shall occur for those with the lowest vote count until a clear hierarchy is established with single candidate for each available seat on the committee.

The nominating committee shall be charged with creating and maintaining a complete list of all eligible candidates for office and with identifying qualified nominees for elected office. The nominating committee shall publish an updated list of candidates eligible for office within 30 days of the close of the annual meeting.

The chair of the nominating committee shall collect the names of all potential candidates identified by the committee members and distribute this information to the Board of Directors and nominating committee members no later than fourteen (14) days prior to the spring meeting. The nominating committee shall distribute the final list of nominations to all member boards no later than 30 days prior to the annual meeting. The regions will consider the list of potential candidates and identify any additional candidates.

The nominating committee may identify one or more nominees for each office and shall distribute its recommendations to all member boards no later than 60 days prior to the annual meeting. Additional nominations 'from the floor' may be made by any region, member board or member board member by notifying the chairperson of the nominating committee in writing no later than 45 days prior to the annual meeting, at which time the nominations shall be closed. The nominating committee shall distribute the final list of nominations including 'nominations from the floor' to all member boards no later than 30 days prior to the annual meeting.

Section 4. Election of Officers

A. Election of Officers at Annual Meeting.

All elections of officers shall be by written ballot at the annual meeting unless by a majority vote CLARB shall agree to waive the provision. A majority vote of the member boards represented and voting shall elect an officer. Where a majority vote has not been obtained on a ballot, the candidate receiving the least number of votes shall be eliminated prior to the next ballot. If there is a single nominee for each open office, the slate of nominees may be elected by acclamation of the membership without a formal vote.

Member boards that are not represented at the annual meeting by a delegate may submit their votes for officers by letter ballot. All letter ballots must be sent in a sealed envelope, signed by an officer of the Board and received at the CLARB office at least five days before the start of the annual meeting. Letter ballots shall be counted on the first ballot only.

CLARB BYLAWS 2013

B. Election of Officers in the Absence of an Annual Meeting.

In the event that CLARB is unable to conduct an annual meeting before the end of a fiscal year, the following procedures shall apply:

- 1) Where there is a single nominee for an office whose election is uncontested by the membership, that person shall assume the office on the first day of the first month of the next fiscal year.
- 2) If there is more than one nominee for an office, the chairman of the nominating committee shall conduct the election for that office by letter ballot no later than the last day of the first month of the fiscal year as set forth in Section 4, Item A, above, or as soon thereafter as practicable, time being of the essence.

C. Election of Officers in the Event of Catastrophe.

In the event of a catastrophe where there are no officers able to conduct an election, the executive director shall convene a nominating committee as set forth in Section 3 above as soon as practicable and conduct an election by written ballot as set forth in Section 4, Item A above, time being of the essence. If the executive director is unable to conduct such election, the statutory agent for CLARB shall conduct nominations and election as set forth herein.

Section 5. Terms of Office

- A. The president-elect shall automatically assume the office of president and serve as such from the adjournment of the annual meeting or from the beginning of the fiscal year, whichever shall first occur, until the adjournment of the following annual meeting, or the end of the fiscal year, whichever shall first occur.
- B. The president-elect shall serve as such from the adjournment of the annual meeting at which such person is so elected or from the beginning of the fiscal year, whichever shall first occur, until the adjournment of the following annual meeting, the end of the fiscal year, or a successor is duly elected, whichever shall first occur.
- C. The vice president shall serve from the adjournment of the annual meeting at which such person is so elected or from the beginning of the fiscal year, whichever shall first occur, until a successor is duly elected.
- D. The secretary shall serve for two years from the adjournment of the annual meeting at which such person is so elected or from the beginning of the fiscal year, whichever shall first occur, until a successor is duly elected. Elections for the office of secretary shall be held in even-numbered years.
- E. The treasurer shall serve for two years from the adjournment of the annual meeting at which such person is so elected or from the beginning of the fiscal year, whichever shall first occur, until a successor is duly elected. Elections for the office of treasurer shall be held in odd-numbered years.
- F. The immediate past president shall serve as such from the adjournment of the annual meeting at which such person assumes the office or from the beginning of the fiscal year, whichever shall first occur, until the adjournment of the following annual meeting, or the end of the fiscal year, whichever shall first occur.

No incumbent shall serve for more than one year in succession as president, president-elect, or vice president provided, however, that an officer shall be eligible for re-election for the full term of office if during the period immediately prior thereto such officer had succeeded to or been elected to fill a vacancy.

CLARB BYLAWS 2013

Section 6. Vacancies and Removal from Office

A vacancy in the office of president shall be filled by the president-elect assuming the office. A vacancy in the office of president-elect shall be filled by the vice president assuming the office.

A vacancy in the office of vice president, secretary, or treasurer shall be filled by an appointee designated by the CLARB Board of Directors to complete the unexpired term.

An officer, director or alternate director who is found guilty of malfeasance, misfeasance or nonfeasance in the exercise of the duties and responsibilities as an officer or director, found guilty of sexual harassment or of conduct deemed to be detrimental or unbecoming to the Council may be removed from office by a two-thirds majority of the CLARB Board of Directors.

Section 7. The President

The president shall:

- A. Preside at all meetings;
- B. Appoint all standing committees subject to the approval of the CLARB Board of Directors;
- C. Present to CLARB at the annual meeting a report of activities during the term of office as president;
- D. Appoint all members of special committees subject to the approval of the CLARB Board of Directors, unless a specific action of the Council names the personnel of the committees;
- E. Be an ex officio member of all committees;
- F. Interpret these bylaws and the rules of order in the conduct of meetings;
- G. Perform all duties pertaining to the office of president.

Section 8. President-elect and Vice President

The president-elect and vice president, in order shall, in the absence or incapacity of the president, exercise the duties of and possess all the powers of the president.

Section 9. Secretary

- A. **General Duties.** The secretary shall perform the duties usual and incidental to the office and the duties that are required to be performed by law and by these bylaws; and the duties that are properly assigned by the CLARB Board of Directors.
- B. **Reports.** The secretary shall ensure that a progress report is presented to the membership in conjunction with its annual meeting and, if required, special reports at other CLARB meetings or to the CLARB Board of Directors.
- C. **Delegation of Duties of the Secretary.** The secretary may, with the approval of the CLARB Board of Directors, delegate to the executive director and other assistants the actual performance of any or all of the appropriate duties and authorize such executive director and other assistants to sign under their respective titles the correspondence conducted by them; provided, however, that the secretary shall not delegate the signing of any minutes or official reports which are assigned to the secretary by the CLARB Board of Directors.

Section 10. Treasurer

- A. **General Duties.** The treasurer shall exercise general supervision of CLARB's financial affairs, shall have the custody of its monies and securities except as otherwise provided in these bylaws. The treasurer shall oversee the collection of all monies due CLARB and all disbursements of money of CLARB and may purchase, sell, assign, and transfer such of its securities as are placed in the treasurer's charge. The treasurer shall supervise the keeping of the records and books of accounts of financial transactions of CLARB, and shall sign all instruments of CLARB whereon the signature of the office is required, and perform all duties required to be performed by law and these bylaws, and the duties that are properly assigned by the CLARB Board of Directors.

CLARB BYLAWS 2013

The treasurer shall ensure the performance of an annual financial audit or review by a certified public accountant.

- B. Reports.** The treasurer shall make a written report to CLARB at its annual meeting and at other CLARB meetings or CLARB Board of Directors, as required.
- C. Delegation of Duties of the Treasurer.** The treasurer shall not authorize any person to sign any financial instrument, notice or agreement of CLARB that requires the signature of the treasurer, unless such delegation or authorization is expressly permitted by action of the CLARB Board of Directors. The treasurer may delegate to the executive director and other assistants the actual performance of the clerical, bookkeeping, statistical, collecting and recording work of the office and may authorize the executive director or any other officer to sign checks of CLARB within the practices and policies prescribed by the CLARB Board of Directors.
- D. Liability of the Treasurer.** The treasurer shall not be personally liable for any decrease in the capital, surplus, income balance, or reserve of any funds or account resulting from any actions performed in good faith in conducting the usual business of the office.

Section 11. Bonding

The CLARB Board of Directors shall determine who shall be bonded, and the cost of such bond shall be paid from the funds of the Council.

ARTICLE VIII — THE CLARB BOARD OF DIRECTORS

Section 1. Membership

The CLARB Board of Directors shall be composed of the officers of CLARB as designated in Section 1 of Article VII, and one director from each region.

Section 2. Qualifications and Limitations

To be eligible for election to the Board of Directors, the candidate shall meet the same criteria as described in Article VII, Section 2 of these Bylaws. Members of the CLARB Board of Directors shall serve without compensation.

Section 3. Terms of Office

The terms of office of the directors shall be as provided in Section 5 of Article VII and directors shall be elected as provided in Section 4 of this Article below. Directors shall be elected only by their respective region's member boards and shall serve for two years from adjournment of the annual meeting or from the beginning of the fiscal year, whichever shall first occur, until their successors are duly elected. No person shall serve more than two successive terms as director, provided, however, that a person shall be eligible for re-election for a full term of office if, during the period immediately prior thereto, that person has succeeded to, or been elected to the office to fill a vacancy. Regions I, III, and V shall elect a director for election in the odd-numbered years and Regions II and IV shall elect a director for election in the even-numbered years.

Section 4. Directors

Each region shall elect its director at the region's meeting. A majority vote of the member boards represented and voting shall elect a director. The elections shall be announced by the appropriate directors at the CLARB annual meeting.

Directors shall actively participate in the governance of the organization, including assimilating information, attending meetings of the Board of Directors and participating in the decision-making process of the Board.

CLARB BYLAWS 2013

Directors are also responsible for bringing issues from the membership to the Board and for communicating the Board's decisions to the membership. Directors shall discharge their duties in good faith and in a manner that is in the best interests of the organization.

Section 5. Alternate Directors

Each region shall have an alternate director to serve or represent that region in the event the director cannot be present. The duties of the alternate director shall be the same as for the director with the exception that each region shall have but one vote in all business matters if both director and alternate director attend the meetings of the Board of Directors.

Section 6. Vacancies

A vacancy in the office of a director shall be filled by the alternate director. In the event that the alternate director cannot fill such vacancy, the CLARB president shall conduct an election to fill the vacancy.

Section 7. Duties

The CLARB Board of Directors shall have the full control of the property, affairs, and business of CLARB. It shall carry the responsibility for all activities of CLARB. It shall exercise all authority, rights, and power granted to it by the laws of the District of Columbia and shall perform all duties required by said laws and these bylaws, in accordance therewith. It shall not delegate any of the authority, rights, or power or any other duties imposed upon it by these bylaws or otherwise, unless said delegation is specifically provided for in these bylaws.

Section 8. Meetings of the CLARB Board of Directors

The CLARB Board of Directors shall meet in order to transact business, and shall hold at least two meetings each year. One meeting shall be held in conjunction with the annual meeting.

A special meeting or meetings may be held upon the call of the president, or upon written request of the majority of the CLARB Board of Directors. All members shall be given due notice in writing of the time and place of the meeting, although notice in writing may be waived by any member. A majority of the membership of the CLARB Board of Directors shall constitute a quorum for the transaction of business. In the event that a director is unable to attend a meeting of the CLARB Board of Directors, the alternate director shall have the responsibility of participating in the meeting with the authority of the director.

ARTICLE IX — EXECUTIVE DIRECTOR

Section 1. Appointment

The Council Board of Directors may employ a person to be known and designated as executive director who shall be the chief executive officer of CLARB. The salary and term of office shall be established by the CLARB Board of Directors.

Section 2. Duties

The executive director shall be and act as the executive officer of CLARB and as such shall have management and administrative responsibility for the CLARB office and staff, and other CLARB affairs, subject to general direction and control of the CLARB Board of Directors.

The executive director shall be responsible for the hiring, supervision, compensation, promotion, demotion, termination, and management of all other employees of CLARB, as well as all vendors, consultants, and contractors of CLARB, within general budgetary guidelines determined by the Board of Directors. The executive director shall serve as spokesperson on established policy and positions. The executive director shall be supervised by the President and shall serve at the pleasure of the Board of Directors. The executive director shall serve on the CLARB Board of Directors as an ex officio director, without vote.

CLARB BYLAWS 2013

Section 3. Review

The executive committee shall conduct a performance review of the executive director annually with input from the Board of Directors.

ARTICLE X — COMMITTEES

Section 1. Authorization and Appointment of Committees

Committees may be established to perform services for CLARB. Except as may be herein specifically provided, all committees shall be appointed as provided by Section 7 of Article VII of these bylaws and shall be under the jurisdiction of the CLARB Board of Directors, reporting to it when directed.

The CLARB Board of Directors may delegate to any of its officers the authority to supervise the work of any of the committees. The president shall have the power to make appointments of any unfulfilled or vacant committee membership.

The CLARB Board of Directors may at any time discontinue a committee, other than a standing committee established in the bylaws, or make any changes in a committee's personnel without regard to the terms of appointment of the committee members.

Section 2. Reports of Committees

Each committee shall report in writing annually to the CLARB Board of Directors at least sixty (60) days prior to the annual meeting and shall make interim reports to the CLARB Board of Directors as directed.

Section 3. General Procedure of Committees

Every committee shall perform in accordance with these bylaws and with the directions of the Council Board of Directors. No committee, or any member or chairperson thereof, shall incur financial obligations unless funds have been properly appropriated therefore as provided elsewhere herein and specific authorization has been given by the Council Board of Directors. No member or chairperson, or any committee, shall commit CLARB orally or otherwise to any matter unless specifically authorized to do so.

Section 4. Terms of Committee Appointments

The term of committee appointments shall expire at the adjournment of the annual meeting, or at the end of the fiscal year, whichever shall first occur, except as otherwise provided by these bylaws.

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.

CLARB BYLAWS 2013

B. Committee on Examinations

The committee shall be responsible for the development 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.

C. Committee on Audit and Finance

The committee shall prepare budgets; maintain financial policies and procedures; arrange for financial audits; and perform other duties as determined by the Board of Directors.

D. Committee on Nominations

The committee shall be composed and perform the duties as described in Article VII, Section 3 herein.

Section 6. Committees of Special and Limited Function

Such committees may be appointed from time to time to perform special and limited functions as assigned. The president shall appoint these committees subject to the approval of the CLARB Board of Directors.

ARTICLE XI — FINANCES, FUNDS, ACCOUNTING AND INVESTMENTS

Section 1. Dues and Fees

A. Membership Dues. The annual membership dues for each member board shall be established by the CLARB Board of Directors.

B. Fees. The fees for the examination shall be established by the Board of Directors.

Section 2. Fiscal Year

CLARB's fiscal year shall begin October 1 and end September 30, beginning October 1, 1993.

Section 3. Operating and Reserve Funds

The CLARB Board of Directors shall have charge of the investment of all funds of CLARB. It shall sell, purchase, transfer, and convey securities and exercise all rights of proxy, or participation in reorganizations, of depositing securities and similar rights of CLARB with respect to its securities, or it may authorize such purchase, sales, transfers, conveyances and the exercise of any or all of said right.

The members of the CLARB Board of Directors shall not be personally liable for any decrease of the capital, surplus, income, balance, or reserve of any fund or account resulting from any of their acts performed in good faith. The accounts of such investments shall be incorporated into the annual report to CLARB.

ARTICLE XII — AMENDMENTS

These bylaws may be amended by an affirmative vote of three-fourths of member boards voting at an annual meeting where a quorum is present. All amendments so adopted shall become effective immediately. There shall be no voting by proxy.

ARTICLE XIII — INDEMNIFICATION

Except as provided below, the Council shall indemnify in full:

- A. Any director, officer, executive director, consultant, or former director, officer, consultant, or employee of CLARB or any subsidiary of CLARB;
- B. Any member or former member of any CLARB committee against expenses, including attorney's fees, and against the amount of any judgment, money decree, fine, or penalty, or against the amount of any settlement deemed reasonable by the CLARB Board of Directors, necessarily paid or incurred by such person in connection with or arising out of any claim made, or any civil or criminal action, suit, or proceeding of whatever nature brought against such person, or in which such person is made a party, or having been such director, officer, executive employee, or committee member of or for CLARB. Such indemnification shall apply to any such person even though at the time of such claim, action, suit, or proceeding, such person is no longer a director, officer, executive secretary, director, consultant, or committee member of or for CLARB.

No indemnification shall be provided for any person with respect to any matter as to which such person shall have been grossly negligent or to have engaged in intentional misconduct. If such person has not been so adjudicated, such person shall be entitled to indemnification unless the CLARB Board of Directors decides that such person did not act in good faith in reasonable belief that his or her action was in the best interests of CLARB. Expenses incurred of the character described in the preceding paragraph may, with the approval of the CLARB Board of Directors, be advanced by CLARB in advance of the final disposition of the action or proceeding involved, whether civil or criminal, upon receipt of any undertaking by the recipient to repay all such advances in the event such person is adjudged to have engaged in intentional misconduct, or in the event the CLARB Board of Directors decides that such person is not entitled to indemnification.

CLARB shall have the power to purchase and maintain insurance on behalf of any person who is or was a director, officer, executive director, consultant, or a committee member of CLARB, or is or was serving at the request of CLARB or of the CLARB Board of Directors as a director or officer of another corporation, whether non profit or for profit, against any liability incurred by such person in any such person's status as such, whether or not CLARB would have the power to indemnify that person against such liability under this article or otherwise.

Any rights of indemnification hereunder shall not be exclusive, and shall accrue to the estate of the person indemnified.

Any other present or former employee or agent of or for CLARB may be indemnified in like manner by vote of the CLARB Board of Directors.

#



2013-2014 CLARB Board of Directors

CLARB is governed by a volunteer Board of Directors made up of the best and brightest leaders in the landscape architecture community. Each year, the CLARB membership elects a Board of Directors to provide oversight and direction to the organization.

President	Stephanie Landregan
President-Elect	Jerany Jackson
Vice President	Randy Weatherly
Secretary	Christopher Hoffman
Treasurer	Christine Anderson
Past President	Dennis Bryers
Region I Director	Terry DeWan
Region II Director	Bob Hartnett
Region III Director	Stan Williams
Region IV Director	Phil Meyer
Region V Director	Karen Kiest
Executive Director (ex officio)	Joel Albizo

Also, Ansel Rankins, Deputy Executive of the Louisiana board, will attend the 2013-2014 CLARB Board meetings as the Member Board Executive (MBE) Observer.

Organizational Structure

In order to establish closer communications between Member Boards and the Board of Directors, and further to assist CLARB in achieving its stated objectives, five regions have been established.

Region 1 – Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Ontario, Pennsylvania, Rhode Island, Virginia

Region 2 – Illinois, Indiana, Iowa, Kentucky, Michigan, Minnesota, Missouri, Ohio, West Virginia, Wisconsin

Region 3 – Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Texas

Region 4 – Alberta, Colorado, Kansas, Nebraska, New Mexico, Oklahoma, South Dakota, Wyoming

Region 5 – Alaska, Arizona, British Columbia, California, Hawaii, Idaho, Montana, Nevada, Oregon, Utah, Washington



COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Member Board E-News

May 2014

Important Dates

- **This Week** -- Results available from the April L.A.R.E. administration
- **May 28** -- "In the Know" webcast at 3:00 p.m. EDT (An Inside Look at the L.A.R.E.)
- **Week of June 2** -- Registration opens for the 2014 CLARB Annual Meeting
- **June 26** -- "In the Know" webcast at 3:00 p.m. EDT (recap of May CLARB BOD Meeting)
- **July 23** -- "In the Know" webcast at 3:00 p.m. EDT (CLARB's Financial Story)

[Visit the CLARB website](#) for information about Board of Directors meetings and minutes.

Get an Inside Look at the L.A.R.E. on May 28

Join Jim Penrod, CLARB Deputy Executive Director, on Wednesday, May 28 at 3:00 p.m. EDT for "An Inside Look at the L.A.R.E." During the webcast you will:

- Hear a recap of L.A.R.E. basics including how the exam content is developed;
- See the different exam item types and how they test for minimal competency;
- Test your knowledge by texting responses to exam items shown on-screen;
- Learn how the exam is scored; and
- Experience the exam registration process as a candidate.



This webcast is perfect for newer CLARB members or anyone who would like to learn more about the L.A.R.E.!

[Accessing the webcast and texting responses to exam items is easy – just follow these instructions.](#) There's no need to pre-register. Simply login and dial in when it's time to join the webcast.

About CLARB's "In the Know" Webcast Series

This webcast is part of a series of opportunities designed to ensure that all CLARB Members are "in the know" about key issues, programs, activities, and processes that are part of the organization's work on behalf of the Membership.

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Elections Update: Let Your Voice Be Heard and Shape the Future of CLARB Leadership



One of your rights as a CLARB member is electing CLARB leadership. During the next few months, your Board will have the opportunity to cast votes in the elections for the Committee on Nominations and the CLARB Board of Directors. (Members in Regions 2 and 4 will elect Directors as well.) To allow your Board as much time as possible to review candidate qualifications and cast votes, we are providing all election information at one time via email and on the CLARB website starting next week.

Here's a sneak peek at the elections and important dates to note.

Election #1 (open to all Member Boards): Committee on Nominations

- Bios for the final slate of candidates as well as ballots will be available next week.
- The deadline to return ballots via email or mail is Monday, June 30.

Election #2 (open to Member Boards in Regions 2 and 4): Regional Director, Alternate Regional Director

- Bios for the initial slate of candidates will be available next week.
- Nominations from the floor will be accepted through Friday, June 20.
- Bios for the final slate of candidates will be available on Tuesday, July 1.
- Elections will be held during the regional conference calls in July/August.

Election #3 (open to all Member Boards): President, President-Elect, Vice President, Secretary

- Bios for the initial slate of candidates will be available next week.
- Nominations from the floor will be accepted through Friday, June 20.
- Bios and ballots for the final slate of candidates as well as the credentials letter will be available on Tuesday, July 1.
- The deadline to return ballots and credentials letters via email or mail is Friday, September 19.
- The deadline to return ballots and credentials letters in person at the Annual Meeting is Thursday, September 25.

If you have questions about the election process or casting ballots, please contact [Veronica Meadows](#) or [Dennis Bryers](#), Chair of the Committee on Nominations which oversees all elections.

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The 2014 CLARB Annual Meeting: Focusing on Regulatory Efficiency, Excellence and Evolution

Mark your calendar and plan to join us for the 2014 CLARB Annual Meeting in Reston, Virginia September 24-27. This is your chance to provide input to leadership on policy, strategy and programs that affect licensure boards and our mutually shared stakeholders.

New for this year:

- An expanded, full-day Member Board Executive Exchange;
- An expanded, full-day of Member Board Member training;



- The first-ever "mega issue" discussion with the entire membership about the changing demographics in the United States and what should be done to ensure regulatory relevance;
- A robust discussion on recommended enhancements to CLARB governance structure and processes;
- A mini-forum on the future of licensure focused on trends that could impact regulation;
- The latest L.A.R.E. statistics;
- And more!

Meeting details and registration will be available the week of June 2. Keep an eye on your inbox and [the Annual Meeting website](#) for news and updates!

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At a Glance: What You Need to Know about the L.A.R.E.



Here's a quick look at important information about this year's and next year's L.A.R.E. administrations.

Also, Member Boards are encouraged to remind candidates to fill out and use their Council Record in support of application. Doing so will ease a Member Board's workload since most, if not all, of the information required for application approval is available in the Council Record and verified by CLARB. It will also eliminate duplicate compilation effort and frustration for candidates. See the next article for information about Council Record usage.

April administration

- Results are now available via the [Candidate Status Report](#).
- CLARB recommends storing a copy of the report on your local network for ease of access.
- If you experience problems accessing your results, please [contact Rebecca Moden](#).
- [Pass rates](#) are also available.
- Please join CLARB in congratulating [the 212 professionals who completed the exam in April!](#)

August administration

- Registration is open on [the CLARB website](#) through Friday, August 8 at midnight EDT.
- The administration dates are August 18-30.
- Results will be available the week of October 6.

December administration

- Registration dates will be announced this summer.
- The administration dates are December 1-13.
- Results will be available the week of January 19.

2015 administration dates

- April 6-18
- August 3-15
- November 30 - December 13

As always, all L.A.R.E. information is available 24/7 [in the "exam candidate" section of the CLARB website](#). If you need help locating specific information, please [contact Missy Sutton](#).

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Council Record Usage for Initial Licensure

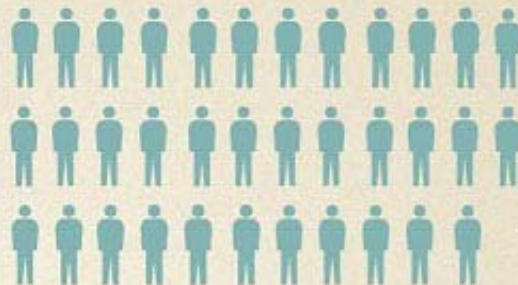
With the transition of the full L.A.R.E. to computer in September 2012, the Council Record has become an integral part of the exam registration process. With this change, the number of candidates using the Council Record to apply for initial licensure is increasing.

Here's a breakdown of average monthly usage of the Council Record for initial licensure.

Prior to September 2012



Since September 2012



119%

In the first year and a half since L.A.R.E. registration changes, the average monthly usage of the Council Record for initial licensure increased 119%.

What This Means for Boards

CLARB anticipates Boards seeing a higher percentage of their candidates applying for initial licensure utilizing the Council Record as time goes on.

This email was sent to: LATC@dca.ca.gov

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			Diff.		California			National			Diff.	
	Total	Pass	%	Total	Pass	%			Total	Pass	%	Total	Pass	%		
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 1-13							
	California			National			Diff.		California			National			Diff.		California			National			Diff.	
	Total	Pass	%	Total	Pass	%			Total	Pass	%	Total	Pass	%			Total	Pass	%	Total	Pass	%		
1-Project and Construction Administration	56	44	79%	352	289	82%	-3%		35	23	66%	248	191	77%	-11%		40	30	75%	281	196	69%	6%	
2-Inventory and Analysis	48	30	63%	320	222	69%	-6%		42	29	69%	258	191	74%	-5%		42	24	57%	249	162	65%	-8%	
3-Design	36	23	64%	253	178	70%	-6%		27	20	74%	213	160	75%	-1%		24	15	63%	249	179	72%	-9%	
4-Grading, Drainage and Construction Documentation	52	27	52%	325	186	57%	-5%		31	22	71%	254	140	55%	16%		22	8	36%	298	164	55%	-19%	

2014	March 31-April 12							
	California			National			Diff.	
	Total	Pass	%	Total	Pass	%		
1-Project and Construction Administration	46	33	72%	351	260	74%	-2%	
2-Inventory and Analysis	47	26	55%	326	222	68%	-13%	
3-Design	28	22	79%	275	215	78%	1%	
4-Grading, Drainage and Construction Documentation	48	28	59%	338	210	62%	-3%	

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.
 All Sections were administered beginning in April 2013.

The next administration of the LARE will be held on August 18-30, 2014.

Agenda Item I

DISCUSS AND POSSIBLE ACTION FOR UNIVERSITY OF CALIFORNIA BERKELEY EXTENSION CERTIFICATE PROGRAM CURRICULUM CHANGE

In 2012, the Landscape Architects Technical Committee (LATC) formed the University of California Extension Certificate Program Task Force, whose charge included conducting a site review of the University of California Extension Certificate Programs. Three Task Force members were appointed to the University of California, Berkeley (UC Berkeley) Visiting Team who conducted a site review of the program on April 8-10, 2013. The resulting UC Berkeley Visiting Team Report recommended that the program: develop a strategic plan, revise the sequential studio format, re-distribute units to allow for additional electives, make adjustments to faculty compensation and identify articulation opportunities for courses to be transferred between the Extension and UC Berkeley campuses. The LATC members reviewed the UC Berkeley Visiting Team Report at its May 22, 2013 meeting and granted a six-year approval of the UC Berkeley Extension Certificate Program through December 2020.

On May 21, 2014, the LATC received a voluntary update from the UC Berkeley Extension Certificate Program Director outlining the progress and improvements made to the Program in response to the 2013 LATC site review team's recommendations. The improvements include curriculum changes that were implemented January 2014.

UC Berkeley's recent curriculum changes include eliminating Advanced AutoCAD, and reducing the number of required History and Drawing courses from two to one. The Program also reduced the number of hours required for design studios. With these changes, the Program still consists of 63 semester units and remains compliant with California Code of Regulations section (CCR) 2620.5; which requires Extension Certificate Programs to consist of at least 90 quarter units or 60 semester units.

The Committee is asked to discuss the voluntary update submitted by the UC Berkeley Extension Certificate Program, and take possible action.

ATTACHMENTS:

1. UC Berkeley Extension Certificate Program Approval Letter – July 15, 2013
2. Update from UC Berkeley Extension Certificate Program – May 21, 2014

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
Program Manager



Department of Art and Design

UC Berkeley Extension

1995 University Avenue, Suite 110

Berkeley, CA 94704-7000

www.unex.berkeley.edu

Program offices:

95 Third St.

San Francisco, CA

To: Trish Rodriguez
Program Manager, Landscape Architects Technical Committee

From: Eddie Chau
Program Director, Landscape Architecture Program

May 21, 2014

Re: UC Berkeley Extension Landscape Architecture Program Update

Hello Trish,

Although we are not required to submit an annual report, I am attaching an update of our Certificate Program in Landscape Architecture.

We received re-certification from the LATC last May and wanted to inform the LATC on the progress we have made and our responses to some of the review committee's recommendations.

Thank you for all your help and I look forward to working with you and the LATC.

Best,

A handwritten signature in black ink, appearing to read "Eddie Chau". The signature is fluid and cursive, with the first letter "E" being particularly large and stylized.

Eddie Chau



Department of Art and Design

UC Berkeley Extension

1995 University Avenue, Suite 110

Berkeley, CA 94704-7000

www.unex.berkeley.edu

Program offices:

95 Third St.

San Francisco, CA

To: Landscape Architects Technical Committee

From: Eddie Chau, Program Director
Landscape Architecture
U.C. Berkeley Extension

May 21, 2014

Update for Landscape Architecture Program at U.C. Berkeley Extension

The following is an update for the Certificate Program in Landscape Architecture at U.C. Berkeley Extension. The program was re-certified by the LATC in May 2013 after the April review by Lee-Anne Milburn, Pat Caughey, and Linda Gates.

We have made good progress and improvements to the program with changes to the curriculum and responses to the LATC review committee recommendations.

Curriculum Changes

Changes were made to our curriculum to allow for more elective unit choices and to streamline required courses. Given that our students are part-time and are working professionals, the new curriculum creates more diversity and scheduling flexibility.

The revised curriculum was approved by the UC Berkeley Academic Committee in November last year and was implemented beginning in January 2014.

New and discontinued required courses:

1. Reduced the number of History courses to one from two
2. Reduced the number of mechanical and freehand drawing courses to one from two
3. Eliminated Advanced AutoCAD
4. Formed new Digital Landscape Graphics course
5. Formed new Green Roof Systems course

New electives:

1. Landscape Architecture Internship
2. Landscape Architecture Portfolio Workshop
3. Ecology for Designers
4. Cultural Landscape Documentation and Studio

Hours and sequencing:

1. Hours reduced for Principles and Elements of Design to 45 from 60
2. Hours reduced for two studios to 72 from 90
3. Design studios in years three and four are now non-sequential in each of those years

Also, units in some courses have been reorganized for a more equal distribution.

Outreach to Community

We have reached out to the Department of Landscape Architecture at U.C. Berkeley.. The new Chair of the MLA program, Prof. Louise Mozingo, has agreed to accept some of Extension's courses to meet requirements of their graduate program.

We have also shared resources with the Berkeley main campus. Last September, our art gallery hosted an exhibition of Prof. Chip Sullivan's work for an upcoming graphic publication. Landscape architect Michael van Gessel, who is a Visiting Scholar from the Netherlands and currently participating in teaching and lecturing at Berkeley, gave a guest lecture at Extension, as well as helped teach in one of our design studios.

Our program has also communicated with the Geography Dept. of San Francisco State University regarding our Cultural Landscape Preservation and Management sequence. Their department is open to having their students enroll in those courses.

Professionally, our Program has made a concerted effort this past year to reach out to local firms regarding entry level positions and internships. Many have been notified of our new internship course for credit. As a result, several students have been able to secure positions with the landscape architecture firms. Also, our new Portfolio Workshop course invited local landscape architects and designers for the final session to review and critique student work. These actions have further connected and familiarized local professionals with our program.

Summary

We are still in the process of addressing all the recommendations of the 2013 review team. Some are completed, particularly the ones regarding curriculum, while others such as teacher compensation and establishment of a strategic plan are being reviewed and are in progress.

Overall, the program has made significant changes this last year. The response has been positive from students and instructors. We are continuing to seek ways to improve the program in addition to the LATC recommendations.

Agenda Item J

REVIEW TENTATIVE SCHEDULE AND CONFIRM FUTURE LATC MEETING DATES

<u>July</u> 4	<i>Independence Day</i>	<i>Office Closed</i>
<u>August</u> 18-30	Landscape Architect Registration Examination (LARE) Administration	Various
<u>September</u> 1 10	<i>Labor Day</i> Board Meeting	<i>Office Closed</i> San Diego
<u>October</u> TBD	LATC Meeting	TBD
<u>November</u> 11 21-24 27-28	<i>Veterans Day</i> American Society of Landscape Architects 2014 Annual Meeting <i>Thanksgiving Holiday</i>	<i>Office Closed</i> Denver, CO <i>Office Closed</i>
<u>December</u> 1-13 10-11 25	LARE Administration Board Meeting & Strategic Planning Session <i>Christmas</i>	Various Sacramento <i>Office Closed</i>

Agenda Item K

ADJOURNMENT

Time: _____