SUMMARY REPORT

CALIFORNIA ARCHITECTS BOARD
Landscape Architects Technical Committee

February 10, 2015
Pomona, California

Landscape Architects Technical Committee (LATC) Members Present
David Allan Taylor, Jr., Chair (arrived at 11:45 a.m.)
Andrew Bowden
Nicki Johnson
Stephanie Landregan

LATC Members Absent
Katherine Spitz

Staff Present
Doug McCauley, Executive Officer, California Architects Board (Board)
Vickie Mayer, Assistant Executive Officer, Board
Trish Rodriguez, Program Manager, LATC
Rebecca Bon, Legal Counsel, Department of Consumer Affairs (DCA)
Gretchen Kjose, Special Projects Analyst, LATC
Matthew McKinney, Enforcement Officer, LATC
Kourtney Nation, Examination Coordinator, LATC

Guests Present
Sarnien Abedi, Student, California State Polytechnic University, Pomona (CPP)
Megan Allison, Faculty, Mira Costa College
Chris Anderson, Student, CPP
Cheryl Buckwalter, Association of Professional Landscape Designers (APLD)
Corey Cameron, Student, CPP
Perry Cardoza, American Society of Landscape Architects (ASLA)
Billy Guarino, ASLA
Matt Kizu, Student, CPP
Lee-Anne Milburn, Chair and Associate Professor, CPP
Julie Pell, Student, CPP
Monique Quintero, ASLA
John Shatsnider, Student, CPP
Chad So, Student, CPP
Amber Urena, Student, CPP
Ivan Velazquez, Student, CPP
Andrew Wilcox, Faculty, CPP, ASLA
Jon Wreschinsky, Government Affairs Liaison, ASLA

Richard Zweifel, President-Elect, ASLA
Raul Villanueva, Personnel Selection Consultant, DCA, Office of Professional Examination Services (OPES)

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

In the absence of both the LATC Chair and Vice Chair, member Andrew Bowden called the meeting to order at approximately 10:05 a.m. and called roll. Three members of LATC were present, thus a quorum was established. Mr. Bowden noted that Agenda Items I and L would be presented at 1:30 p.m.

B. Approve August 27, 2014 LATC Summary Report

- **Stephanie Landregan moved to approve the August 27, 2014 LATC Summary Report.**

  Nicki Johnson seconded the motion.

  The motion passed 3-0. Andrew Bowden, Nicki Johnson and Stephanie Landregan voted in favor of the motion. Katherine Spitz and David Allan Taylor, Jr. were absent.

C. Program Manager's Report

Trish Rodriguez presented the Program Manager's Report. She informed the members that staff continue to use the workaround system preceding the expectation of the BreEZe project. She shared that on November 20, 2014, DCA Director Awet Kidane provided a BreEZe Project update that specified implementation of Release 2 to be moved from April 2015 to the end of 2015.

She stated that the negative Budget Change Proposal, to temporarily reduce renewal fees and spending authority by $200,000, is currently included in the Governor's proposed budget.

She shared that outreach presentations are being planned for the spring semester and that the next presentation is scheduled to be at University of California, Davis on February 26, 2015.

She updated the Committee on recent rulemaking activity, explaining that the regulatory package for the amendment to California Code of Regulations (CCR) section 2610 (Application for Examination) has been approved by the Office of Administrative Law (OAL) and will go into effect on April 1, 2015. She also noted that the regulatory package for CCR section 2649 (Fees) is currently pending review at OAL.

She notified the members that the Office of Professional Examination Services (OPES) would be presenting the results of the recent linkage study under Agenda Item G.

She updated the members on recent personnel activity, stating that the Special Projects position was filled temporarily by Douglas Truong on October 24, 2014 and Mr. Truong has accepted a

permanent position with the Board effective February 10, 2015. Ms. Rodriguez also noted that the Licensing Coordinator position was filled.

D. Update and Possible Action on 2014 Sunset Review

Doug McCauley provided an update on the 2014 Sunset Review process. He explained that two weeks prior to LATC's scheduled Sunset hearing, the LATC would receive a list of questions from the Legislature related to the 2014 Sunset Review Report.

- **Stephanie Landregan moved to reinforce the value of LATC having a separate practice act, budget, and staff to maintain the focus and effectiveness as the regulatory body for landscape architecture.**

  Nicki Johnson seconded the motion.

  The motion passed 3-0. Andrew Bowden, Nicki Johnson and Stephanie Landregan voted in favor of the motion. Katherine Spitz and David Allan Taylor, Jr. were absent.

E. Enforcement Program

1. **Annual Enforcement Report**
2. **Discuss and Possible Action on Strategic Plan Objective to Collaborate With the Board to Review and Update Disciplinary Guidelines**

Ms. Rodriguez introduced LATC Enforcement Officer Matt McKinney. Mr. McKinney directed the Committee to the updated Disciplinary Guidelines included in the meeting packet. He noted that the changes reflect the Board's updated Disciplinary Guidelines adopted at its December 10, 2014 meeting. Mr. McKinney explained that following approval of the proposed language, LATC staff must proceed with a regulatory change proposal to amend CCR section 2680 to incorporate the revised Disciplinary Guidelines by reference.

Ms. Landregan noted that on page 9 of the revised Disciplinary Guidelines, a minor correction is needed to references of the LATC. She also suggested reporting or sharing licensee violations with other licensing boards.

Mr. McCauley noted that the Council of Landscape Architectural Registration Boards maintains a disciplinary database.

- **Stephanie Landregan moved to accept the Disciplinary Guidelines as presented with minor changes to references of the LATC.**

  Nicki Johnson seconded the motion.

  The motion passed 3-0. Andrew Bowden, Nicki Johnson and Stephanie Landregan voted in favor of the motion. Katherine Spitz and David Allan Taylor, Jr. were absent.

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

1. **Update on 2015 CLARB Election Nominations**
2. **Discuss and Possible Action on New Landscape Architect Registration Examination Data**

Ms. Landregan updated the Committee on the 2015 CLARB election nominations. She noted that Region Five is robust in nominations this year. She mentioned that LATC has put forth nominations for both Mr. Bowden and Christine Anderson.

Ms. Rodriguez directed the Committee to the Landscape Architect Registration Examination (LARE) data included in the meeting packet. Mr. Bowden noted that the highest discrepancy between California pass rates and national pass rates occurred during the December 2013 and December 2014 LARE administrations. Ms. Landregan cautioned that the number of repeat takers is not disclosed. She added that statistics show that the passing rate for repeat takers declines each time they test. Ms. Landregan expressed that there are many variables that affect pass rates. She advised against using the data provided to pinpoint causes for discrepancy between state and national pass rates. Mr. McCauley noted that the fact that there is no significant difference between California's pass rates and the national pass rates may validate the various pathways to licensure put in place by the LATC.

- **Nicki Johnson moved to approve the report on the CLARB election nominations and the national pass rates.**

  Stephanie Landregan seconded the motion.

  The motion passed 3-0. Andrew Bowden, Nicki Johnson and Stephanie Landregan voted in favor of the motion. Katherine Spitz and David Allan Taylor, Jr. were absent.

Mr. Taylor assumed Chair duties and introduced Agenda Item G.

G. California Supplemental Examination (CSE)

1. **Review and Approve Results of Examination Linkage Study Presented by Office of Professional Examination Services (OPES)**
2. **Discuss and Possible Action on Upcoming CSE Development Conducted by OPES**

Ms. Rodriguez informed the Committee that Raul Villanueva from OPES would be presenting the results of the 2014 Linkage Study Report.

Mr. Villanueva described the LARE review process to the Committee. He explained that if a licensing body in the state of California uses a national examination, a study of that examination is required. He clarified, the review determines the extent to which the national examination meets professional standards regarding examination development and administration.

Mr. Villanueva reminded the Committee that much of the LARE information is confidential and OPES staff signed privacy agreements with CLARB before conducting the review. He added that OPES staff reviewed LARE testing materials, Occupational Analysis (OA) methods, and the information CLARB provides to candidates. OPES' review found that the LARE meets the psychometric standards and professional standards. As a result, OPES recommends to continue the use of the LARE. Mr. Villanueva then described the linkage study process. He noted this process is necessary to minimize overlap between the CSE and the LARE. The study found that the CSE plan, developed from the 2014 OA, was acceptable and no changes to the plan should be made.

Ms. Landregan questioned whether the names of the subject matter experts (SME) who participated in the examination development process are public information. Mr. Villanueva reported that SME information has not been published in the past. He explained that LATC staff vet all SME participants. Mr. Villanueva advised that the vetting process includes confirming that SMEs do not have any conflicts of interest and that they hold a valid license to practice landscape architecture in California. Mr. McCauley expressed concerns with publishing SME information for exam security reasons. He advised that the Board does not publish SME information.

- **Andrew Bowden moved to approve the results of the examination linkage study as presented by OPES.**

  Nicki Johnson seconded the motion.

  The motion passed 3-1. Andrew Bowden, Nicki Johnson and David Allan Taylor, Jr. voted in favor of the motion. Stephanie Landregan was opposed. Katherine Spitz was absent.

H. Closed Session – Examinations [Closed Session Pursuant to Government Code Section 11126(c)(1)]

There were no items considered under closed session.

I. Discuss and Possible Action on Strategic Plan Objective to Review Table of Equivalents for Training and Experience and Consider Expanding Eligibility Requirements to Allow Credit for Teaching Under a Licensed Landscape Architect

Gretchen Kjose explained that the LATC's Strategic Plan contains an objective that directs the Committee to consider expanding eligibility requirements to allow credit for teaching under a licensed landscape architect. Ms. Kjose mentioned that states who allow credit for teaching only allow credit for a fraction of the experience requirement. She added that California does not currently require experience in specific areas of landscape architecture.

Ms. Landregan recommended allowing six months to one year of experience credit for teaching in the core subjects of health, safety, and welfare under a licensed landscape architect. She added that the credit be granted based on class time hours.

Ms. Mayer specified that candidates applying with the Board are granted up to one year of teaching credit for teaching in a program accredited by the National Architectural Accrediting Board (NAAB).

- **Stephanie Landregan moved to direct staff to draft a proposed regulatory amendment to allow between six months and one year of experience credit for teaching.**

  Andrew Bowden seconded the motion and offered an amendment to the motion to allow up to one year of credit for teaching experience.

  Stephanie Landregan accepted the amendment to the motion.

Ms. Rodriguez questioned if the draft language should specify if an instructor must teach in a program accredited by the Landscape Architectural Accreditation Board (LAAB) in order to earn experience credit.

Ms. Landregan noted that the extension certificate programs require all faculty members to be licensed; so the regulation does not need to allow for teaching experience in those programs.

Andrew Wilcox, CPP faculty and ASLA member, commented that if applicants can earn experience credit under any landscape architect, then all landscape architecture faculty members teaching under the supervision of a licensed landscape architect should be able to earn credit; not only those teaching in LAAB accredited programs.

Mr. Taylor questioned if the proposed regulation language should require applicants to have taught in LAAB accredited programs.

Ms. Landregan suggested that staff research regulatory language from other states that grant experience credit for teaching. Ms. Kjose suggested that the proposed regulatory language be in harmony with the degree programs currently accepted in regulation. Ms. Landregan agreed.

The motion passed 4-0. Andrew Bowden, Nicki Johnson, Stephanie Landregan and David Allan Taylor, Jr. voted in favor of the motion. Katherine Spitz was absent.

L.* Report on California Architects Board and Integrated Path to Licensure Model

Mr. McCauley provided a report on the Board's current activities with a focus on the Board's 2014 Strategic Plan objective regarding an additional pathway to licensure. He noted that the Board is in support of the National Council of Architectural Registration Boards' (NCARB) efforts to create an integrated path to licensure that culminates with eligibility for licensure upon graduation.

Lee-Anne Milburn, CPP department Chair, commented that because licensing examinations test for current practice, they conflict with what landscape architecture faculty members are teaching. She noted that faculty members attempt to prepare students for the future to ensure they are ready for current practice upon graduation.

Ms. Landregan suggested that the Board invite landscape architecture schools to their upcoming Board meeting where the Integrated Path to Licensure Model will be discussed.

Ms. Milburn added that schools are encountering difficulty finding firms that are willing to comply with the school's legal requirements for internships. She noted that this may become an issue if the LATC chooses to move forward with a similar integrated path to licensure.

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

Ms. Rodriguez summarized the Committee's efforts so far to consider possible changes to the current reciprocity requirements. Mr. Bowden advised that the topic was initially discussed in response to a letter from a reciprocity applicant.

Ms. Landregan explained that being CLARB certified could assist applicants applying for reciprocity in states that accept CLARB certification.

Ms. Kjose reminded the Committee that states have various pathways to licensure. She highlighted that many states do not require a degree in landscape architecture. Ms. Kjose explained that currently, reciprocity applicants in California must meet the same education and experience requirements as first time applicants.

Mr. Bowden commented that there has been some evolution to the licensure requirements and suggested reexamining the education requirements to open the door for licensure.

Ms. Kjose advised that the impetus to require a landscape architecture degree was the national examination pass rate. She added that the transition to only allowing a landscape architecture degree was viewed by the Legislature as closing the door to licensure in California.

Ms. Landregan added that Arizona and New York allow reciprocity to licensees who have practiced a total of ten years in another state. She suggested considering a similar opportunity for reciprocity applicants to California. Ms. Landregan clarified that considering years of practice, in lieu of a qualifying degree, would offer reciprocity to qualified individuals who do not hold the currently required education. She recommended proposing a regulation change to specifically state that California allows reciprocity to individuals who are licensed in another jurisdiction, have ten years of practice experience, and have passed the CSE. Mr. Bowden agreed that the change proposed by Ms. Landregan would open the door to licensure for competent individuals.

Rebecca Bon suggested making a motion to direct staff on how to proceed with the regulation change.

Jon Wreschinsky questioned if allowing reciprocity to applicants who do not meet California's education requirement will undermine the requirement. Ms. Landregan elaborated that allowing reciprocity to applicants with an amount of practice experience determined by the Committee to be acceptable would not diminish the current education requirement for first time applicants. The LATC still values the current education requirement, but has an opportunity to open a pathway for qualified individuals who have already passed the national examination and have been licensed and practicing in another jurisdiction.

- **Stephanie Landregan moved to direct staff to obtain regulatory language on reciprocity from Arizona and New York and draft proposed regulatory language for the Committee to consider at a future meeting.**

  Andrew Bowden seconded the motion.

  The motion passed 4-0. Andrew Bowden, Nicki Johnson, Stephanie Landregan and David Allan Taylor, Jr. voted in favor of the motion. Katherine Spitz was absent.

K. Review and Possible Action on Proposed Regulations to Adopt California Code of Regulations (CCR) Sections 2620.2 (Extension Certificate Programs – Application for Approval); 2620.3 (Suspension or Withdrawal of Approval); 2620.4 (Annual

Reports); and to Amend CCR Section 2620.5 (Requirements for an Approved Extension Certificate Program)

Ms. Landregan recused herself from discussion of this item as she is employed by the University of California, Los Angeles Extension Certificate Program.

Ms. Rodriguez explained that an update on the progress of CCR sections 2620.2, 2620.3, 2620.4, and 2620.5 is included in the meeting packet as requested by the Committee. She directed the Committee members to the attachment including recent changes to the proposed regulatory language. Ms. Rodriguez noted that Ms. Kjose would explain the purpose of the new proposed language.

Ms. Kjose explained that the process to update these regulations has been going on since 2010. She stated that the originally proposed regulatory language was rejected by OAL on July 17, 2013 because the justification for the changes was not sufficient. She advised that LATC staff have been working with Ms. Anderson to revise this language. Ms. Kjose explained that the new language details the application process, approval process, and site review process for Extension Certificate Programs. She directed the Committee members to the attached proposed language and highlighted some of the areas that need additional revision. She noted that the program requirements included in the new language are based on the current standards used by the LAAB. Ms. Kjose noted that LAAB is currently revising its accreditation standards and should have a new set of standards implemented in 2016.

Mr. Bowden inquired about the impact the revisions to LAAB's accreditation standards will have on the LATC's proposed regulatory language. Ms. Landregan commented from the public that the proposed guidelines included in the meeting packet are only based upon those set by LAAB and not an exact copy.

Ms. Mayer advised that the proposed language for CCR sections 2620.2, 2620.3, and 2620.4 needs additional clarification and legal review. She proposed that the LATC staff could continue to revise the proposed language and present it to the Committee at a later meeting.

Ms. Bon advised the Committee that additional justification would be needed to support the proposed language for CCR section 2620.5(n)(3), related to the time requirement of an Extension Certificate Program Administrator. She also recommended clarification of the types of program changes necessary to include in Self Evaluation Reports.

Mr. Bowden and Ms. Johnson discussed requiring Extension Programs to report any quantifiable changes to the program, including an increase or decrease in classrooms or instructors.

Ms. Kjose suggested that it would be helpful to convene a subcommittee to assist with revising the proposed language for these regulations and developing the justifications needed for OAL's review and approval. Mr. Taylor agreed with Ms. Kjose and suggested convening a task force to assist staff with the regulation process. Ms. Mayer reminded the Committee that the last Extension Certificate Task Force helped with the revisions to CCR section 2620.5. She suggested that LATC staff review the list of members on the previous Task Force and recommend to the Committee who to invite to participate in this new task force.

Ms. Kjose explained that the LAAB standards do not specify a time requirement for Program Administrators but they do specify that all faculty members must be fulltime. She suggested that the Committee remain consistent with LAAB and require a fulltime position. Messrs. Taylor and Bowden and Ms. Johnson agreed that the Program Administrator should be required to work fulltime.

- **Andrew Bowden moved to direct staff to contact a couple members of the past Extension Certificate Program Task Force to assist in reviewing the proposed regulatory language and making any necessary changes.**

  Nicki Johnson seconded the motion.

  The motion passed 3-0-1. Andrew Bowden, Nicki Johnson and David Allan Taylor, Jr. voted in favor of the motion. Stephanie Landregan was recused. Katherine Spitz was absent.

M. Adjourn

- **David Allan Taylor, Jr. adjourned the meeting.**

The meeting adjourned at 4:43 p.m.

**Agenda items were taken out of order to accommodate the schedules of students and faculty and presenters in attendance. The order of business conducted herein follows the transaction of business.*

February 11, 2015
Pomona, California

LATC Members Present
David Allan Taylor, Jr., Chair
Andrew Bowden
Nicki Johnson
Stephanie Landregan

LATC Members Absent
Katherine Spitz

Staff Present
Doug McCauley, Executive Officer, Board
Vickie Mayer, Assistant Executive Officer, Board
Trish Rodriguez, Program Manager, LATC
Rebecca Bon, Legal Counsel, DCA
Matthew McKinney, Enforcement Officer, LATC
Kourtney Nation, Examination Coordinator, LATC

Guests Present
Cheryl Buckwalter, APLD
Pamela Berstler, APLD
Elisa Chohan, Strategic Planner, DCA, Strategic Organization, Leadership and Individual Development (SOLID)
Jim Pickel, ASLA
Dennis Zanchi, Planning Manager, DCA, SOLID

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

Chair David Allan Taylor, Jr. called the meeting to order at 10:00 a.m. and called roll. Four members of LATC were present, thus a quorum was established.

O. Strategic Planning Session

The LATC commenced its annual strategic planning session, facilitated by Dennis Zanchi and Elisa Chohan of DCA SOLID. The LATC reviewed the accomplishments for fiscal years (FY) 2013/14 and 2014/15, and LATC's mission, vision, values, and strategic goals. SOLID staff led the LATC members in developing the objectives for FY 2015/16 and 2016/17.

SOLID will update the Strategic Plan with the changes made during this session, and the LATC will review and finalize the plan at its next meeting tentatively scheduled for May 13, 2015.

P. Review Tentative Schedule and Confirm Future LATC Meeting Dates

The next LATC meeting is tentatively scheduled for May 13, 2015 in Sacramento.

Q. Adjourn

- **David Allan Taylor, Jr. adjourned the meeting.**

The meeting adjourned at 4:15 p.m.