



## Minutes

### CALIFORNIA ARCHITECTS BOARD Landscape Architects Technical Committee Meeting

August 11, 2023  
Sacramento

#### Landscape Architects Technical Committee (LATC/Committee) Members Present

Jon S. Wreschinsky, Chair  
Pamela S. Brief, Vice Chair  
Andrew C. N. Bowden  
Susan M. Landry  
Patricia M. Trauth

#### Board and LATC Staff Present

Laura Zuniga, Executive Officer  
Jesse Laxton, Assistant Executive Officer  
Nicholas Barnhart, Examination Coordinator  
Kourtney Fontes, Special Projects Analyst  
Coleen Galvan, Communications Analyst  
Jane Kreidler, Administration Manager  
Drew Liston, Board Liaison  
Timothy Rodda, Regulations Manager  
Stacy Townsend, Enforcement Analyst

#### Department of Consumer Affairs (DCA) Staff Present

Melissa Gear, Deputy Director, Board and Bureau Relations  
Sarah Irani, SOLID Moderator  
Michael Kanotz, LATC Counsel  
Bryce Penney, Television Specialist, Office of Public Affairs

#### Guests Present

Cheryl Buckwalter, Association of Professional Landscape Designers (APLD)

#### **A. Call to Order / Roll Call / Establishment of a Quorum**

LATC Chair, Jon Wreschinsky called the meeting to order at 10:30 a.m. and Vice Chair, Pamela Brief called roll. Five members of LATC were present, thus a quorum was established.

## **B. Chair's Procedural Remarks and Committee Member Introductory Comments**

Mr. Wreschinsky announced that webcast is available, and anyone interested in participating in the meeting may join the WebEx meeting as outlined on the meeting agenda. He stated that all motions and seconds will be repeated for the record and votes on all motions will be taken by roll call.

## **C. Public Comment on Items Not on the Agenda**

Mr. Wreschinsky invited members of the public to address the LATC. There were no comments from the public.

Mr. Wreschinsky stated that one written comment was submitted prior to the meeting and included in the meeting materials. Kourtney Fontes provided a summary of the comment regarding the regulatory proposal to amend California Code of Regulations section 2615 (Form of Examinations).

## **D. Update on the Department of Consumer Affairs (DCA)**

Melissa Gear provided updates on DCA's Diversity, Equity, and Inclusion (DEI) Steering Committee efforts, including new DEI trainings for staff and board members.

Ms. Gear reminded the LATC that SB 544 may allow for remote virtual meetings. She added that DCA has been working to implement AB 107 which, effective July 1, 2023, required DCA boards and bureaus to grant temporary licensure to the spouse or domestic partner of an active-duty military member under certain conditions.

Ms. Gear provided updates on DCA's Enlightened Enforcement Project and Data Governance Project; and explained that these projects will help standardize enforcement procedures and data reporting for all boards and bureaus.

Ms. Gear reminded the committee members of the required trainings for 2023, including the Sexual Harassment Prevention and Information and Security Awareness trainings.

Susan Landry asked if applicants for the temporary license would need to take the state examination. Ms. Zuniga responded that a qualifying applicant for temporary license is not required to take the California Supplemental Examination (CSE).

## **E. Review and Possible Action on April 21, 2023, LATC Meeting Minutes**

Mr. Wreschinsky directed the members to page 7 of the minutes regarding the Council of Landscape Architectural Registration Boards (CLARB) occupational analysis (OA) and shared that CLARB recently changed the name of the committee established to address the OA to the "CLARB Experience Requirements Work Group" and a meeting has been scheduled to start that process.

Mr. Wreschinsky asked if the recommendations presented at the last meeting by the DCA Office of Professional Examination Services (OPES) were provided to CLARB. Ms. Zuniga confirmed a letter was sent to CLARB outlining the OPES recommendations.

- **Susan M. Landry moved to approve the April 21, 2023, LATC Meeting Minutes as presented.**

**Andrew C. N. Bowden seconded the motion.**

There were no comments from the public.

**Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.**

#### **F. Review and Possible Action on LATC Member Administrative Manual**

Ms. Zuniga explained that LATC will submit the LATC Member Administrative Manual as part of the Sunset Review Report next year, so this is an opportunity to make any changes. She added that suggested technical changes were included in the meeting materials.

Mr. Wreschinsky asked for clarification on the budget augmentation process mentioned on page 2 of the manual. Ms. Zuniga responded that when LATC or the Board need to make changes to the budget, a Budget Change Proposal must be submitted to DCA and the Department of Finance for review.

Mr. Wreschinsky asked for clarification on the Program Manager evaluation process mentioned on page 15 of the manual. Ms. Zuniga explained that LATC could do something similar to the Board's annual evaluation of the Executive Officer, which is coordinated by DCA's Office of Human Resources.

- **Pamela S. Brief moved to approve the LATC Member Administrative Manual as presented.**

**Andrew C. N. Bowden seconded the motion.**

There were no comments from the public.

**Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.**

#### **G. Legislation Update**

##### **1. AB 342 (Valencia) Architects and Real Estate Appraisers: Applicants and Licensees: Demographic Information**

Ms. Zuniga explained that AB 342 would authorize the Board to request a licensee to identify their race, ethnicity, gender, or gender identity when applying

for an initial license or renewal. She added that if the Board does decide to collect this information it would need to report the information annually.

Mr. Wreschinsky asked if candidates or licensees can refuse to provide the information. Ms. Zuniga confirmed that providing the information would be optional.

## **2. SB 372 (Menjivar) Department of Consumer Affairs: Licensee and Registrant Records: Name and Gender Changes**

Ms. Zuniga explained that SB 372 would require all DCA boards to update a licensee's records when the person's legal name or gender has changed. Ms. Landry asked if a licensee's old legal name would be removed from the website for both name and gender changes. Ms. Zuniga confirmed that prior names would be removed from the website.

## **3. SB 544 (Laird) Bagley-Keene Open Meeting Act: Teleconferencing**

Ms. Zuniga explained that SB 544 would make changes to the Bagley-Keene Open Meeting Act and allow for virtual meetings.

## **4. SB 816 (Roth) Professions and Vocations**

Ms. Zuniga explained that SB 816 would enact the fee increases that LATC has approved, effective January 1, 2024. Ms. Landry asked how candidates and licensees will be notified of the fee increases. Ms. Zuniga responded that LATC could send an initial notification before the bill is approved and again after the bill is signed. Ms. Landry agreed that LATC should send a notification while the bill is going through the legislative process.

Ms. Trauth asked if DCA could change the way funding is structured so that license fees are more equitable. Ms. Zuniga explained that DCA does not receive General Fund monies and all DCA boards and bureaus are funded by their own licensing fees.

Mr. Bowden asked how the proposed license fee compares to other DCA programs and national landscape architect license fees. Ms. Zuniga responded that some DCA programs with comparable license populations have higher licensing fees. She added that staff can provide information on national licensing fees and explained that not every structure is the same in different jurisdictions, so the fees are not always comparable.

Mr. Wreschinsky asked how DCA determines the amount LATC must pay in pro-rata fees. Ms. Zuniga explained that the cost is divided by the number of staff positions a program is authorized to have.

Mr. Bowden asked what would happen if SB 816 does not pass. Ms. Zuniga explained that LATC would have to bring spending down and the only way to do that on a significant level would be to go through the lay-off process for staff.

Ms. Brief asked if the budget issues would be explained to licensees when the fee increases are announced. Ms. Zuniga confirmed that an explanation of what is causing the deficit will be included in the outreach to licensees and candidates.

## **H. Update and Discuss Council of Landscape Architectural Registration Boards (CLARB):**

### **1. Discuss and Take Action on Candidates for 2023 Board of Directors and Leadership Advisory Council**

Ms. Zuniga directed the LATC members to the CLARB candidate information included in the meeting materials.

Mr. Wreschinsky recommended voting for Joel Kurokawa for President-Elect, Craig Coronato for Treasurer, and Keven Graham for Leadership Advisory Council. Mr. Bowden agreed with Mr. Wreschinsky and recommended that LATC vote for Leadership Advisory Council candidates who are licensed landscape architects. Members Landry, Brief, and Trauth agreed that LATC should support licensees for the Leadership Advisory Council positions.

- **Susan M. Landry moved to select Joel Kurokawa for President-Elect, Craig Coronato for Treasurer, and Candace Dillingham and Keven Graham for Leadership Advisory Council.**

**Andrew C. N. Bowden seconded the motion.**

There were no comments from the public.

**Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.**

- **Pamela S. Brief moved to approve Jon Wreschinsky as delegate and Laura Zuniga and Jesse Laxton as representatives in attendance on the Letter of Delegate Credentials for the 2023 CLARB Annual Meeting.**

**Susan M. Landry seconded the motion.**

There were no comments from the public.

**Members Bowden, Brief, Landry, and Trauth voted in favor of the motion. Chair Wreschinsky abstained. The motion passed 4-0-1.**

### **2. Review and Discuss the 2023 CLARB Annual Meeting Agenda**

Ms. Zuniga explained that the agenda for the 2023 CLARB Annual Meeting is included in the meeting materials for informational purposes. Mr. Wreschinsky shared that the sessions on “Evaluating Education Equivalency: A partnership with LAAB” and “Continuing Education: Balancing Necessary Rigor with Ease” may be of particular interest to LATC. Mr. Bowden suggested that

Mr. Wreschinsky remind LAAB to consider accrediting the UCLA Extension landscape architecture certificate program.

Mr. Bowden also suggested that CLARB should develop a standard for continuing education. Ms. Brief agreed and stated that while LATC staff did not find a consumer protection need for continuing education in California, she believes there is a need for continuing education related to climate changes and other issues. Mr. Wreschinsky asked how many DCA programs have a continuing education requirement. Ms. Zuniga responded that most healing arts boards have continuing education and many non-healing arts programs do not have continuing education.

**I. Executive Officer's Report – Update on Board's Administration / Management, Examination, Licensing, and Enforcement Programs**

Ms. Zuniga directed the members to the Executive Officer's (EO) Report included in the meeting materials and provided a summary of the report. Stacy Townsend provided an update on LATC business modernization efforts and explained that LATC has had a significant decrease in paper applications following the launch of the Connect system.

Mr. Bowden asked about the status of the requirement for landscape architects to include their license number in public presentments. Ms. Zuniga explained that the requirement has already been adopted and was mistakenly listed in the EO Report. She explained that the proposal included in the report relates to educating the different jurisdictional agencies about landscape architecture licensure and its regulatory scope of practice to allow licensees to perform duties prescribed within the regulations. She added that due to concerns from building officials, this proposal will be included in LATC's Sunset Review Report so that it could be addressed next year. Mr. Wreschinsky added that the building officials' primary concern had to do with crossover practice. Ms. Zuniga explained that the building officials felt there was a misunderstanding of what landscape architects could do and when they could do it, which could leave the proposal open to different interpretations.

Ms. Brief asked if landscape architects must include their license number on construction documents. Ms. Townsend confirmed that all plans and construction documents should include a license number and seal.

Ms. Landry noted that many violations listed in the EO Report were related to individuals being miscategorized on LinkedIn as an architect. She shared that she has also been grouped as an architect on LinkedIn. Ms. Zuniga explained that in these cases the Board will request the individual to demonstrate that they have contacted the advertising platform to request a change to their profile and the Board does not require the change to be made because that is outside of the individual's control. She added that the Board has not had success with getting assistance from the social media platforms to address this issue and suggested the issue could be raised in the Sunset Review Report to see if the legislature would be willing to address it. Ms. Brief stated that this is a problem for consumers and licensed practitioners and only benefits unlicensed practitioners.

## **J. Review and Discuss LATC's Draft Sunset Review Report**

Ms. Zuniga directed the committee members to the draft Sunset Review Report in the meeting materials. She explained that the members can make recommend changes to the entire report and provided a summary of the new issues already included in the report.

Mr. Bowden asked if the proposal to amend Business and Professions Code (BPC) section 5680.2, included in the new issues section of the report, would require an individual who has let their license expire longer than five years to take an examination before they are issued a new license. Ms. Zuniga explained that the individual would need to take an examination if the LATC does not have record of their prior examination scores. Mr. Barnhart explained that staff identified the need for this change after receiving a license application from a prior licensee who no longer had examination scores on record with LATC. Ms. Zuniga explained that the person was last licensed around twenty years ago and both CLARB and LATC did not have a record of their examination scores. Mr. Bowden asked how this proposal differs from the licensure requirements for architect candidates in a similar situation. Ms. Zuniga stated that the proposed language would make the licensure requirement for landscape architects more similar to the requirement for architects. She explained that once a license is expired for more than five years it is no longer eligible to be reinstated and the individual must meet the requirements of a new licensee to obtain a new license.

Mr. Wreschinsky asked if LATC should include the recently passed CLARB Uniform Standard and how it deviates from the licensure requirements of California, under the new issues section of the report. He added that the legislature should be aware that CLARB is suggesting for all states to adopt the licensure requirements outlined in the Uniform Standard which do not align with current California law regarding education and training experience. Ms. Zuniga agreed it would be helpful to point out the conversations LATC has had with CLARB and why LATC is resistant to adopt the Uniform Standard. Mr. Wreschinsky also reminded the committee that the name of the upcoming CLARB work group mentioned on page 11 of the report was recently changed to the "Experience Requirements Work Group".

Mr. Wreschinsky suggested clarifying on page 13 of the report that the reason LATC implemented a temporary license renewal fee reduction was to keep the reserve balance under the statutory limit. Mr. Wreschinsky also suggested changing the wording of BPC section 5681(b) so that it specifically addresses the CSE. Mr. Wreschinsky suggested that staff verify the statement made on page 17 of the report regarding training experience included in a CLARB Council Record. Ms. Trauth suggested that LATC's new fees should be included on page 14 of the report.

Mr. Wreschinsky suggested listing both the current and proposed LARE sections on page 26 of the report. He also suggested mentioning the differences between California's licensure requirements and the CLARB Uniform Standard on page 46 of the report, regarding workforce development. Ms. Landry agreed and suggested expanding on the response to question 61 in the report. Mr. Wreschinsky suggested

mentioning the analysis of LARE pass rates that was recently conducted by OPES. He also suggested mentioning that LATC has actively reached out to various organizations to address DEI issues within the profession. He suggested revising page 49 of the report to clarify that LATC voted to start a dialogue with the Board about establishing a merged board with architects.

Ms. Brief suggested mentioning that the American Society of Landscape Architects professional and student chapters recently held a webinar with LATC regarding the upcoming changes to the LARE. She also asked how LATC can address the issue mentioned on page 49 of the report, regarding only having professional members on the LATC. Ms. Zuniga explained that most non-health boards have a public member majority and LATC has responded to this issue in the past by explaining that the Board takes final action on LATC items, and the Board has public members. Mr. Bowden suggested that the Board could select a public member to be the LATC Liaison.

**PUBLIC COMMENT:** Cheryl Buckwalter, APLD commented on Agenda Item I and stated that APLD California Chapter supports landscape architects and landscape designers being listed separately in online entities' organizational lists and has made every effort possible to contact those entities in order to make that request.

**K. Discuss and Possible Action on 2022-2024 Strategic Plan Objectives to:**

**1. Implement a New Enforcement and Licensing Business Modernization Computer Platform to Improve Services to Candidates, Licensees, and Consumers**

Ms. Zuniga provided an update on LATC's business modernization efforts and reminded the Committee members that the Eligibility, CSE, and Initial License Applications are available on the online Connect system.

**2. Update the LATC Website to Clarify LATC's Roles and Responsibilities and Explain the Difference Between Regulated and Unregulated Professions Listed on Various Online Platforms and Educate Consumers on Requirements and Permitted Practice of Licensed and Unlicensed Professionals**

Ms. Townsend explained that the consumer section of the LATC website was updated to expand the permitted practices document to clarify that only licensed architects, engineers, and landscape contractors are exempt from the landscape architects practice act insofar as they are providing services that they are licensed to do. She added that the information on the website was also updated to clarify that unlicensed professionals can only provide conceptual drawings for single-family dwellings; and to explain that the LATC's highest priority is the protection of the public and the LATC's purpose is to investigate violations of the practice act and not to obtain restitution for complainants.

Mr. Bowden suggested updating the permitted practices document to specify that licensed professionals can prepare "construction documents." Members



Brief and Landry agreed and recommended expanding the statement to include “construction documents and specifications”.

**3. Research the Economic and Consumer Protection Impact of Re-Establishing the Landscape Architects Board or Establishing a Merged Board with the California Architects Board to Provide Better Representation, Strengthen the Distinction Between the Two Entities, and Increase Efficiency**

Mr. Wreschinsky shared that he discussed this objective with the Board President, LATC Liaison, and Ms. Zuniga. He asked if the committee members would like to table this idea. Ms. Landry stated that becoming a separate board would cost more and recommended that LATC table this item until at least six months after the fee increases are implemented. Mr. Bowden agreed that LATC could address this item at another time, if needed. Ms. Trauth and Ms. Brief agreed to table this item. Mr. Wreschinsky suggested stating in the Sunset Review Report that the current LATC structure is working and LATC continues to consider ways to increase efficiency.

**L. Review of Future Committee Meeting Dates**

Mr. Wreschinsky stated that LATC will consider alternative dates for the November meeting.

**M. Closing Comments**

Mr. Wreschinsky thanked everyone for attending the meeting.

**N. Adjournment**

The meeting adjourned at 2:11 p.m.