

California Architects Board  
Landscape Architects Technical Committee  
July 24, 2025





## NOTICE OF MEETING Landscape Architects Technical Committee

### **LATC MEMBERS**

Pamela S. Brief, Chair  
Patricia M. Trauth, Vice Chair  
Martin Armstrong  
Susan M. Landry  
Jon S. Wreschinsky

***Action may be  
taken on any  
item listed on  
the agenda.***

**The Landscape Architects Technical Committee  
(LATC or Committee) will meet at  
at 10 a.m., on July 24, 2025**

**NOTE: This teleconference meeting is being held pursuant to Government Code section 11123.5.**

**The in-person location for this meeting is:**

**2420 Del Paso Road, Suite 105, Room 114  
Sacramento, CA 95834**

**Information to Register/Join Meeting for Members of the Public via Webex:** To access the Webex event, attendees will need to click the following link. Instructions to connect to the meeting can be found at the end of this agenda.

<https://dca-meetings.webex.com/dca-meetings/j.php?MTID=m4860a6e3e2bf09fd545eb784fd783ca0>

Members of the public may, but are not obligated to, provide their names or personal information as a condition of observing or participating in the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier, such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make a public comment. Participants who choose not to provide their email address may utilize a fictitious email address in the following sample format: XXXXX@mailinator.com

Due to potential technical difficulties, please consider submitting written comments by July 14, 2025, to [latc@dca.ca.gov](mailto:latc@dca.ca.gov) for consideration.

## **AGENDA**

**10 a.m. to 5 p.m.**  
(or until completion of business)

**Action may be taken on any item listed below.**

- A. Call to Order – Roll Call – Establishment of a Quorum
- B. Chair's Procedural Remarks and Committee Member Introductory Comments
- C. Public Comment on Items Not on the Agenda

*The Committee may not discuss or take action on any item raised during this public comment section, except to decide whether to refer the item to the Committee's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).*

- D. Update from the Department of Consumer Affairs (DCA) – Board and Bureau Relations, DCA
- E. Budget Update from DCA Budget Office, Luke Fitzgerald, Budget Analyst
- F. Review and Possible Action on May 16, 2025, LATC Meeting Minutes
- G. Program Manager's Report
  - 1. Update on Committee's Administrative/Management, Examination, Licensing, and Enforcement Programs
- H. Update and Discuss Council of Landscape Architectural Registration Boards (CLARB):
  - 1. CLARB Presentation
  - 2. Discuss and Take Action on Candidates for 2025 Board of Directors and Leadership Advisory Council
  - 3. Update and Discuss Committee Meetings
  - 4. Review and Discuss the 2025 CLARB Annual Meeting Agenda
- I. Review and Discuss Strategic Plan Item 1.4: Encourage Associations and Firms to Provide Financial Assistance to Help with the Costs of Exams and Licensure

J. Review and Discuss Strategic Plan Item 1.5: Research the Possibility of Establishing Continuing Education (CE) Requirements for Renewal

K. Review and Discuss Subject Matter Expert (SME) Recruitment for Test Development

L. Legislation Update

1. [AB 1341 \(Hoover\)](#) Contractors; Discipline: Building Law Violations

M. Review of Future Committee Meeting Dates

N. Adjournment

Action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

FOR OBSERVATION ONLY: WEBCAST: The LATC plans to webcast this meeting on the Department of Consumer Affairs' website at <https://thedcapage.blog/webcasts>. Using the Webcast link will allow only for observation with closed captioning. Webcast availability cannot, however, be guaranteed due to resource limitations or technical difficulties. The meeting will not be cancelled if Webcast is unavailable. If you wish to participate, please plan to participate via the Webex option listed above.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

The meeting is accessible to individuals with disabilities. To request a disability-related accommodation or modification in order to participate, please contact:

**Person:** Heather Davis  
**Telephone:** (916) 575-7235  
**Email:** [Heather.Davis@dca.ca.gov](mailto:Heather.Davis@dca.ca.gov)

**Mailing Address:**  
Landscape Architects Technical Committee  
2420 Del Paso Road, Suite 105

2420 Del Paso Road, Suite 105 • Sacramento, CA 95834 • P (916) 575-7230 • F (916) 575-7283  
[latc@dca.ca.gov](mailto:latc@dca.ca.gov) • [www.latc.ca.gov](http://www.latc.ca.gov)



**Telecommunication Relay Service:** Dial 711 Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

For further information prior to the meeting, please contact:

**Person:** Heather Davis

**Telephone:** (916) 575-7235

**Email:** Heather.Davis@dca.ca.gov

**Mailing Address:**

Landscape Architects Technical Committee

2420 Del Paso Road, Suite 105

Meeting notices and related materials are available online at:

[https://www.latc.ca.gov/about\\_us/meetings/](https://www.latc.ca.gov/about_us/meetings/) (Government Code section 11125(a)).

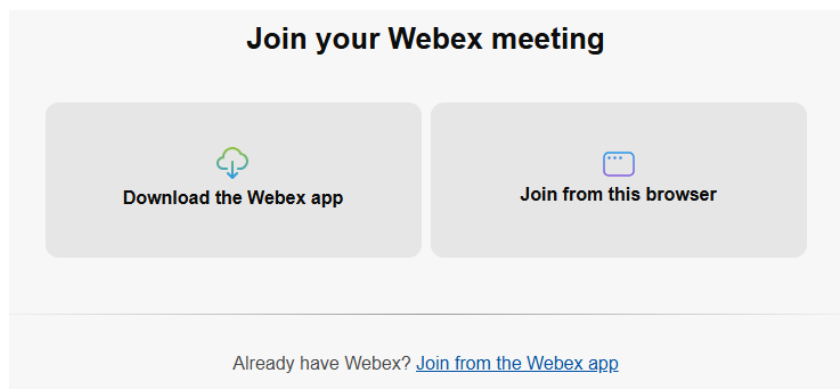
***Protection of the public shall be the highest priority for the Committee in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business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

### Recommended: Join using the meeting link.

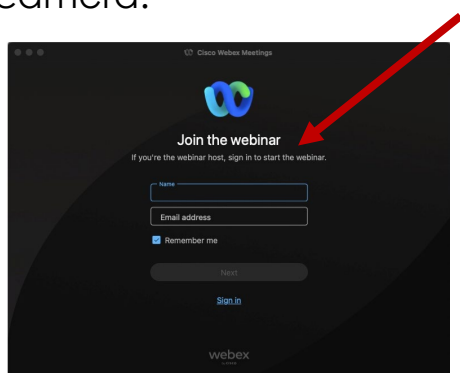
- 1 Click on the meeting link. This can be found in the meeting notice you received and is on the meeting agenda.
- 2 If you already have Webex on your device, click the bottom instruction, "Join from the Webex app."

If you have **not** previously used Webex on your device, your web browser will offer "Download the Webex app." Follow the download link and follow the instructions to install Webex.

**DO NOT** click "Join from this browser," as you will not be able to fully participate during the meeting.



- 3 Enter your name and email address\*. Click "Next."  
Accept any request for permission to use your microphone and/or camera.



\*Members of the public are not obligated to provide their name or personal information and may provide a unique identifier such as their initials or another alternative as well as a fictitious email address like in the following sample format: XXXXX@mailinator.com.

### Alternative 1. Join from Webex.com

- 1 Click on “Join a Meeting” at the top of the Webex window.



- 2 Enter the meeting/event number and click “Continue.” Enter the event password and click “OK.” This can be found in the meeting notice you received or on the meeting agenda.

A screenshot of the 'Enter the meeting number' form. It features the Webex logo at the top, followed by the text 'Enter the meeting number' with a help icon. Below is a text input field labeled 'Meeting number' and a 'Continue' button. A red arrow points to the input field.

To view more information about the event, enter the event password.

A screenshot of the 'Enter the event password' form. It shows the 'Event number: 2482 000 5913' and a text input field labeled 'Enter the event password'. Below the field is an 'OK' button. A red arrow points to the input field.

- 3 The meeting information will be displayed. Click “Join Event.”

[< Back to List](#)

#### Meeting Name

Jones, Shelly@DCA | 9:45 AM - 9:55 AM | Thursday, Oct 14 2021 |  
(UTC-07:00) Pacific Time (US & Canada)



Join Event



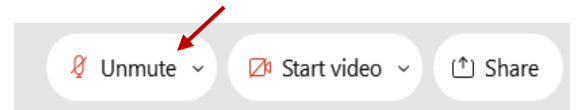
OR

### Alternative 2. Connect via Telephone



You may also join the meeting by calling in using the phone number, access code, and passcode provided in the meeting notice or on the agenda.

Microphone control (mute/unmute button) is located at the bottom of your Webex window.



Green microphone = Unmuted: People in the meeting can hear you.



Red microphone = Muted: No one in the meeting can hear you.

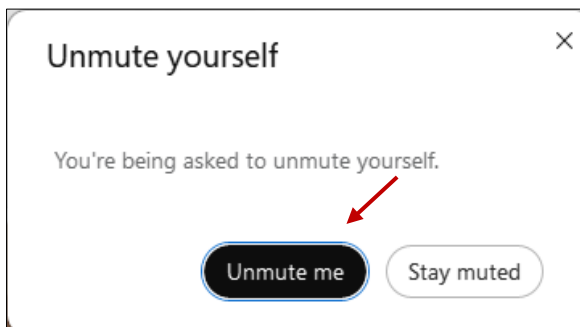
Note: Only panelists can mute/unmute their own microphones. Attendees will remain muted unless the moderator invites them to unmute their microphone.

### Attendees/Members of the Public

#### Joined via Meeting Link

The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:

Click the Unmute me button on the pop-up box that appears.



#### Joined via Telephone (Call-in User)



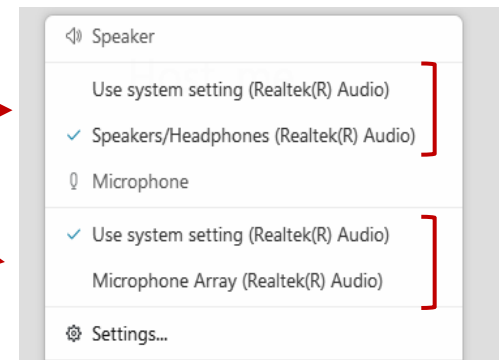
1. When you are asked to unmute yourself, press \*6.
2. When you are finished speaking, press \*6 to mute yourself again.

## If you cannot hear or be heard

- 1 Click on the bottom facing arrow located on the Mute/Unmute button at the bottom of the Webex window.



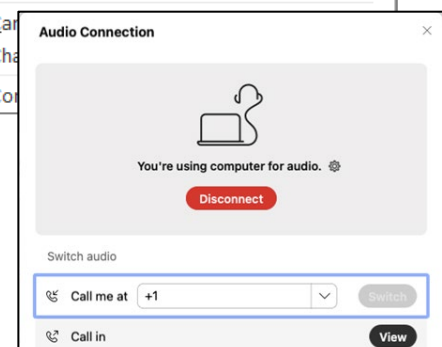
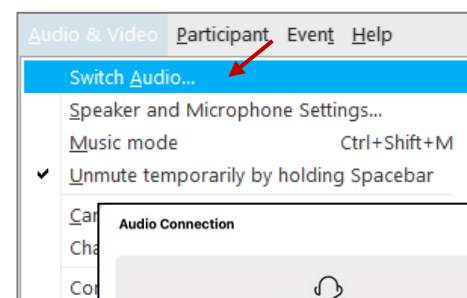
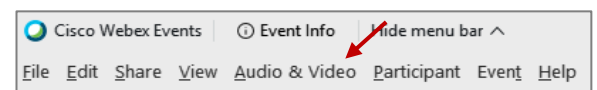
- 2 From the drop-down menu, select different:
  - Speaker options if you can't hear participants.
  - Microphone options if participants can't hear you.



## Continue to Experience Issues?

If you are connected by computer or tablet and you have audio issues, you can link your phone to your Webex session. Your phone will then become your microphone and speaker source.

- 1 Click on "Audio & Video" from the menu bar.
- 2 Select "Switch Audio" from the drop-down menu.
- 3 Hover your mouse over the "Call In" option and click "View" to show the phone number to call and the meeting login information. You can still un-mute from your computer window.



## Hand Raise Feature

### Joined via Meeting Link

- Locate the hand icon at the bottom of the Webex window.
- Click the hand icon to raise your hand.
- Repeat this process to lower your hand.



### Joined via Telephone (Call-in User)



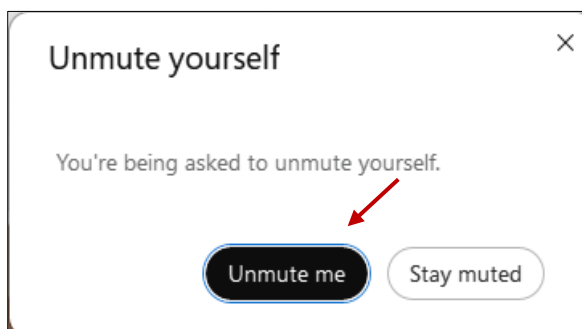
Press \*3 to raise or lower your hand.

## Unmuting

### Joined via Meeting Link

The moderator will call you by name and indicate a request has been sent to unmute your microphone. Upon hearing this prompt:

Click the Unmute me button on the pop-up box that appears.

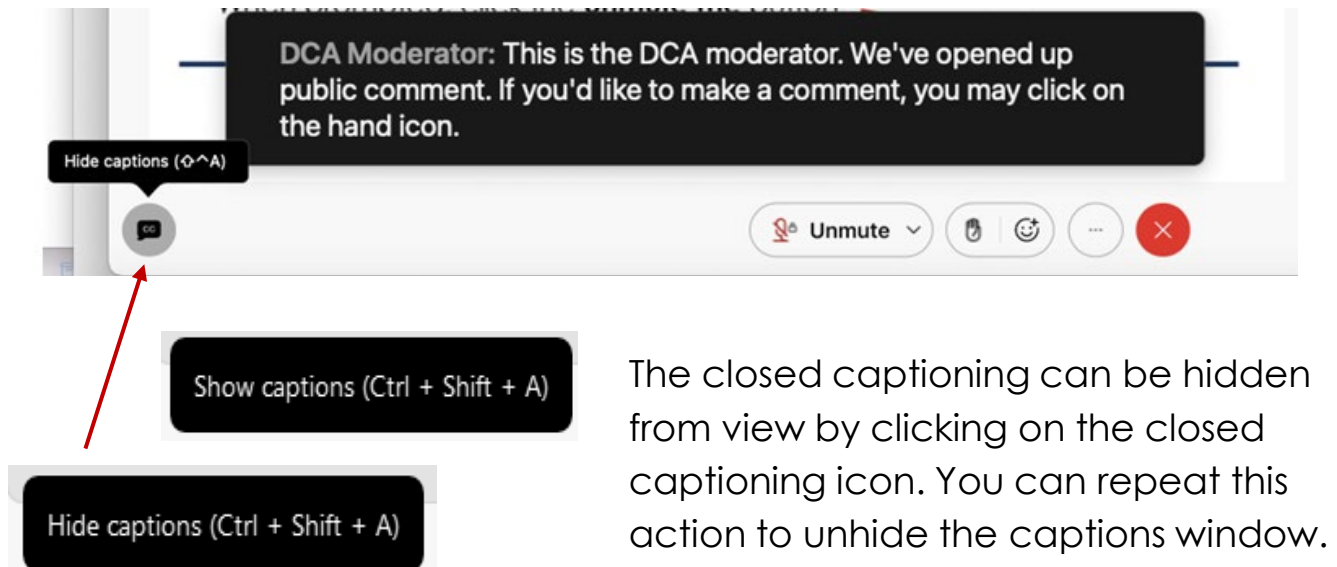


### Joined via Telephone (Call-in User/Audio Only)

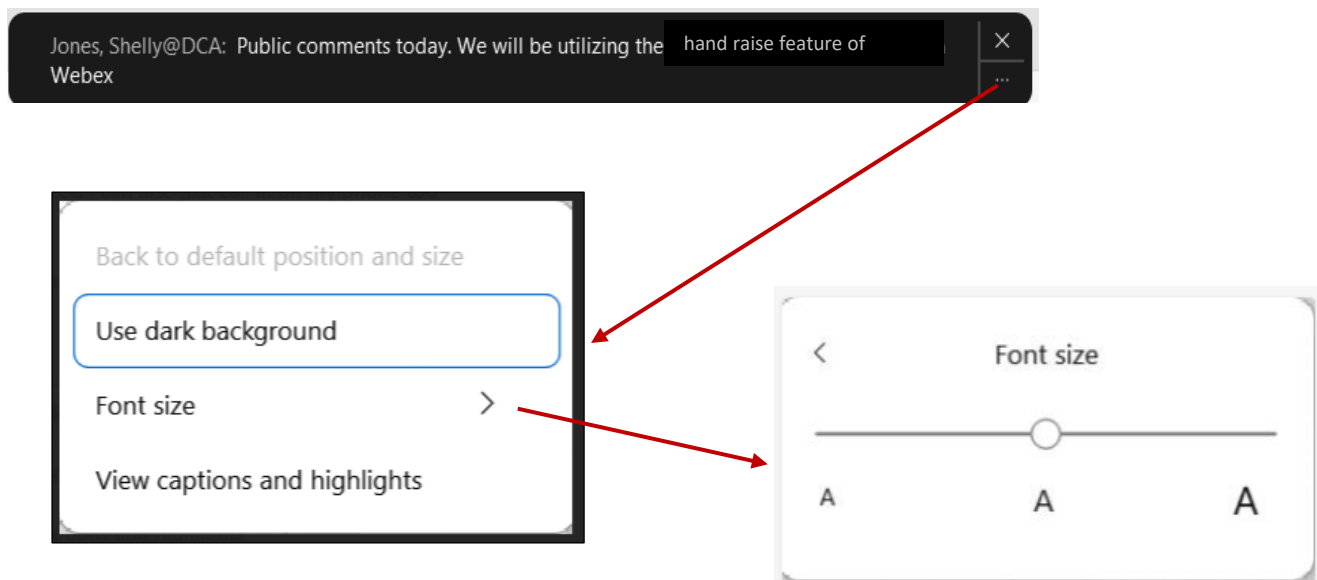


1. When you are asked to unmute yourself, press \*6.
2. When you are finished speaking, press \*6 to mute yourself again.

Webex provides real-time closed captioning displayed in a dialog box in your Webex window. The captioning box can be moved by clicking on the box and dragging it to another location on your screen.



You can view the closed captioning dialog box with a light or dark background or change the font size by clicking the 3 dots on the right side of the dialog box.



## **AGENDA ITEM A: CALL TO ORDER - ROLL CALL - ESTABLISHMENT OF A QUORUM**

Roll is called by the LATC Vice Chair or, in their absence, by an LATC member designated by the LATC Chair.

### **LATC Member Roster**

Pamela S. Brief, Chair

Patricia M. Trauth, Vice Chair

Susan M. Landry

Martin Armstrong

Jon S. Wreschinsky



## Department of Consumer Affairs

### Expenditure Projection Report

California Architects Board

Reporting Structure(s): 11110320 Landscape Architects Committee

Fiscal Month: 11

Fiscal Year: 2024 - 2025

Run Date: 06/17/2025

#### PERSONAL SERVICES

Fiscal Code	Line Item	PY Budget	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5100	PERMANENT POSITIONS	\$349,000	\$258,235	\$277,000	\$20,745	\$229,904	\$0	\$229,904	\$254,167	\$22,833
5100	TEMPORARY POSITIONS	\$6,000	\$0	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000
5105-5108	PER DIEM, OVERTIME, & LUMP SUM	\$3,000	\$900	\$3,000	\$0	\$0	\$0	\$0	\$900	\$2,100
5150	STAFF BENEFITS	\$229,000	\$182,949	\$177,000	\$11,598	\$132,919	\$0	\$132,919	\$146,946	\$30,054
	PERSONAL SERVICES	\$587,000	\$442,084	\$463,000	\$32,343	\$362,823	\$0	\$362,823	\$402,013	\$60,987

#### OPERATING EXPENSES & EQUIPMENT

Fiscal Code	Line Item	PY Budget	PY FM13	Budget	Current Month	YTD	Encumbrance	YTD + Encumbrance	Projections to Year End	Balance
5301	GENERAL EXPENSE	\$34,000	\$7,768	\$59,000	\$537	\$7,820	\$1,309	\$9,129	\$11,629	\$47,371
5302	PRINTING	\$16,000	\$8,732	\$3,000	\$0	-\$533	\$4,731	\$4,198	\$4,198	-\$1,198
5304	COMMUNICATIONS	\$5,000	\$1,204	\$3,000	\$23	\$340	\$0	\$340	\$1,380	\$1,620
5306	POSTAGE	\$12,000	\$217	\$2,000	\$799	\$979	\$0	\$979	\$979	\$1,021
5308	INSURANCE	\$0	\$10	\$0	\$0	\$0	\$0	\$0	\$10	-\$10
53202-204	IN STATE TRAVEL	\$14,000	\$9,407	\$9,000	\$0	\$4,149	\$0	\$4,149	\$8,000	\$1,000
53206-208	OUT OF STATE TRAVEL	\$0	\$153	\$0	\$0	\$1,099	\$0	\$1,099	\$4,024	-\$4,024
5322	TRAINING	\$3,000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$0
5324	FACILITIES	\$25,000	\$52,300	\$15,000	\$4,441	\$47,532	\$4,286	\$51,819	\$53,596	-\$38,596
53402-53403	C/P SERVICES (INTERNAL)	\$23,000	\$11,040	\$24,000	\$0	\$2,018	\$0	\$2,018	\$3,359	\$20,641
53404-53405	C/P SERVICES (EXTERNAL)	\$271,000	\$102,702	\$272,000	\$769	\$29,342	\$13,244	\$42,586	\$58,915	\$213,085
5342	DEPARTMENT PRORATA	\$266,000	\$225,976	\$240,000	\$0	\$207,500	\$0	\$207,500	\$240,000	\$0
5342	DEPARTMENTAL SERVICES	\$30,000	\$52,945	\$40,000	\$1	\$15,167	\$0	\$15,167	\$50,483	-\$10,483
5344	CONSOLIDATED DATA CENTERS	\$1,000	\$6,510	\$6,000	\$0	\$0	\$0	\$0	\$6,815	-\$815
5346	INFORMATION TECHNOLOGY	\$24,000	\$15,519	\$15,000	\$928	\$11,629	\$10,044	\$21,674	\$21,674	-\$6,674
5362-5368	EQUIPMENT	\$0	\$1,136	\$0	\$0	\$978	\$163	\$1,141	\$1,141	-\$1,141
54	SPECIAL ITEMS OF EXPENSE	\$0	\$290	\$0	\$0	\$203	\$0	\$203	\$350	-\$350
	OPERATING EXPENSES & EQUIPMENT	\$724,000	\$495,909	\$691,000	\$7,497	\$328,224	\$33,778	\$362,002	\$469,552	\$221,448

OVERALL TOTALS	\$1,311,000	\$937,992	\$1,154,000	\$39,839	\$691,047	\$33,778	\$724,825	\$871,565	\$282,435
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REIMBURSEMENTS	-\$1,000	\$0	-\$1,000					\$0	
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OVERALL NET TOTALS	\$1,310,000	\$937,992	\$1,153,000	\$39,839	\$691,047	\$33,778	\$724,825	\$871,565	\$281,435
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24.41%

Department of Consumer Affairs  
Revenue Projection Report

Reporting Structure(s): 11110320 Landscape Architects Committee  
Fiscal Month: 11  
Fiscal Year: 2024 - 2025  
Run Date: 06/17/2025

Revenue		Fiscal Code	Line Item	Budget	July	August	September	October	November	December	January	February	March	April	May	Year to Date	Projection To Year End
Delinquent Fees				\$10,000	\$800	\$1,200	\$800	\$1,000	\$1,200	\$800	\$1,400	\$1,000	\$1,200	\$1,400	\$1,400	\$12,200	\$13,200
Other Regulatory Fees				\$2,000	\$0	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$437	\$0	\$1,187	\$1,187
Other Regulatory License and Permits				\$174,000	\$15,500	\$8,550	\$15,200	\$17,350	\$10,150	\$9,750	\$14,800	\$13,650	\$13,800	\$11,250	\$12,750	\$142,750	\$156,700
Other Revenue				\$10,000	\$0	\$25	\$0	\$10,947	\$67	\$0	\$11,324	\$25	\$0	\$12,008	\$450	\$34,846	\$39,783
Renewal Fees				\$1,281,000	\$129,600	\$129,900	\$160,700	\$91,900	\$87,450	\$87,500	\$114,000	\$94,500	\$109,066	\$85,384	\$44,700	\$1,134,700	\$1,200,200
Revenue				\$1,477,000	\$145,900	\$140,425	\$176,700	\$121,197	\$98,867	\$98,050	\$141,524	\$109,175	\$124,066	\$110,479	\$59,300	\$1,325,683	\$1,411,070

**0757 - Landscape Architects Technical Committee Fund**  
**Analysis of Fund Condition**  
(Dollars in Thousands)  
2025-26 Revised Governor's Budget With FM 11 Projections

Prepared 6.17.2025

	Actuals 2023-24	CY 2024-25	BY 2025-26	BY +1 2026-27	BY +2 2027-28
<b>BEGINNING BALANCE</b>					
Prior Year Adjustment	\$ 653	\$ 654	\$ 1,122	\$ 1,276	\$ 1,519
Adjusted Beginning Balance	\$ -5	\$ -	\$ -	\$ -	\$ -
	\$ 648	\$ 654	\$ 1,122	\$ 1,276	\$ 1,519
<b>REVENUES, TRANSFERS AND OTHER ADJUSTMENTS</b>					
Revenues					
4121200 - Delinquent fees	\$ 12	\$ 13	\$ 12	\$ 10	\$ 12
4127400 - Renewal fees	\$ 865	\$ 1,200	\$ 1,160	\$ 1,281	\$ 1,160
4129200 - Other regulatory fees	\$ 5	\$ 1	\$ 2	\$ 2	\$ 2
4129400 - Other regulatory licenses and permits	\$ 128	\$ 157	\$ 179	\$ 174	\$ 179
4163000 - Income from surplus money investments	\$ 31	\$ 39	\$ 42	\$ 22	\$ 24
4171400 - Escheat of unclaimed checks and warrants	\$ 1	\$ 1	\$ -	\$ -	\$ -
Totals, Revenues	\$ 1,042	\$ 1,411	\$ 1,395	\$ 1,489	\$ 1,377
<b>TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS</b>	\$ 1,042	\$ 1,411	\$ 1,395	\$ 1,489	\$ 1,377
<b>TOTAL RESOURCES</b>	\$ 1,690	\$ 2,065	\$ 2,517	\$ 2,765	\$ 2,896
Expenditures:					
1111 Department of Consumer Affairs (State Operations)	\$ 938	\$ 872	\$ 1,146	\$ 1,181	\$ 1,216
9892 Supplemental Pension Payments (State Operations)	\$ 15	\$ 6	\$ 6	\$ -	\$ -
9900 Statewide General Administrative Expenditures (Pro Rata) (State Operations)	\$ 83	\$ 65	\$ 89	\$ 65	\$ 65
<b>TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS</b>	\$ 1,036	\$ 943	\$ 1,241	\$ 1,246	\$ 1,281
<b>FUND BALANCE</b>					
Reserve for economic uncertainties	\$ 654	\$ 1,122	\$ 1,276	\$ 1,519	\$ 1,615
Months in Reserve	8.3	10.8	12.3	14.2	15.1

**NOTES:**

1. Assumes workload and revenue projections are realized in BY+1 and ongoing.
2. Expenditure growth projected at 3% beginning BY.



## **AGENDA ITEM F: REVIEW AND POSSIBLE ACTION ON MAY 16, 2025, LATC MEETING MINUTES**

### **Summary**

The Committee is asked to review and take possible action on the minutes of the May 16, 2025, LATC meeting.

### **Action Requested**

Approval of the May 16, 2025, LATC Meeting Minutes

### **Attachment**

May 16, 2025, LATC Meeting Minutes (Draft)



## MEETING MINUTES DRAFT

### CALIFORNIA ARCHITECTS BOARD

#### The Landscape Architects Technical Committee Meeting

Department of Consumer Affairs

HQ 2 Hearing Room (Room #186)

1747 North Market Blvd.

Sacramento, CA 95834

May 16, 2025

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

##### Members Present

Pamela S. Brief, Chair

Patricia M. Trauth, Vice Chair

Martin "Marty" Armstrong

Susan M. Landry

Jon Wreschinsky

##### Staff Present

Laura Zuniga, Executive Officer

Jesse Laxton, Assistant Executive Officer

Kim McDaniel, Program Manager

Gloria Padilla-Todd, Enforcement Analyst

Heather Davis, Special Projects Analyst

Bethany Butori, Public Information Technician

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

Luke Fitzgerald, Budget Analyst

Suzanne Balkis, Budget Manager

Helen Geoffroy, Legal Affairs Attorney III

Bryce Penney, Television Specialist, Office of Public Affairs

Ann Fisher, Administrative Analyst, SOLID

##### Guests Present

Stephanie Landregan (University of California, Los Angeles)

Diane Mihara

Ron Jones

G.V. Ayers, Gentle Rivers Consulting LLC

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

LATC Chair Pamela Brief called the meeting to order at 10:01 a.m. and Vice Chair Patricia Trauth called roll. Four members of LATC were present, thus a quorum was established.

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

Ms. Brief explained the meeting was held via Webex pursuant to Government Code section 11123.5, and that LATC members should keep their camera on during the meeting. She 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**

Chair Brief invited members of the public to address LATC. The Committee may not discuss or act on any item raised during this public comment section, except to decide whether to refer the item to the Committee's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

**PUBLIC COMMENT:** There were no comments from the public.

### **D. Update from the Department of Consumer Affairs (DCA), Board and Bureau Relations, DCA, Leslie Barmby, Associate Government Program Analyst**

Leslie Barmby, of DCA Board and Bureau Relations, reported on Governor Newsom's 2025-2026 State Budget proposal to split the agency into two: the California Housing and Homelessness Agency and the Business Consumer Services Agency, which would include DCA. The reorganization plan was submitted to the Little Hoover Commission on April 4, 2025, starting a 90-day review, with public hearings held on April 23-24. DCA leadership testified in support of the Governor's reorganization plan. The Little Hoover Commission is preparing a report with recommendations. If not rejected by the Legislature within 60 days, the plan takes effect and the new Business and Consumer Services Agency will launch in July 2025, becoming fully operative by July 1, 2026.

More details are available on the Business Consumer Services Housing Agency website.

Governor Newsom issued an executive order on March 3, 2025, requiring state employees to increase in-office work from 2 to 4 days per week starting July 1, 2025.

CalHR provided implementation guidance on March 13, and DCA has been holding bi-weekly meetings with Board and Bureau leadership to support the transition.

Levi Hull began his role as DCA's Compliance and Equity Officer. In this position, he leads department-wide quality improvement initiatives to ensure regulatory compliance. Board members are reminded to complete Board Member Orientation Training within one year of their appointment or re-appointment. The training will be offered virtually on June 18, 2025, and October 22, 2025, with registration available through the Learning Management System.

In recognition of Public Service Recognition Week in the first week of May, Leslie Barmby expressed appreciation for the Board, the Executive Officer, and Board staff for their hard work and dedication to advancing the mission of consumer protection.

Leslie Barmby responded to questions from the Committee. Committee Member Jon Wreschinsky inquired whether the DCA reorganization would have any fiscal impacts on the Boards and Bureaus, Ms. Barmby stated she would follow up with management and provide an update to the Committee. Chair Brief inquired about potential fiscal impacts related to the need for increased office space in response to the executive order requiring four days a week in-office attendance. Laura Zuniga responded that both LATC and the Board currently have sufficient space to accommodate this requirement.

**PUBLIC COMMENT:** There were no comments from the public.

#### **E. Budget Update from DCA Budget Office, Luke Fitzgerald, Budget Analyst**

Budget Analyst Luke Fitzgerald reviewed LATC's Expenditure Projection Report, Fund Analysis of Fund Condition, and Revenue Projection Report documents included in the meeting packet. Mr. Fitzgerald reported that the Committee's 2023/2024 base budget, including May Revise adjustments, was \$1,153,000, with projected expenditures totaling \$266,000. For 2024/2025, Mr. Fitzgerald reported projected revenues are \$1,455,000, expenditures are projected at \$958,000, and the projected ending reserve is approximately \$1,150,000 (10.2 months). The Budget Office will continue to monitor the Committee's revenue and expenditures and report back to the Committee with expenditure projections as fiscal months are closed in the current year.

**PUBLIC COMMENT:** There were no comments from the public



**F. Office of Professional Examination Services (OPES) California  
Supplemental Exam (CSE) Presentation, Brian Knox, Research Data  
Analyst II, and Karen Okicich, Research Data**

Karen Okicich and Brian Knox presented from OPES. The presentation provided an overview of OPES's role in supporting licensure programs through examination validation and development, with a focus on compliance with legal requirements, professional guidelines, and technical standards as mandated by Business and Professional Code §139. Ms. Okicich and Mr. Knox emphasized the importance of using occupational analyses and examination validation studies to ensure licensure exams assess entry-level competence and support public protection.

Ms. Okicich and Mr. Knox reviewed key policies guiding their work, including DCA Policy OPES-22-01 on licensure examination validation, DCA Policy OPES 20-01 on participation in exam development workshops, and DCA DPM OPES 22-01 on examination security. The critical role of Subject Matter Experts (SMEs) in all phases of exam development, was highlighted.

The review of national examinations was also discussed, noting that these exams must meet psychometric and legal standards, include California practitioner input, and be reviewed for California-specific content. Psychometric evaluations include reviewing development procedures, setting passing scores, assessing candidate data, and ensuring the reliability and security of scoring processes.

Ms. Okicich and Mr. Knox opened for questions, and discussions occurred. Chair Brief asked how regulatory changes affecting exam content are addressed between scheduled review periods. Ms. Okicich explained that such changes must be brought to the committee's attention. If the change is critical, OPES works with the committee to gather necessary information and will make every effort to incorporate the change into the exam as soon as possible. When asked if it is the committee's responsibility to inform OPES of regulatory updates, Ms. Okicich confirmed that it is.

Mr. Wreschinsky inquired about the process for setting passing scores. Ms. Okicich stated that OPES uses a criterion-referenced standard, typically the modified Angoff method for licensure exams. He also asked whether OPES tracks fail rates for repeat exam takers. Ms. Okicich responded that while such analyses can be conducted, this information is not tracked by school attended and is generally maintained by the boards. OPES focuses on exam item performance and maintaining assessments of entry-level competency, rather than industry or educational variables.

Ms. Trauth requested more information on OPES's review of the national exam and the selection of Subject Matter Experts (SMEs). Ms. Okicich explained that OPES conducts a psychometric review and evaluates all components of the national exam development process in coordination with the Committee. Mr. Knox added that SMEs are selected by LATC staff in collaboration with OPES. When asked whether other states follow the same national exam review process, Ms. Okicich noted that not all

states are mandated to do so like California, and she could not speak for others. Chair Brief also asked about the possibility of offering a practice exam to support candidates who experience test anxiety. Ms. Okicich shared that OPES is currently exploring this option and is working to include sample questions in the candidate manual. She noted, however, that practice exams are typically not provided at the state level.

**PUBLIC COMMENT:** There were no comments from the public.

## **G. Review and Possible Action on January 31, 2025, LATC Meeting Minutes**

**Patricia M. Trauth moved to approve the January 31, 2025; Meeting Minutes as presented.**

**Susan Landry seconded the motion.**

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

**PUBLIC COMMENT:** There were no comments from the public.

## **H. Legislation Update**

**H.1 (AB 667):** Ms. Zuniga provided an overview of AB 667, which would allow applicants who cannot read, write, or speak English to use an interpreter, at no cost, for both written and oral portions of state- administered exams. Chair Brief and Ms. Trauth inquired whether LATC would be responsible for covering the cost; Ms. Zuniga stated that it is currently unclear as the bill has not yet been approved. Mr. Wreschinsky asked whether safeguards would be in place for interpreters and about disability accommodations. Ms. Zuniga confirmed that candidates can submit requests for disability accommodations.

**H.2 (AB 742):** Ms. Zuniga reported that AB 742 would require DCA boards to prioritize licensure applicants who are descendants of slaves. Helen Geoffroy noted concerns from DCA regarding potential litigation and constitutional issues.

**H.3(SB 470):** Ms. Zuniga shared that SB 470 would continue changes to the Bagley-Keene Open Meeting Act. In response to Mr. Wreschinsky's question about whether a committee member would need to be physically present, Ms. Zuniga stated that LATC would provide a public meeting location at either the DCA headquarters or the LATC meeting room.

**H.4(SB 641)** Ms. Zuniga reported that SB 641 would authorize DCA and the Department of Real Estate to grant waivers and exemptions during emergencies, such as waiving licensing fees during a state of emergency. The bill is intended to provide regulatory flexibility and support for licensees impacted by unforeseen crises. Ms. Zuniga noted that the implementation details would be determined based on the specific nature and scope of the emergency.

**PUBLIC COMMENT:** There were no comments from the public.

### **I. Program Manager Report**

Ms. Zuniga presented highlights from the Program Manager Report, noting that the LATC Strategic Plan was approved earlier in the year. She shared program updates that included AI- focused research, a completed outreach presentation for UC Berkeley, and welcomed Bethany Butori as the new Licensing and Examination Coordinator. Social media activity was highlighted, with a reminder for members to follow the LATC online. Ms. Zuniga reported that the LATC newsletter is in progress and expected by mid-June, with a re- vote on the newsletter name planned due to low participation in the initial round. Chair Brief inquired about cases pending the Attorney General. Ms. Zuniga clarified that only serious cases are referred for formal disciplinary action.

**PUBLIC COMMENT:** There were no comments from the public.

### **J. Discuss Upcoming University of California, Los Angeles (UCLA) Extension**

Chair Brief recused herself due to her roles at UCLA Extension and on the UCLA Guidance Committee. Committee member Trauth assumed the Chair position temporarily. Ms. Zuniga provided an update on the UCLA Extension Certification Review, noting that the review is part of LATC's oversight duties. She reported that the visiting team has been selected, UCLA Extension has submitted the Site Evaluation Report (SER), and the site visit is scheduled. The review results will be evaluated in late summer, with a final recommendation to be presented at the October LATC meeting. Mr. Wreschinsky expressed full support for the effort and shared an update from the recent ASLA trustee meeting. Mr. Wreschinsky shared he introduced a request for ASLA and the Landscape Architectural Accreditation Board (LAAB) to consider accrediting certificate and associate degree programs. He reported that LAAB plans to begin discussions on this topic, with the goal of potentially certifying extension certificate programs in the future.

**PUBLIC COMMENT:** Stephanie Landregan, Director of the Landscape Architecture Program at UCLA Extension, shared that she prepared the Site Evaluation Report (SER) for LATC’s review. She expressed enthusiasm about the upcoming review, noting that the program is small but strong and academically sound. Ms. Landry thanked Stephanie Landregan and inquired about student enrollment. Ms. Landregan responded that the program has approximately 100 students across the three years, with a flexible structure and students from various parts of the U.S. When asked about licensure outcomes, Ms. Landregan noted that while it is difficult to track annually due to the required two years of experience post-exams, most graduates from the past three years have become licensed. She added that recent graduates are not yet eligible and mentioned that the program offers discounted LARE prep courses to support students in pursuing licensure.

#### **K. Discuss and Take Action on the Possibility of Establishing a “Retired License” Option for Landscape Architects**

Ms. Zuniga opened a discussion on the potential for LATC to establish a “Retired License” option for landscape architects. She shared that CAB previously went through a similar process, conducting studies to determine the appropriate fee levels. Ms. Landry inquired whether a retired landscape architect could still perform any work or use the title. Ms. Zuniga clarified that retired individuals would not be permitted to perform any work requiring a license or advertise as a landscape architect. Ms. Landry expressed concern about potential financial losses to LATC and stated her opposition due to budget implications. Ms. Trauth also formally stated her opposition.

**PUBLIC COMMENT:** G.V. Ayers of Gentle Rivers Consulting LLC stated that, while he has not discussed the matter with CCASLA members, he personally agrees with the committee’s consensus. He expressed uncertainty about the value of the retired license option and suggested it requires further consideration.

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

Mr. Wreschinsky provided an update on the CLARB Experience Committee. He reported that a new document approved by the CLARB board this spring has been incorporated into exam qualification requirements. CLARB has also expanded its acceptance of international qualification requirements. Additionally, CLARB is considering bylaw amendments that would eliminate the regional structure, including regional elections and mandatory meetings, though regional activities may still be included in other scheduled events. Mr. Wreschinsky shares changes are also anticipated in finance roles and the Finance Committee to enhance functionality. CLARB proposes ending contested officer elections by allowing the nominating committee to present a single candidate per position. Mr. Wreschinsky informed CLARB is increasing outreach efforts to K-12 students.

Ms. Trauth thanked Mr. Wreschinsky for the update and expressed support for the inclusion of international candidates. She inquired about the nature of the election process if only one candidate is presented per position. Mr. Wreschinsky clarified that elections would still take place, but only one nominee would be put forward for each role and that each nominee is selected from a list of candidates that the committee puts forward that would vet and decide.

**PUBLIC COMMENT:** There were no comments from the public.

#### **N. Review of Future Committee Meeting Dates**

Board meetings have been scheduled for June 5, 2025, in Sacramento, with a Webex option available; Chair Brief plans to attend. The next meeting will be held on August 21, 2025, in Berkeley, with Ms. Landry planning to attend. The final Board meeting of the year is set for November 6, 2025, in Sacramento, also with a Webex option, Mr. Wreschinsky plans to attend.

LATC meetings are scheduled for July 24, 2025, and October 17, 2025. The July 24, 2025, meeting will be held via Webex due to the university summer break. LATC is still working toward holding a future meeting at a university, with the location yet to be determined.

**PUBLIC COMMENT:** There were no comments from the public.

#### **O. Adjournment**

Meeting adjourned at 12:24 p.m.



## **AGENDA ITEM G: PROGRAM MANAGER'S REPORT – UPDATE ON COMMITTEE'S ADMINISTRATIVE/MANAGEMENT, EXAMINATION, LICENSING, AND ENFORCEMENT PROGRAMS**

### **Summary**

Program Manager will provide an update on the Committee's Administrative/Management, Examination, Licensing, and Enforcement Programs. Updates on the Strategic Plan and social media efforts will be included.



## MEMORANDUM

<b>DATE</b>	July 24, 2025
<b>TO</b>	Landscape Architects Technical Committee (LATC) Members
<b>FROM</b>	Kim McDaniel, Program Manager
<b>SUBJECT</b>	<b>Program Manager Report</b>

The following information is provided as an overview of Committee activities and projects as of June 30, 2025. The Committee met in person in Sacramento on May 16, 2025.

### Administrative/Management

**California Architects Board** The Board held a meeting on June 5, 2025 in Sacramento. The next Board meeting is scheduled for August 21, 2025, in Oakland at Laney College.

**Strategic Plan** The Strategic Plan for 2025-2028 was approved by the Board at its meeting on February 20, 2025, following review and discussion by the LATC on January 31, 2025. The LATC continues to work diligently to implement the plan and is on track for meeting first quarter goals. Updates on various aspects of the Strategic Plan follow:

**Enforcement** As part of Strategic Objective 2.1 to increase awareness of licensing enforcement, LATC is actively working to enhance its website and communication platforms to improve accessibility and transparency. The Enforcement Analyst conducted a review of the American Society of Landscape Architects compilation of licensing board websites across all 50 states and the District of Columbia to identify best practices. Nevada, Oregon, and Nebraska were selected as exemplary models for their clear, user-friendly website design. Most other state websites were found to be overly complex or had broken links. This review task was completed in June 2025.

Efforts to improve the LATC website are ongoing. In April 2025, an Office of Information Services (OIS) ticket was opened and completed to relocate the Practice Act link from the top navigation ribbon to the more prominent “Quick Hits” section, making it easier for users to locate essential regulatory information.

**Outreach** As part of its ongoing efforts under the 2025–2028 Strategic Plan, LATC is working to increase outreach to universities across the state. In alignment with the Plan’s objective to expand engagement at various educational levels, LATC has prioritized strategies to grow its student following and



engagement on social media platforms. This targeted outreach is intended to raise awareness of the licensure process, available resources, and professional pathways among landscape architecture students. These efforts reflect LATC's commitment to fostering early connections with future professionals and increasing access to information that supports their career development.

**Personnel** As part of Strategic Plan Goal #4, which emphasizes customer service and administration, the LATC team has continued to make steady progress in both acclimating to their roles and advancing delegated strategic plan tasks. With most team members being new, there has been a strong focus on internal onboarding, knowledge transfer, and role-specific training to ensure operational readiness and cohesion.

Team members have actively engaged in learning processes while simultaneously contributing to the implementation of assigned strategic initiatives. This dual focus reflects LATC's commitment to building internal capacity, promoting organizational stability, and maintaining consistent momentum toward its long-term objectives.

**Social Media** From April through June 2025, LATC maintained a presence across multiple social media platforms, with continued growth in audience reach. Instagram remained the most active platform with 8 posts and gained 13 new followers, increasing the total to 245. LinkedIn showed the most significant growth in followers, increasing from 36 to 170. BlueSky and X had no posts during this period; however, BlueSky gained 1 new follower while X's follower count remained steady at 291.

To increase engagement on social media, LATC is considering several strategies aligned with the mission and Strategic Plan. These include sharing educational content on the role and importance of licensure, providing reminders about key licensing and regulatory updates, sharing information on the LARE and CSE, and providing updates from CLARB.

Platform	Posts April 1- June 30, 2025	Followers as of April 1, 2025	Followers as of June 30, 2025
BlueSky	0	13	14
Instagram	8	232	245
LinkedIn	3	36	170
X	0	291	291

**Newsletter** Content for the upcoming LATC newsletter is currently in the editing phase and will be sent to the Office of Publications, Design, and Editing for final layout and production once it receives approval from the Executive Team and Legal Office. The re-vote for the newsletter name has been completed, and the selected title is *The Green Scene*. The name reflects LATC's commitment to sustainability and the landscape architecture profession. LATC looks forward to sharing this refreshed publication with its stakeholders soon.

**Business Modernization** The Board and LATC are in the process of transitioning to a new licensing and enforcement platform. Working under the guidance of the Department of Consumer Affairs (DCA), the first phase of the new system came online in May 2023. The second phase of business modernization and implementation of the Connect system was completed in November 2024. The project has entered Maintenance and Operations, and LATC will continue to work with DCA staff on further functionality. LATC staff are continuing to address and resolve system issues as they arise.

**Regulation Proposals** Currently there are no regulatory proposals planned for calendar year 2025.

## **LATC EXAMINATION PROGRAM**

**California Supplemental Examination (CSE)** Performance data for the CSE during the current quarter (Table A) and calendar year (Table B) are displayed in the following tables.

**Table A. Current Quarter - CSE Performance by Candidate Type (April 1- June 30, 2025)**

<b>Candidate Type</b>	<b>Passed</b>	<b>Rate</b>	<b>Failed</b>	<b>Rate</b>	<b>Total</b>
First-time	12	57%	9	43%	21
Repeat	6	75%	2	25%	8
Total	18	62%	11	38%	29

**Table B. Previous Calendar Year - CSE Performance by Candidate Type (January 1- December 31, 2024)**

<b>Candidate Type</b>	<b>Passed</b>	<b>Rate</b>	<b>Failed</b>	<b>Rate</b>	<b>Total</b>
First-time	81	70%	34	30%	115
Repeat	21	55%	17	45%	38
Total	102	67%	51	33%	153

**CSE Highlights** Of the total of 29 candidates who took the CSE between April 1 through June 30, 2025, the pass rate for “repeat” test-takers was higher (75%) than for the entire population (62%). This trend is an improvement from 2024 when the rates were 55% and 67%, respectively (Table B).

**Landscape Architect Registration Examination (LARE)** A LARE administration was held March 31 through April 16, 2025. Examination results for all LARE administrations are released by CLARB within six weeks of the last day of administration.

The pass rates for LARE sections taken by California candidates during March 31 through April 16, 2025, administration is depicted in the following Table C:

**Table C. California LARE Pass Rates (March 31 – April 16, 2025)**

<b>Section</b>	<b>CA Applicants</b>	<b>Passed</b>	<b>Rate</b>	<b>Failed</b>	<b>Rate</b>
Inventory, Analysis, & Project Management	78	45	58%	33	42%
Planning & Design	94	54	57%	40	43%
Construction Documentation & Administration	50	37	74%	13	26%
Grading, Drainage, & Stormwater Management	54	22	41%	32	59%

## LATC ENFORCEMENT PROGRAM

### Enforcement Actions

**Table E. Landscape Architects Complaints and Enforcement Actions**

<b>Category</b>	<b>Current Quarter April-June 2025</b>	<b>Prior Quarter Jan.-March 2025</b>	<b>FY 24–25</b>
<b>Complaints</b>			
Received*	7	4	26
Opened (Reopened)	7	4	20
Closed	6	5	14
Average Days to Close	48	113	76
Pending	4	4	4
<b>Citations</b>			
Issued	0	2	5
Final	0	2	4
<b>Discipline</b>			
Pending Attorney General	0	1	1
Final	0	0	0



## **AGENDA ITEM H: UPDATE AND DISUCSS COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS (CLARB)**

### **Summary**

Update and Discussion of National Council of Landscape Architectural Registration Boards (CLARB):

1. CLARB Presentation
2. Discuss and take action on candidates for 2025 CLARB Board of Directors and Leadership Advisory Council
3. Update and discuss Committee Meetings
4. Review and discuss the 2025 CLARB Annual Meeting Agenda

### **Attachments**

1. CLARB Presentation
2. CLARB 2025 Board of Directors and Leadership Advisory Council Candidate Biographies
3. CLARB 2025 Elections Ballot and Template Letter of Delegate Credentials
4. CLARB Annual Meeting Agenda



## **AGENDA ITEM H.1: CLARB PRESENTATION**

### **Summary**

The Landscape Architects Technical Committee (LATC) will receive a presentation from the Council of Landscape Architectural Registration Boards (CLARB). The presentation will provide an overview of CLARB's efforts to support regulatory boards, including enhancements to the Council Record system, exam development and administration (LARE), professional mobility initiatives, and ongoing research in licensure trends and public protection. This item is informational.

### **Action Requested**

No action is requested.

### **Attachments**

1. CLARB Presentation

The background of the entire slide is a photograph of several people standing in a garden filled with colorful flowers. The image is slightly blurred, creating a soft, bokeh effect. A semi-transparent teal banner is positioned at the top, and a similar one is at the bottom.

# LATC Presentation

# CLARB

ADVANCING PROFESSIONAL STANDARDS  
IN LANDSCAPE ARCHITECTURE

July 24, 2025

Virtual



# Agenda

About CLARB

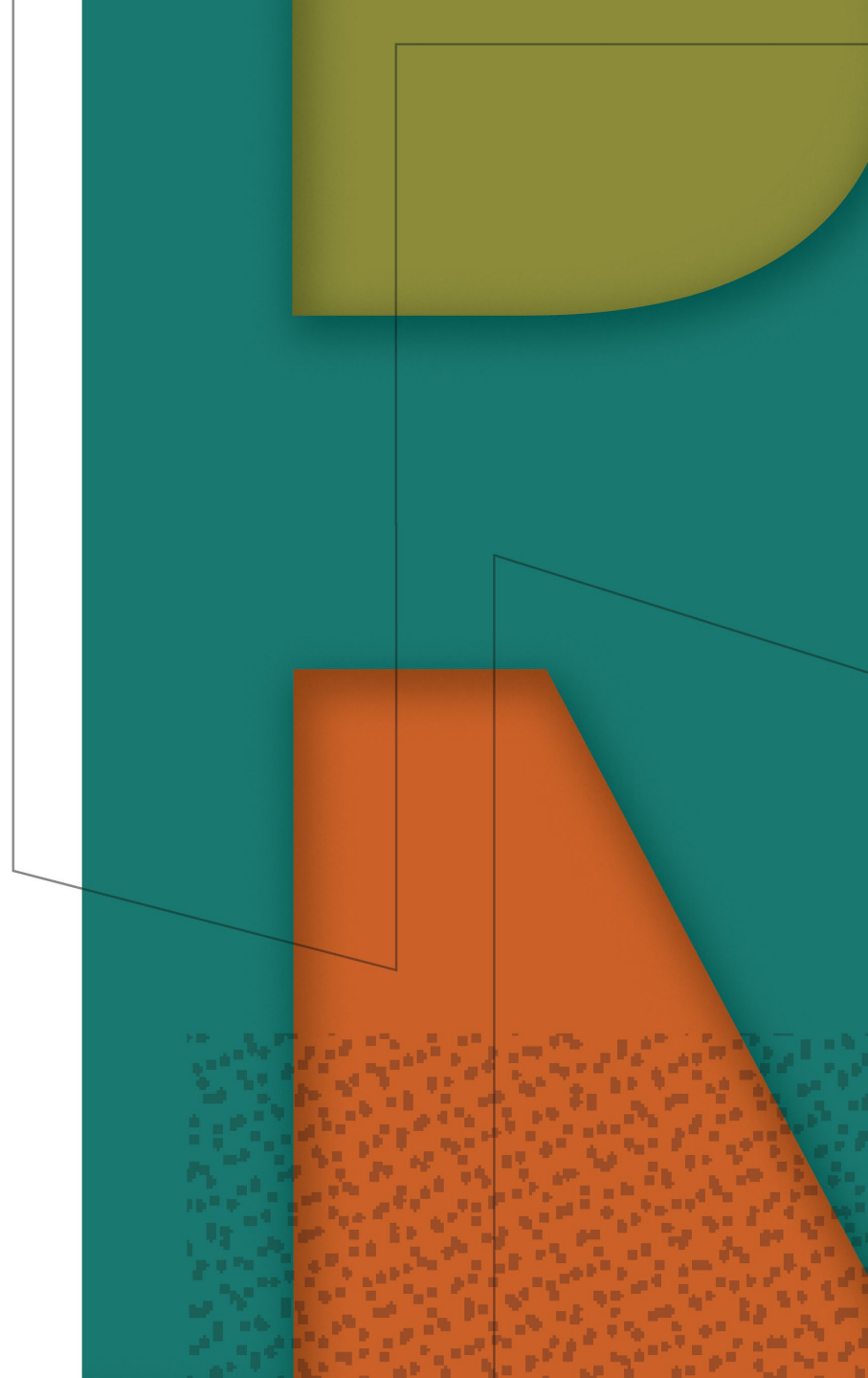
Programs and Services

Key Initiatives

Member Events and Engagement

Bylaws Update

# About CLARB





## Our mission

To design and promote landscape architectural standards.

## Our vision

The world's people, places and environment are protected by landscape architecture.

## Our preferred future

Agile standards with flexible education, experience and examination that enables borderless and diverse landscape architecture practice and is focused on the protection of health, safety and well-being (HSW), and considers emerging design, technical and societal trends.

## Our values

### LEAD WITH VISION

Planning for the future with creativity, wisdom and foresight.

### ACT WITH INTEGRITY

Operating with transparency and in alignment with our values and principles.

### DEMONSTRATE THOUGHT LEADERSHIP

Building trust and influence within our community.

### ASPIRE TO EXCELLENCE

Striving for continuous improvement through learning, growth and development.

### FOSTER INCLUSIVE COMMUNITY

Cultivating meaningful connections among our stakeholders.

### ENGAGE AS STEWARDS

Managing the organization's resources and mission with care and respect.

### DESIGN COLLABORATIVELY

Engaging stakeholders and partners to develop and achieve mutually beneficial outcomes.

# CLARB by the Numbers

Established in 1970

501(c)(6) Trade  
Association

Headquartered  
in Reston, VA, US

Members = 56  
Licensing Boards

Customers =  
Exam Candidates and  
Licensees

Customer + Members  
Span  
20 Countries

Core Services: Exams,  
Records,  
Certification,  
Member Support

14 member staff-  
team

12 Volunteer Board  
Members Elected by  
Members

\$4.35 Million  
Annual Budget

3,873 Exams  
Administered

8129 Active Council  
Records



# Board of Directors



**Joel Kurokawa**  
President



**Brian Verardo**  
President-Elect



**Lea Ann Macknally**  
Past President



**Craig Coronato**  
Treasurer



**Allison Fleury**  
Director



**Adriana Hernandez**  
Director



**Edward Kinney**  
Director



**Lee Hu Loon**  
Director



**Ramon Murray**  
Director

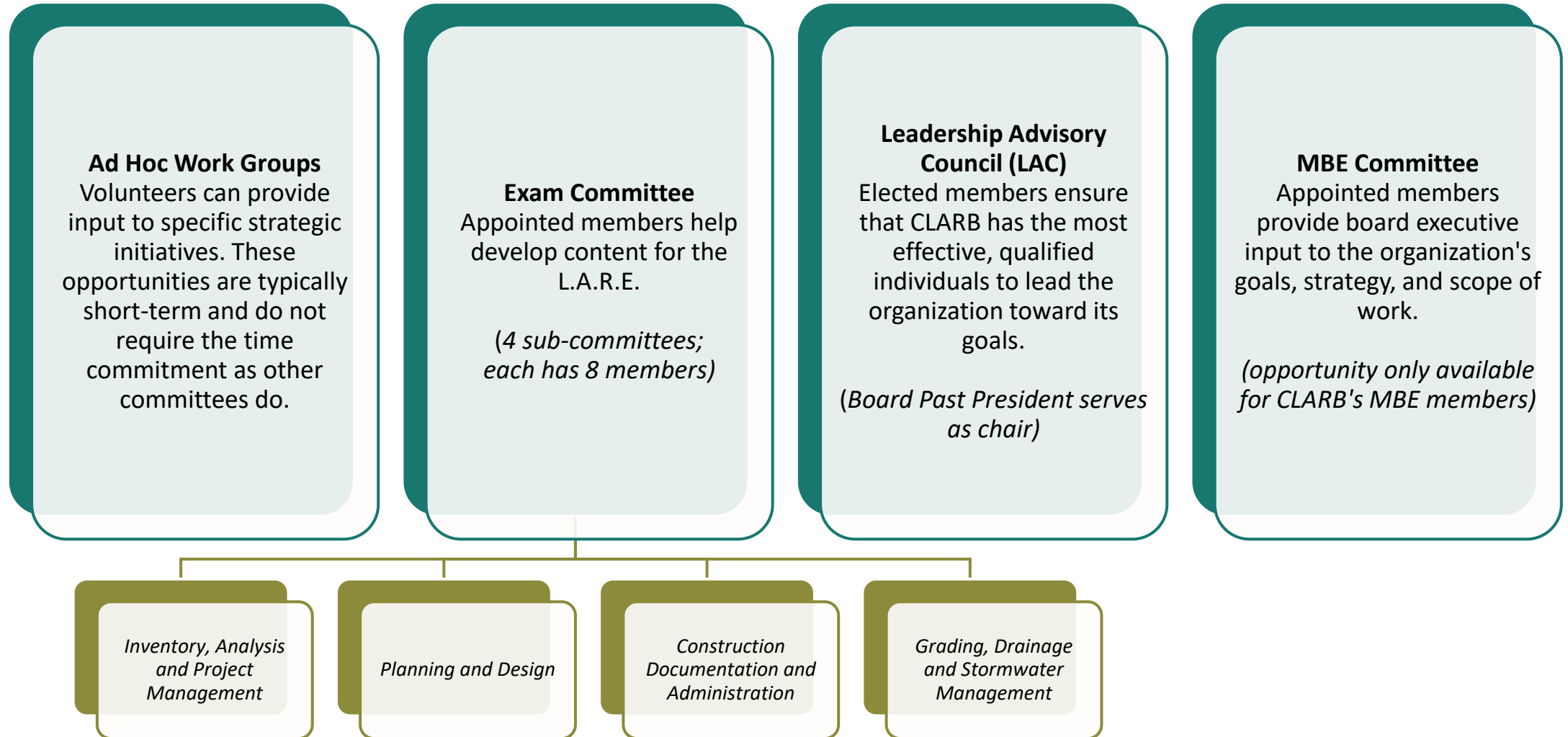


**Monica Pallares**  
Director



**Amy Stewart**  
Director

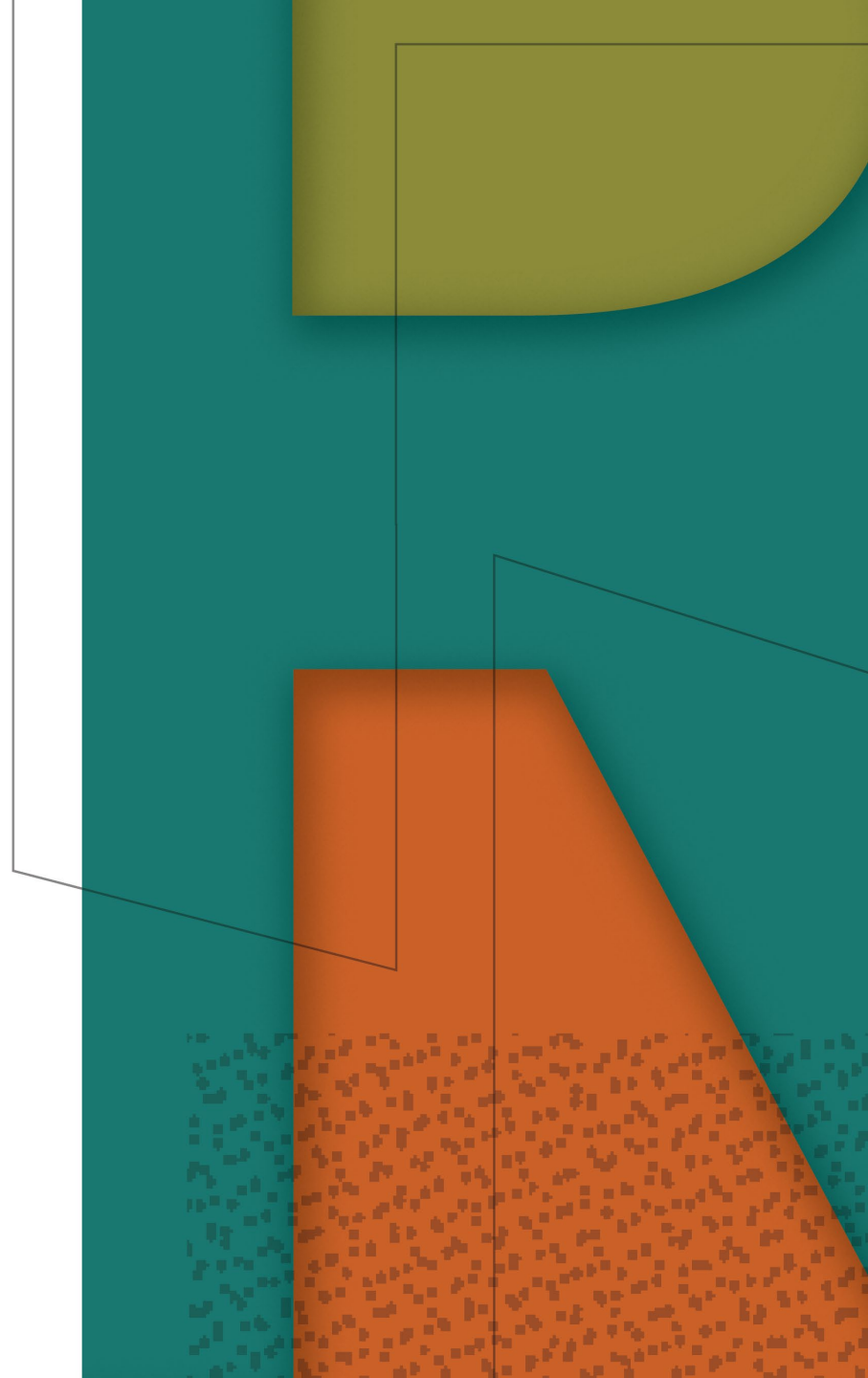
# Report to the CLARB Board of Directors



# CLARB Staff



# Programs and Services





- 
- The Landscape Architect Registration Examination
  - The Council Record
  - CLARB Certification
  - Model Licensure Policies/Standards
  - Licensure Defense and Advocacy





## Landscape Architect Registration Examination

CLARB prepares, administers and scores the L.A.R.E., which assesses the ability of prospective licensees to protect the public's health, safety and welfare. This four-part fully computerized examination is designed to determine whether applicants for landscape architectural licensure possess sufficient knowledge, skills and abilities to provide services without endangering the public.

# Examination Details

- Administered 3 times per year (April, August, December)
- Candidates can test in a testing center or via remote proctoring
- Preliminary scores are currently available for:
  - Inventory, Analysis & Project Management
  - Planning & Design
  - Construction, documentation, and administration



**Inventory,  
Analysis & Project  
Management**

**Construction  
Documentation  
& Administration**

**Planning  
and Design**

**Grading, Drainage  
& Stormwater  
Management**



## CLARB Council Record

Landscape architects document and verify their education, experience, examination and licensure history through our professional information system known as the CLARB Council Record.

### Benefits

- Valuable tool used throughout a landscape architect's career – from exam candidate to established professional – to streamline the licensure process.
- Includes access to CLARB webinars, professional development, research and advocacy efforts.
- Faster and more efficient overall for Record Holders and CLARB Member jurisdictions.
- Provides convenient, secure access to detailed records and lightens the administrative load.
- Helps reduce barriers to mobility by streamlining the initial and reciprocal licensure processes.
- Empowers candidates to be evaluated for CLARB Certification.





## CLARB Certification

CLARB Certification is a formal recognition that an individual's education, experience and examination meet or exceed the high standards approved by CLARB's Board of Directors. These standards are aligned with the CLARB Uniform Licensure Standard and are recommended internationally as the standard for licensure.

# CLARB Certification

## Benefits

- Serves as the profession's stamp of approval that a candidate meets the high standards set by CLARB.
- Unlocks the fast track by demonstrating adherence to recognized professional standards and accelerating the reciprocal licensure process.
- Gives a competitive edge to practitioners who use the title of "CLARB Certified Landscape Architect" and proudly display the logo on their website, social media platforms and marketing materials.
- Expands potential reach by empowering landscape architects to more easily pursue business opportunities and respond to requests across different jurisdictions.
- Recommends to the governing jurisdiction that the individual be granted licensure or registration without further review.



*"You will never know when an opportunity will present itself in a different jurisdiction. Being able to quickly apply for a reciprocal license may help you land a new project."*

---

**BRANDON DOSS, PLA**  
*CLARB Certified since 2019*

**Design Studio Director**  
Blair Parker Design



# Model Licensure Policies/Standards

## **CLARB's Uniform Licensure Standard for Landscape Architecture**

CLARB's uniform standard, developed through its Rethink Regulation program, is a set of recommended uniform standards for licensure that landscape architectural licensure boards can adopt and implement to create common, consistent licensure requirements across jurisdictions. By utilizing this uniform standard, which incorporates requirements for education, experience and examination, licensure boards can reduce confusion and barriers to entry for candidates while creating consistency and defensibility, and encouraging mobility. If you have questions or interest in discussing implementation strategies for your jurisdiction, please reach out to Zach Druga at [zdruga@clarb.org](mailto:zdruga@clarb.org).

## **CLARB Model Law and Model Regulations**

CLARB's Law and Model Regulations provide guidelines for establishing and updating laws and rules/regulations that are common to all jurisdictions. Changes to statutes and rules/regulations are viewed favorably when they align with an international model(s) for the profession. The organization also provides these models in order to facilitate reciprocity with provisions that allow for continuous synchronization of requirements.

## **Model Continuing Education (CE) Standards**

Continuing education is the mechanism used by most Member boards to ensure that licensees remain current in the profession. While a definition of minimal competency is important for establishing criteria for entry into the profession, licensees must continue to learn and expand their skills in order to rise to higher levels of competency. CLARB provides boards with basic guidelines for establishing continuing education standards in their jurisdictions, as well as to help harmonize the requirements across all design disciplines.

## **Model Code of Professional Conduct**

A strong Professional Code of Conduct benefits the public by ensuring that licensed landscape architects will practice in the best interest of the client and the general public. CLARB's Model Code of Professional Conduct provides boards with uniform guidelines to follow, as well as structure for determining violations.

# Proactively addressing licensure reform

We are committed to defending landscape architectural licensure in the public's interest, and we employ a range of strategies and partnerships to ensure that the practice of landscape architecture remains a licensed profession across the United States and Canada. Our goal is to safeguard public safety and well-being by maintaining rigorous professional standards, which helps ensure that only qualified professionals design outdoor spaces that protect people, communities and the environment.

## 2024 Legislative Trends

### Reciprocal licensing

In 2024, many states considered Universal Licensing bills, which aim to make it easier for professionals licensed in one state to work in another. These bills generally require licensing boards to grant a license to someone who has been in good standing for at least one year in another jurisdiction.

CLARB's Uniform Standard can help address these bills by creating a consistent set of requirements across states and provinces, simplifying the process for professionals to get licensed no matter where they practice. However, Universal Licensing bills can sometimes create challenges, especially if they result in differences between how in-state and out-of-state applicants are treated. Our work helps minimize these differences, ensuring fair and equitable treatment for all applicants.

### Board consolidations

We continue to monitor legislative efforts to consolidate landscape architecture boards with other professions. For example, **Utah** recently merged its landscape architect board with the architect board, and similar proposals were introduced but not passed in **Iowa** and **New Hampshire**.

CLARB recognizes that there are benefits to both autonomous and combined boards, depending on the specific needs and contexts of each jurisdiction. We support our Member Boards by providing resources and insights to navigate these changes effectively.



## Executive orders and sunset reviews

Several state governors issued Executive Orders that reviewed licensing across various professions. CLARB partnered with our allies to help Member Boards respond to these reviews, ensuring that the needs of landscape architects were considered. During sunset reviews—regular evaluations to decide if a board should continue operating—in states like **Arizona, California** and **Washington**, CLARB worked alongside the American Society of Landscape Architects (ASLA) and other partners to secure continuations for landscape architecture licensure.

## Other trends

- Moving boards under a central licensing agency
- Shifting authority from boards to licensing agencies
- Reviewing and adjusting licensing requirements
- Monitoring proposed regulations affecting licensure

## Success stories

### LOUISIANA HB 959

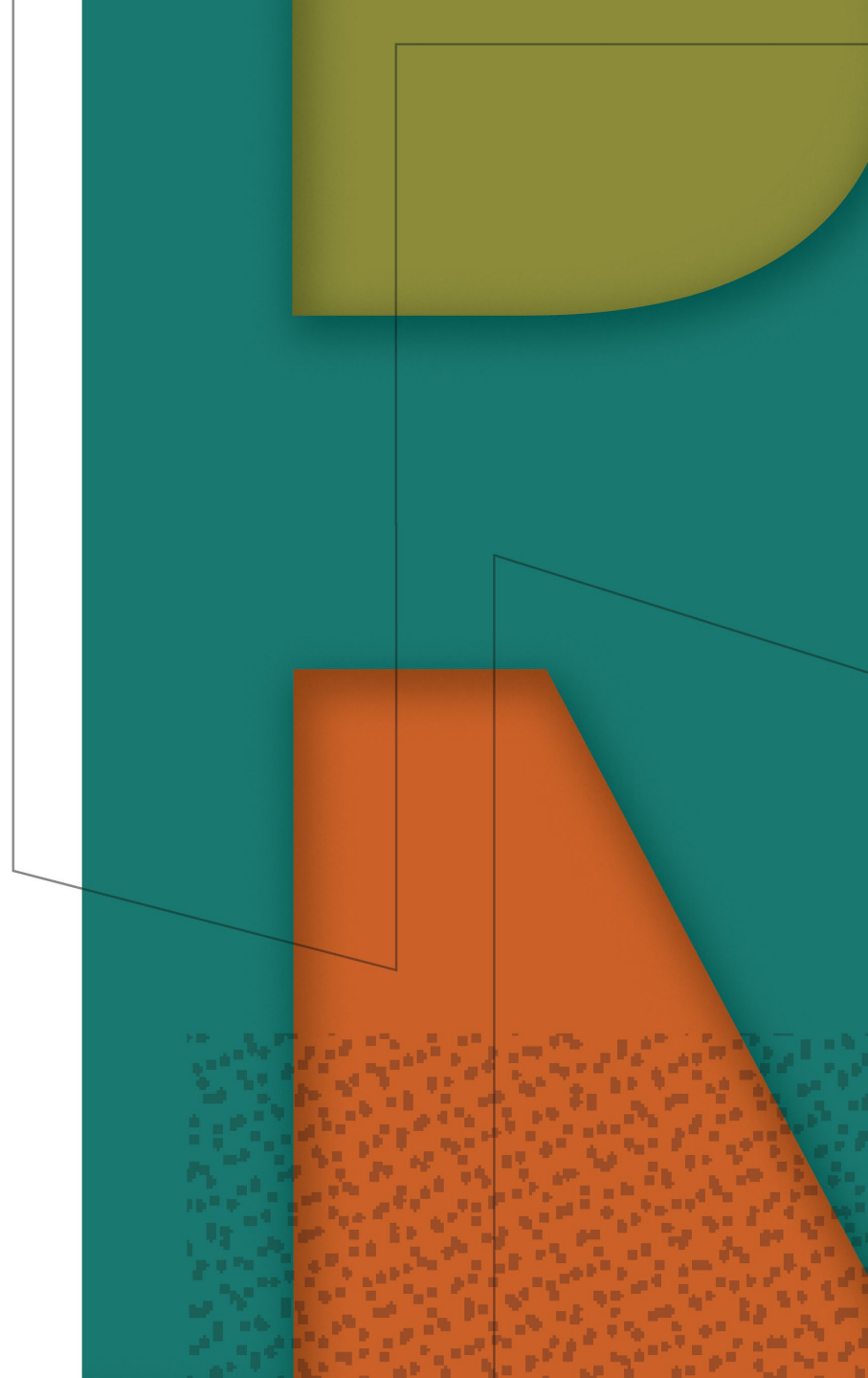
This bill, as originally proposed, would have deregulated several professions, including landscape architecture. Thanks to a collaborative effort between CLARB, ASLA, and the Alliance for Responsible Professional Licensing (ARPL), significant changes were made to the bill, and all deregulatory provisions were removed. This was a critical win for landscape architecture in **Louisiana**, ensuring that the profession remains regulated. Continued regulation is vital because it upholds professional standards that protect public health, safety, and well-being (HSW), ensuring that outdoor spaces are safe, functional, and environmentally sustainable.

### ALABAMA SB 224

This bill sought to consolidate independent licensing boards, including the landscape architecture board, under a central state licensing agency in **Alabama**. CLARB and ASLA partnered to provide input on this proposal, focusing on how the shift could impact licensing processes and customer service.

CLARB recognizes the benefits of both autonomous and centralized models, and we remain committed to supporting our Member Boards in adapting to legislative changes while maintaining high standards for licensure of the profession.

# Key Initiatives



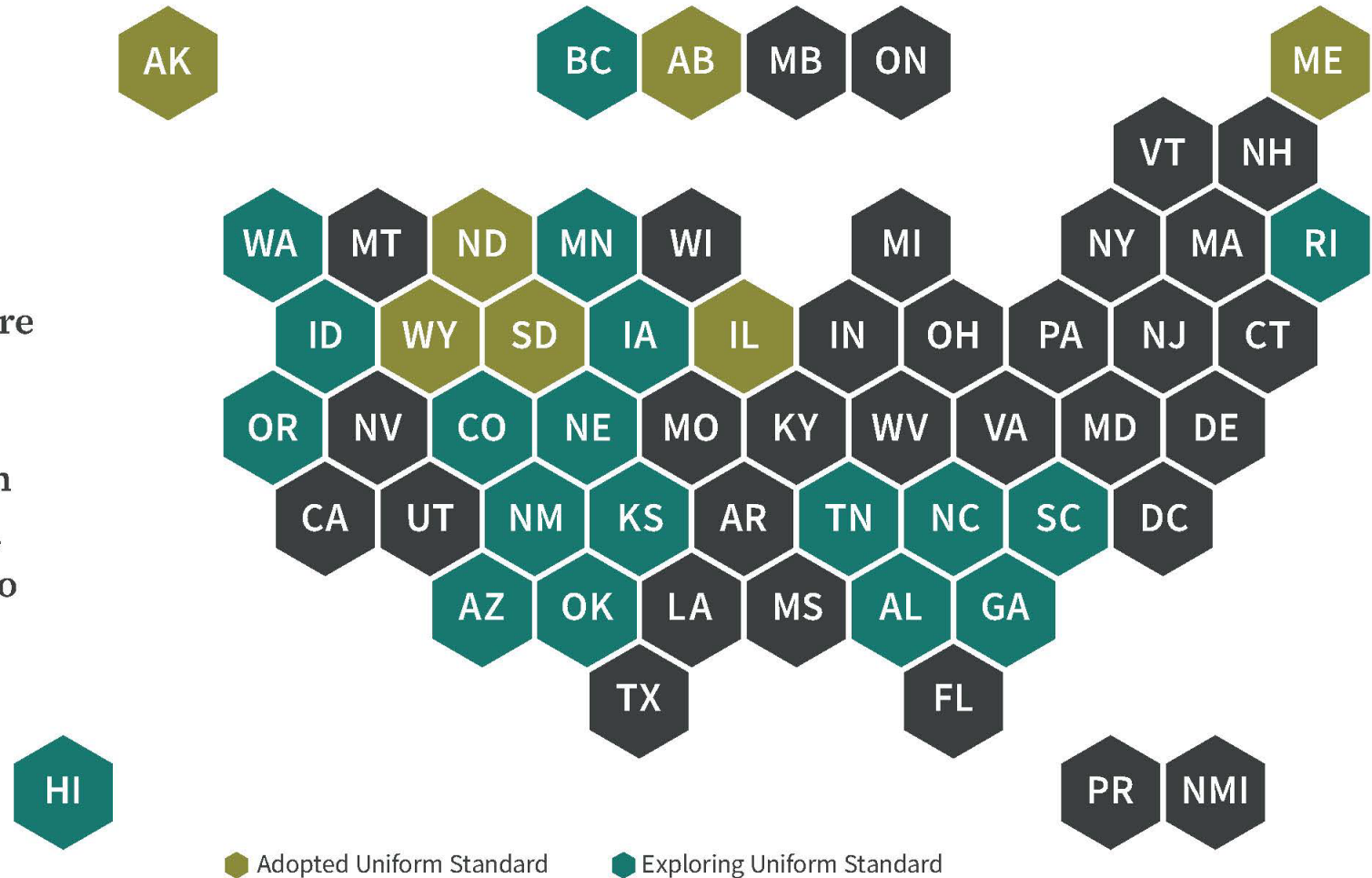
# Key initiatives

In addition to offering the licensure exam, managing professional records and defending licensure for the health, safety and welfare of the public, CLARB engaged in several strategic projects that support our mission to design and promote landscape architectural standards.

## CLARB UNIFORM STANDARD

### Rethinking Regulation

We continuously explore and research the forces shaping landscape architecture licensure so that we can proactively address licensure reform, identify and reduce key friction points in the licensure process, and increase equitable access to licensure for all.



# Why a Uniform Standard

01

Achieve consistent  
licensure requirements  
across jurisdictions

02

Improve the landscape  
architecture mobility  
model

03

Provide for increased  
equity in and access to  
licensure

04

Increase defensibility of  
licensure requirements

05

Ensure the continued  
protection of  
the health, safety, and  
welfare of the public  
and the environment.

# Expansion of Uniform Requirements

Inclusive Education Pathways

Justifiable Experience Requirements

Accessible Licensure Examination\*\*\*

# Data and Information Inputs

Recommendations from  
ASLA on alternative  
educational paths / Inputs  
from CELA

Requirements for related  
design disciplines  
(architecture and  
engineering)

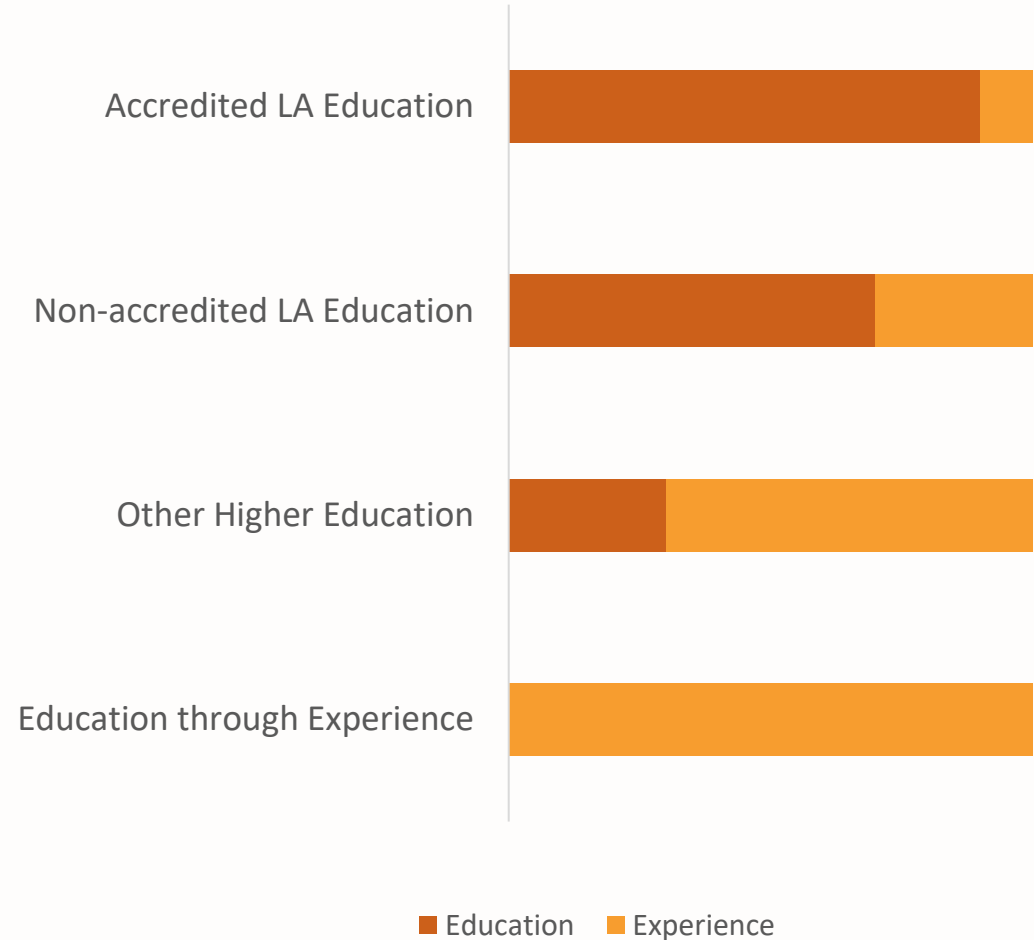
Correlations related to  
current member  
requirements

Correlations related to  
years of experience  
(and education type) and  
demonstration of  
competency

Input from the profession  
on when they felt  
competent to practice  
independently

# Approach

- Prioritizes accredited degree as the preferred path
- Recognizes alternative education paths
- Provides for an education through experience path
- Balances the interplay between education, experience and examination





# Education and Experience

DEGREE	YEARS OF EDUCATION EXPERIENCE ACHIEVED	YEARS OF WORK EXPERIENCE REQUIRED	TOTAL
LAAB or LAAC Accredited Bachelor or Master of Landscape Architecture	6	2	8
Non-Accredited Bachelor of Landscape Architecture	4	4	8
2-Year Non-Accredited Master of Landscape Architecture	2	6	8
2-Year Certificate of Landscape Architecture	2	6	8
Other Bachelor Degree	2	6	8
2-Year Associate Degree	1	7	8
2-Year Certificate	1	7	8
No Secondary Degree	0	8	8

# Elevating the profession around the world

Our vision for a unified, elevated profession includes intentional opportunities for international access, mobility and equity through the globalization of systems, processes and standards. Through partnership, research and collaboration, we continued to explore landscape architecture regulation around the world.



## EDUCATION

### LAAB / Universidad Nacional Autónoma de México Pilot

CLARB and LAAB explored ways to facilitate access to practice for internationally educated applicants. Together we launched a pilot program with the **Universidad Nacional Autónoma de México (UNAM)** for LAAB candidacy status. After years of rigorous preparations, the April 2024 candidacy visit to UNAM included interviews, campus tours and a presentation of initial findings — marking a significant milestone for UNAM and yielding valuable insights for LAAB and CLARB.

Pending the final report from LAAB, CLARB will consider recognizing the landscape architecture degree from UNAM as “equivalent” for meeting the requirements for CLARB Certification.



# Landscape Architecture Around the World: Results of the First Global Job Task Analysis

*December 12, 2023*

CLARB and IFLA conducted the first ever Global Job Task Analysis in 2022 to gain a better understanding of the profession across the globe. More than two thousand practitioners representing over one hundred countries and ten languages participated, informing a broader view of who is practicing landscape architecture and what the practice of landscape architecture entails.

In 2023 CLARB published the report and presented the findings at a December webinar. Presenters **Adrienne W. Cadle** of Professional Testing and CLARB's COO **Rebecca Moden** explored the similarities and differences in practice globally, regionally and nationally — as well as the potential impact to the future of the profession.



# Reframing landscape architecture



## Design Meets Dialogue

Along with our key partners in landscape architecture, CLARB and the Frameworks Institute worked to reframe landscape architecture's narrative and improve public understanding. We aimed to highlight practitioners' work, its methods and societal impact. By emphasizing that "landscape architecture engages and benefits people," we continue our work to dispel misconceptions, clarify the profession's scope and demonstrate its crucial role in outdoor spaces. CLARB hosted a three-part webinar series that explored the recommended strategies and shared helpful tools.



## Key framing strategies

- Lead with how landscape architecture benefits people.
- Appeal to the value of community cohesion to reinforce the value of the field for people and communities.
- Leverage what people know about building architecture to build a better understanding of what landscape architecture entails.
- Weave different examples and images into every communication to get the public to better understand that landscape architects connect people to their surroundings.



# Addressing Practice Overlap

CLARB is a member of the Interorganizational Council on Regulation (ICOR), which works to harmonize policies, processes and procedures among the design professions: architecture, engineering, interior design, landscape architecture and surveying.

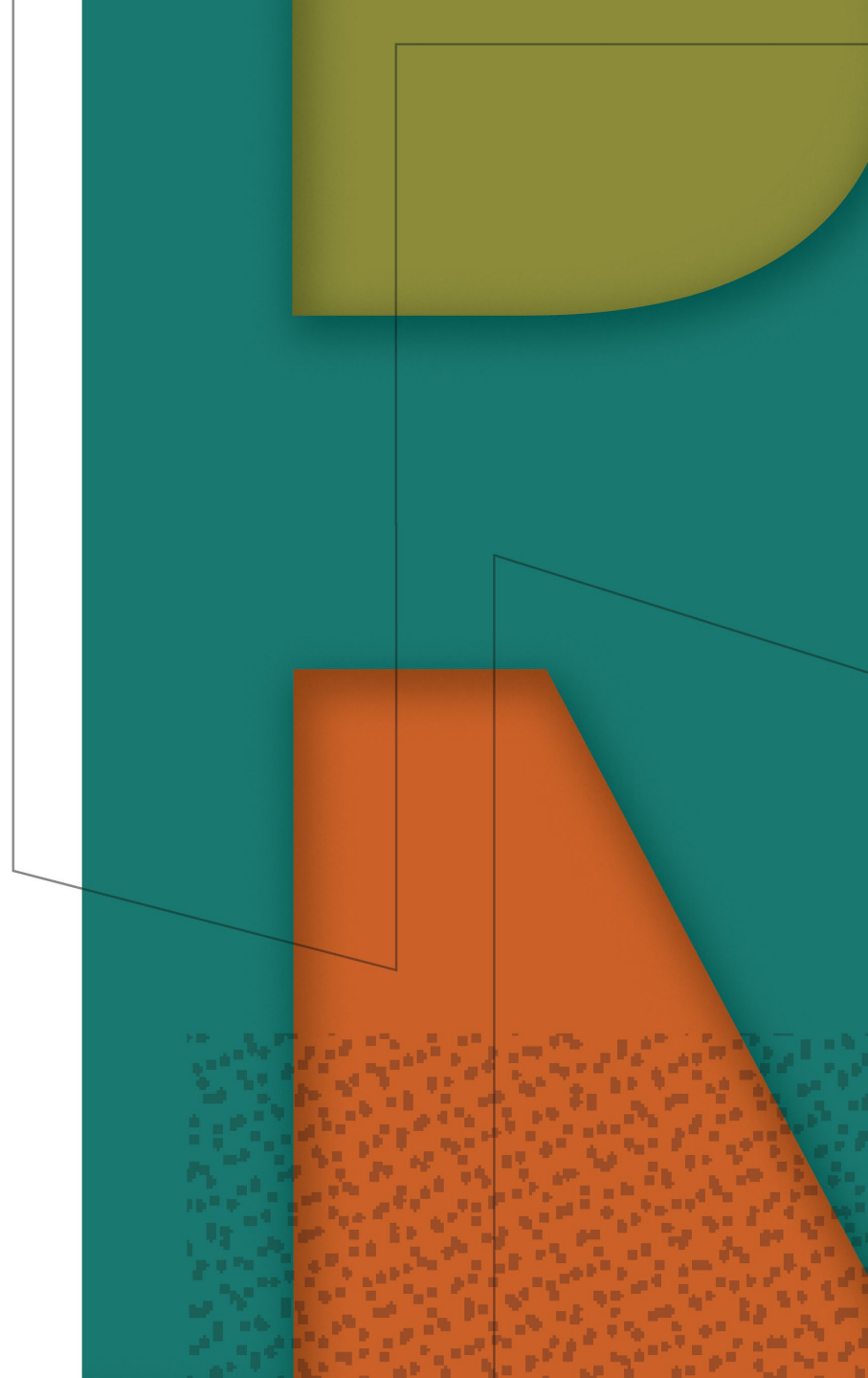


## Practice Overlap Initiative

We are working with our ICOR Partners (NCARB, NCEES and CIDQ) to develop uniform guidelines and definitions for competent overlap of practice between the design disciplines that will result in clear and shared definitions, guidelines or best practices. Professional licensing authorities — such as CLARB’s member boards — can use these tools to better regulate practice overlap.

Throughout 2024, representatives from the professions of architecture, engineering, interior design, landscape architecture and surveying shared progress updates, demonstrated the rigor of the work being done and gathered member feedback about the resources being developed.

# Member Events and Engagement



# Engage with CLARB

in the know  
MEMBER ENGAGEMENT SERIES



[www.clarb.org/volunteer](http://www.clarb.org/volunteer)

# Upcoming events



ICOR new member orientation

**July 29, 2—4:30 p.m. ET**



Membership special meeting

**August 12, 3—5 p.m. ET**

- Bylaws vote



ICOR practice overlap webinar

**August 13, 3—4:30 p.m. ET**



Annual Meeting

**September 17—20, Lexington, KY**





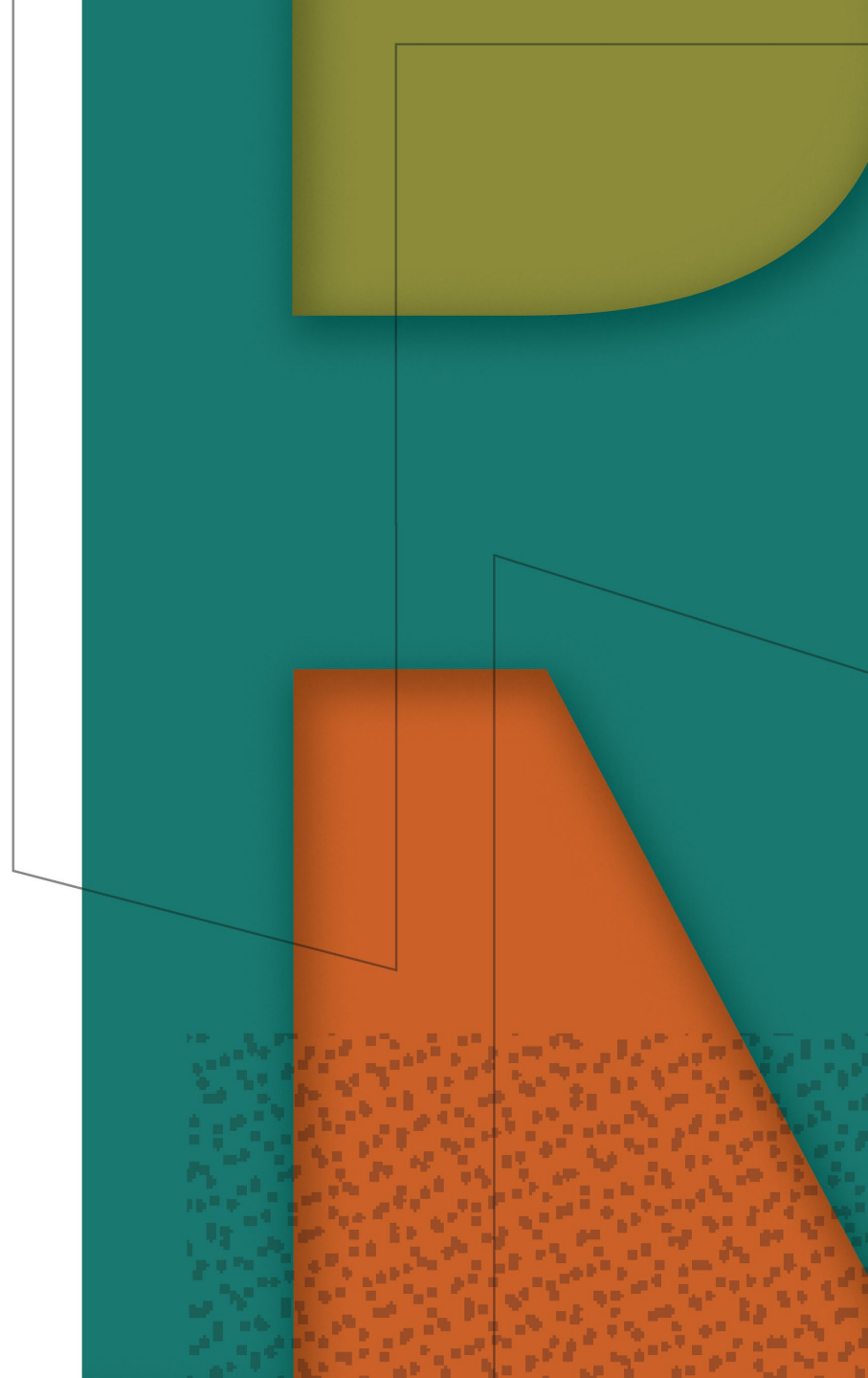
# 2025 CLARB Annual Meeting

September 18-20, 2025

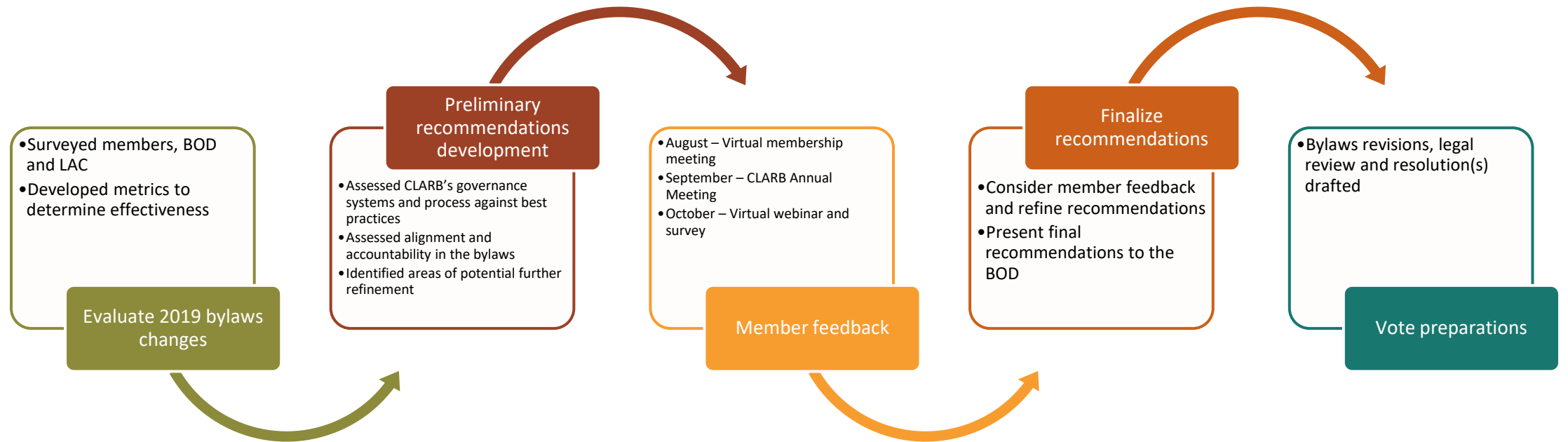
Lexington, Kentucky

Hyatt Regency Lexington

# Bylaws Update



# Bylaws review process



# Voting checklist



- Determine who will vote on behalf of your board
- Return your credentials letter to Andrea by August 11
- Reach out to CLARB to get your questions answered
- Determine how your board will vote on each resolution

<https://www.clarb.org/bylaws-resolutions>

# Resolutions

Resolution #1	Modification to Director-at-Large terms of service
Resolution #2	Refinements of Leadership Advisory Council (LAC) eligibility and charges
Resolution #3	Elimination of regional structure and mandatory regional meetings
Resolution #4	Expanding the Finance Committee, transitioning the role of Secretary to the Chief Executive Officer and elimination of Treasurer position
Resolution #5	Removal of contested elections for officers
Resolution #6	General updates and clean-up of CLARB's bylaws
Resolution #7	Reduction of threshold for amending bylaws

# Resolution #1 - Modification to Director-at-Large Positions

## Terms of Service

Challenge: Directors must apply for a second term after their first year on the board when many feel they only “hit their stride” and are fully contributing in their second year.

Current	Recommendation
Maximum of two terms	Maximum of two terms
Term 1 – Two years	<u>Term 1 – Three years</u>
Term 2 – Two years	Term 2 – Two years

# Resolution #2: Refinements to Leadership Advisory Council (LAC) Eligibility and Charges

Challenge: Eligibility requirements for the LAC are vague and restrictive.

Current	Recommendation
<p>The majority of the LAC must be licensed landscape architects or member board executives. <u>Also, all candidates must have served on a board and have actively participated in CLARB.</u></p> <p>The Leadership Advisory Council shall be charged with <u>identifying and vetting nominees and recommending</u> candidates for service on the Board of Directors and the Leadership Advisory Council.</p>	<p>Majority of the LAC must be licensed landscape architects or member board executives.</p> <p>The Leadership Advisory Council shall be charged with <u>evaluating and recommending</u> candidates for service on the Board of Directors and the Leadership Advisory Council.</p>

# Resolution #3: Elimination of Regional Structure and Mandatory Regional Meetings

Challenge: The traditional regional structure, created to facilitate communication and coordination among neighboring states, has lost its value due to changing member needs and technological advancements, and it does not accommodate the growing interest from jurisdictions outside the United States and Canada.

The bylaws currently require one regional meeting annually, which is not well attended and no longer serves the organization’s needs.

Current	Recommendation
Five regions of CLARB are required as established in the bylaws.	<u>No regions defined in the bylaws (removal of regions from CLARB).</u>
One regional meeting of the membership required annually (outside of the Annual Meeting). Additional regional meeting requirements outlined in the bylaws.	At least one <u>special meeting</u> of the membership required annually (outside of the Annual Meeting).



# Resolution #4: Expanding the Finance Committee, Transitioning the Role of Secretary to the Chief Executive Officer and Elimination of Treasurer Position

**Challenge: The two-year treasurer term limits opportunities for board members and restricts exposure to financial leadership roles.**

Current	Recommendation
The treasurer serves a two-year term with a maximum of two successive terms.	<ul style="list-style-type: none"><li>• <u>Eliminate treasurer role and reconfigure Finance Committee to include 1—3 DALs along with president-elect, president and past-president.</u></li><li>• <u>President-elect assumes duties of treasurer.</u></li><li>• <u>DAL term on FC is 1 year; can be reappointed; appointed by pres, approved by BOD.</u></li><li>• <u>CEO serves as secretary.</u></li><li>• <u>DALs increased to 7-9 (board remains 12 members).</u></li></ul>

# Resolution #5: Removal of Contested Elections for Officers

Challenge: Contested elections can discourage qualified candidates from running, as they may fear public loss.

Current	Recommendation
LAC vets and recommends candidates for election for board officer positions.	The LAC vets and recommends <u>single candidates</u> for board officer positions.
Board of Directors approves LAC officer recommendations.	Board of Directors approves LAC officer recommendations.
Formal vote of the membership required.	Formal vote of the membership required.
	<u>If simple majority is NOT established, Board of Directors will present a new candidate before the end of the FY.</u>

# Resolution #6: General Updates and Clean-up of CLARB's Bylaws

**Challenge: CLARB's bylaws are overly prescriptive, limiting flexibility and efficiency. Outdated references, misalignment with District of Columbia law, and unnecessary constraints hinder effective governance and adaptability.**

Current	Recommendation
<ul style="list-style-type: none"><li>• Misalignment with DC law in some areas</li><li>• Prescriptive descriptions of programs and services</li><li>• Prescriptive references to Robert's Rules</li><li>• Unnecessary detail in Exam Committee qualifications that are captured in policy</li></ul>	<ul style="list-style-type: none"><li>• Alignment with DC Law is critical</li><li>• Broadening language around programs and services</li><li>• Decoupling elections from the annual meeting</li><li>• Removing unnecessary reference to Robert's Rules</li><li>• Alignment of Exam Committee qualifications with policy</li></ul>

# Resolution #7: Reduction of Threshold for Amending Bylaws

## Challenge:

The current threshold for amending the bylaws is too high (three-fourths majority), is out of alignment with best practices in non-profit governance and makes it difficult to enact necessary changes.

Current	Recommendation
Three-fourths (3/4) of member boards voting at an annual or special meeting required to amend the bylaws.	<u>Two-thirds (2/3)</u> of member boards voting at an annual or special meeting required to amend the bylaws.

# Have Questions?

571-432-0332

[www.clarb.org](http://www.clarb.org)



**Zach Druga**  
Member Relations and  
Advocacy Manager  
[zdruga@clarb.org](mailto:zdruga@clarb.org)



**Andrea Elkin**  
Director of Business Systems  
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COUNCIL OF  
LANDSCAPE ARCHITECTURAL  
REGISTRATION BOARDS





## **AGENDA ITEM H.2: DISCUSS AND TAKE ACTION ON CANDIDATES FOR 2025 CLARB BOARD OF DIRECTORS AND LEADERSHIP ADVISORY COUNCIL**

### **Summary**

On May 27, 2025, CLARB released the final slate of candidates for the 2025 Board of Directors, and Leadership Advisory Council elections. Attached for the Committee's reference are each candidate's biography (Attachment H.2.1) and the Elections Ballot along with the template Letter of Delegate Credentials for the 2025 CLARB Annual Meeting (Attachment H.2.2), which staff will complete and submit to CLARB.

The completed ballot and Letter of Delegate Credentials must be returned to CLARB by September 12, 2025. Election results will be announced at the Annual Meeting during the general business session on September 19, 2025.

### **Action Requested**

The Committee is asked to review the final slate of candidates for the 2025 Board of Directors and Leadership Advisory Council and determine how the LATC will vote in the elections.

### **Attachments**

1. CLARB 2025 Board of Directors and Leadership Advisory Council Candidate Biographies
2. CLARB 2025 Elections Ballot and Template Letter of Delegate Credentials

# Allison Fleury

CANDIDATE FOR PRESIDENT-ELECT

PRINCIPAL LANDSCAPE ARCHITECT,  
INSIDE OUT LANDSCAPE ARCHITECTURE

## Licensure information

Licensed landscape architect in Wyoming and Idaho.

## Service information

### CLARB Service

- Director-At-Large (2022—Present)
- Treasurer (2019—2021)
- Secretary (2016—2018)
- Regional Director (2011—2015)
- Chair, Leadership Development Workgroup (2022—2023)
- LA CES liason (2012—2015)
- Grading committee (2010—2012)

### Board Service

- Wyoming Board of Architects and Landscape Architects (2009 – Present)

### Additional Service, Awards or Experience

- ASLA CO WY Liason (between WY and CO)

## Questions from the Leadership Advisory Council

### **What interests you about volunteering with CLARB?**

I care deeply about landscape architecture and am drawn to CLARB's mission and values. Volunteering with CLARB is a way for me to give back to this profession, and it allows me to view landscape architecture through a different lens than as a sole practitioner in my career.

### **When thinking about your role in CLARB leadership, what would success look like to you?**

Success in CLARB leadership would involve moving CLARB 2.0 forward, attracting and engaging new volunteers, and ensuring that our members truly value their membership.

### **What unique qualifications or experiences will you bring to CLARB leadership that we might not otherwise know about?**

In addition to my experience on the Board of Directors, I bring a strong background in team collaboration, which has been instrumental in my business success. I have a proven ability to build relationships across diverse groups, fostering cooperation and open communication. Additionally, my experience managing complex projects has equipped me with skills in organizational efficiency and driving initiatives forward. These qualities, along with a deep passion for CLARB's mission, enable me to contribute fresh perspectives and innovative approaches to leadership within the organization.

# Craig Coronato

CANDIDATE FOR TREASURER

LANDSCAPE ARCHITECT SUPERVISOR,  
CITY AND COUNTY OF DENVER

## Licensure information

Licensed landscape architect in Colorado.

## Service information

### CLARB Service

- Grading Committee
- Task Analysis Work Groups
- Leadership Advisory Committee
- Board Director-at-Large
- Board Treasurer

### Board Service

- Colorado State Board of Landscape Architecture
- City of Littleton Planning Commission
- ASLA Licensure Committee
- New York/Colorado/Wyoming/Arizona Chapter ASLA leadership roles

## Additional Service, Awards or Experience

- Fellow, ASLA
- Member ASLA, APA, and NRPA

## Questions from the Leadership Advisory Council

### **What interests you about volunteering with CLARB?**

I am interested in continuing in a leadership role at CLARB because I can commit my time, energy and passion to help the organization evolve, both by adapting and implementing the strategic vision of CLARB 2.0, and by utilizing a stewardship mindset, applying foresight to identify societal changes that impact the profession.

### **When thinking about your role in CLARB leadership, what would success look like to you?**

Success to me is showing up prepared, actively participating, gaining trust, and collaborating with Board, staff and members to help guide and advance CLARB to build upon its current successes.

### **What unique qualifications or experiences will you bring to CLARB leadership that we might not otherwise know about?**

I have had the opportunity to live and practice landscape architecture in different states (CO, NY and AZ) and countries (US, China, Italy), and in different aspects of practice (small private LA firm, large multidiscipline firm, design/build construction, and government service/client). I have traveled to all 50 US states and much of Canada and Europe. I recognize the importance of considering differing cultural needs and priorities, which I believe is why I consider various viewpoints before forming an opinion.

# Robert Lopez

CANDIDATE FOR LEADERSHIP ADVISORY COUNCIL

EXECUTIVE SECRETARY,

NEW YORK STATE EDUCATION DEPARTMENT; OFFICE OF THE  
PROFESSIONS; STATE BOARD FOR LANDSCAPE ARCHITECTURE

## Licensure information

Registered architect in New York - 1993

## Service information

### CLARB Service

- CLARB's Bylaws Work Group (2023—2024)
- Foresight Network (2020—2022)
- Model Law Advisory Group (2016—2017)
- LA CES Monitoring Committee (2012—2014)
- MBE Committee (2010—2011; 2016—2018)
- Strategic Mega Issues Workgroup (2012)
- Welfare Awareness Task Force (2011)
- Continuing Education Committee (2006—2007)

### Board Service

- Executive Secretary to the New York State Board for Landscape Architecture and the State Board for Architecture (2005—present)

### Additional Service, Awards or Experience

- CLARB Presidential Recognition Award (2017)
- CLARB Recognition Awards (2016 and 2018)
- Served on numerous NCARB Committees, including MBE Committees and most recent service as Chair of the Professional Conduct Committee (2023—2025)
- NCARB President's Medal for Distinguished Service (2021)



- East Greenbush Central School District – Columbia Players’ Theatre Set Design/Construction (2015-2022)
- Capital Region Construction Judge (2011, 2013-2016, 2018-2020)
- Capital Leadership, Albany Regional Chamber of Commerce (Class of 2005)
- Business Review 40 Under 40 Award (2002)
- Former Principal and Director of K-12 Group - Einhorn Yaffee Prescott, A&E, PC (1992-2005)

## Questions from the Leadership Advisory Council

### **What interests you about volunteering with CLARB?**

CLARB has become an innovator and leader of member boards throughout North America and now at an international level, and I've always enjoyed my service with CLARB staff, MBE colleagues, Member Board members, and adjacent associations. Engagement through volunteerism with CLARB has, quite simply, allowed me to do a much better job as the MBE of my jurisdiction. I'd like to contribute towards finding the very best leaders as an LAC member so that CLARB can continue its innovative approach to success long into the future.

### **When thinking about your role in CLARB leadership, what would success look like to you?**

Success would involve a continued cultivation and vetting to find the most insightful and leading minds in landscape architecture and the regulatory, academic, and related fields community who can help the the Board of Directors and the LAC to assist CLARB with achieving its mission. Success will also include the continued growth of the landscape architecture profession to ensure public protection and the evolution of flexible, nimble and varied licensure pathways.

### **What unique qualifications or experiences will you bring to CLARB leadership that we might not otherwise know about?**

A "stick-to-it-ness" (some might call it commitment, some might call it grit, some might call it simply showing up prepared) until a task, project or effort is complete. It's the old project manager part of my former life! As a volunteer, I always strive to actively listen, ask questions, give my best effort, read all communications beforehand, and engage with my fellow

committee members to push or pull any organization to meet its preferred outcomes based upon its strategic goals.

# Ryan McEnroe

CANDIDATE FOR LEADERSHIP ADVISORY COUNCIL

SENIOR ASSOCIATE, QUINN EVANS

## Licensure information

Licensed landscape architect in New York, and licensed architect in the District of Columbia, Maryland, and New York.

## Service information

### CLARB Service

- Section 4/Grading, Drainage and Stormwater Management
  - (2022—2023) Chair
  - (2017—2023) Exam Item Writer

### Board Service

- American Institute of Architects – National Young Architects Forum (2015—2021)
  - Vice-Chair (2019); Chair (2020); Past-Chair (2021)
  - Knowledge Director (2017-2018)
  - Mid-Atlantic Regional Director (2015 – 2016)
- National Architectural Accrediting Board (2007—2009)
- American Institute of Architecture Students (2004—2005)

## Additional Service, Awards or Experience

### COMMITTEES AND WORK GROUPS:

- American Institute of Architects (National)
  - Center for Civic Leadership – Leadership Institute
    - Washington, DC . Regional Hub Planning Committee Advisor (2017)
    - Washington, DC . Regional Hub Planning Committee Chair (2016)
    - Washington, DC . Regional Hub Planning Committee Vice-Chair (2015)
- American Institute of Architects (Washington, DC Chapter)

- Co-founder and Chair. Christopher Kelley Leadership Development Program Outreach Steering Committee (2016 – Present)
- Christopher Kelley Leadership Development Program
  - Past Chair (2015-2016)
  - Co-founder and Chair (2013-2015)
- National Architectural Accrediting Board
  - Visting Team Member (2005 – present)
    - 17 total site visits
  - Visiting Team Chair (2015 – present)
    - 5 total site visits as team chair
  - Chair, Team Training Task Force (2018-2019)
  - ACSA-NAAB Path Forward Task Force (2015)
- National Council of Architectural Registration Board
  - ARE Forms Assembly Task Force (2017)
  - Education Committee (2014–2015\_
  - ARE Test Specifications Task Force (2013)
  - Internship Committee (2012)

#### **HONORS:**

- AIA – College of Fellows (2023)
- AIA - Young Architects Award (2018)
- Building Design + Construction – 40 under 40 (2018)
- AIAS – Emerging Professional Honor Award (2018)
- ENR Mid-Atlantic – Top Young Professionals (2018)
- AIAS 60th Anniversary Legacy (2016)
- DCCEAS - Young Architect Award (2015)
- AIA|DC - Emerging Architect Award (2014)
- Faculty Award for Excellence in Service - UVA, School of Architecture (2010)

## **Questions from the Leadership Advisory Council**

### **What interests you about volunteering with CLARB?**

Having served for 6 years on the Exam Committee, I value the mission and values of CLARB. Volunteering is a great way to give back to the profession where I feel my skillset can be best

utilized. I enjoy the comradery of the CLARB community, and also the respect we show when questioning one's opinion.

**When thinking about your role in CLARB leadership, what would success look like to you?**

Having a positive impact on the next generation. I take great honor in mentoring the next generation. Change takes time, but I have seen that when we plant a seed now, we can have a great impact on the profession for years to come.

**What unique qualifications or experiences will you bring to CLARB leadership that we might not otherwise know about?**

I am the co-founder of the AIA|DC Christopher Kelley Leadership Development Program (CKLDP). The program was founded in 2013 and now has over 1,000 alumni over 12 different cities. <https://www.ckldp.com/>

# Tim Bargainer

CANDIDATE FOR LEADERSHIP ADVISORY COUNCIL

SENIOR VICE PRESIDENT FOR PUBLIC MARKETS,  
RVI PLANNING + LANDSCAPE ARCHITECTURE

## Licensure information

Licensed landscape architect in Texas, Colorado, Oklahoma and Arkansas.

## Service information

### CLARB Service

In the 1990s, I had the opportunity to serve as a grader for the L.A.R.E. exam on two or three occasions, which gave me a strong foundation in the licensure process early in my career. After a period of focusing on other professional responsibilities, I re-engaged with CLARB through my role on the Texas Board of Architectural Examiners. Over the last five years, I've actively participated in CLARB's annual conferences to stay connected with evolving industry standards, an experience that has inspired me to take a more active volunteer role within the organization.

### Board Service

I've had the privilege of serving on a variety of boards and commissions that have shaped my leadership and deepened my commitment to advancing the profession. These include six years on the City of Georgetown Planning and Zoning Commission, where I gained valuable experience navigating regulatory frameworks and engaging with public process, and five years on the Texas Board of Architectural Examiners, where I've helped uphold licensure standards as the Landscape Architecture Board Member. My leadership roles within the Texas Chapter of ASLA—including Chapter President, Secretary, and Section Chair—further developed my advocacy and governance experience. I also served on the Board of Directors at Halff Associates, a 1,500-member multidisciplinary firm, where I worked alongside senior leadership to guide strategic planning, promote cross-discipline collaboration, and support professional excellence. Across these roles, I've built a reputation for thoughtful leadership,



accessibility, and consensus-building, all qualities I look forward to bringing to my service with CLARB.

## **Additional Service, Awards or Experience**

Throughout my career, I've been fortunate to receive several honors that reflect my commitment to impactful landscape architecture and community development. Notably, I received the 2019 TX ASLA Distinguished Member Award and the 2010 Kay Tiller Award for Service to Society. My project work has earned multiple merit and honor awards from TX ASLA for places like Blackland Heritage Park, Brushy Creek Regional Trail, and Austin Bergstrom International Airport—projects that exemplify my focus on public engagement and environmental stewardship. Additional recognition, such as the 2006 Texas Forest Service Urban Forestry Award and the 2004 American Trails Organization National Trail Award, highlight my dedication to sustainable, thoughtful design that enhances the natural environment.

## **Questions from the Leadership Advisory Council**

### **What interests you about volunteering with CLARB?**

I'm excited to volunteer with CLARB because I believe in expanding access to licensure and creating pathways that support the next generation of landscape architects. Having served on various boards, I understand the importance of aligning standards across regions, and CLARB's commitment to uniform licensure standards strongly resonates with me. The partnership with IFLA and the Global Job Task Analysis are particularly inspiring, as they support a future where landscape architects can practice more freely across borders. I'm eager to help shape this global vision and contribute to CLARB's forward-thinking initiatives.

### **When thinking about your role in CLARB leadership, what would success look like to you?**

Success in a CLARB leadership role, for me, would mean making a real, tangible impact on the future of the profession. I would see success in helping create clearer, more accessible pathways to licensure, so that aspiring young landscape architects feel supported from the start. It would also be about helping foster stronger collaboration between member boards and international organizations, so that we can make global licensure a reality. To me, success is not just about the big-picture goals, but also about making the process better for the individual, whether that's streamlining the licensure process or advocating for more consistency in standards. At the end of the day, success would mean knowing I helped smooth

the path for those entering the profession and contributed to a more globally connected future for landscape architecture.

### **What unique qualifications or experiences will you bring to CLARB leadership that we might not otherwise know about?**

What I believe sets me apart is my approach to leadership, which focuses not only on the technical and regulatory aspects of our profession but also on human connection and collaboration. While many of us share similar experiences in board service and professional leadership, my focus has always been on fostering meaningful relationships, whether it's with clients, teams, or future professionals entering the field. I pride myself on being approachable and accessible, both to my peers and to emerging landscape architects, offering mentorship and guidance whenever possible. This ability to build strong relationships has been key to my success in both public and private roles, and it's something I'm eager to bring to CLARB leadership. Another aspect that I feel distinguishes me is my extensive involvement in multidisciplinary teams and my ability to translate complex project challenges into collaborative solutions. Having worked on a wide range of projects across public and private sectors, I've developed a knack for bringing diverse groups together to solve problems creatively. It's this blend of technical expertise, strategic oversight, and a people-first leadership style that I believe will make a unique contribution to CLARB.



ADVANCING PROFESSIONAL STANDARDS  
IN LANDSCAPE ARCHITECTURE

June 1, 2025

To: Member Board Executives

From: Andrea Elkin  
CLARB Director of Business Systems

RE: Letter of Delegate Credentials for Elections

With regard to board delegation and voting rights, Article VI, Section 3 of CLARB's Bylaws state:

"Each member board is entitled to be represented at CLARB meetings. As many delegates as are able to attend may represent a member board, but only one {1} vote may be cast on each motion for each member board by its credentialed delegate. A letter of credential from the delegate's board shall identify the voting delegate attending the annual meeting or any special meeting of CLARB. The credentialed delegate must be a member or staff of the member board."

The credentials letter should be filled out by a Member Board Executive or officer of the Member Board. The credentials letter should designate the Member Board Member, Member Board Executive or Member Board Staff Member who is eligible to cast your Board's vote. Only one vote per Member Board per motion may be cast.

Please submit your board's ballot and credentials letter together as one voting package. You may submit your voting package to CLARB via email as an attachment (Word or PDF) to Andrea Elkin ([aelkin@clarb.org](mailto:aelkin@clarb.org)) by Friday, September 12, 2025.

Please note ballots will not be accepted in person at the Annual Meeting.

If you have any questions about any of these procedures, please let me know.

ACE/Attachment: Sample credentials letter for reproduction on Board letterhead

COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

1900 RESTON METRO PLAZA, SUITE 600  
RESTON, VIRGINIA 20190

571-432-0332  
CLARB.ORG



ADVANCING PROFESSIONAL STANDARDS  
IN LANDSCAPE ARCHITECTURE

DATE: \_\_\_\_\_

TO: CLARB Board of Directors

FROM: \_\_\_\_\_  
(Member Board Name)

RE: Letter of Delegate Credentials for 2025 CLARB Annual Meeting

In accordance with Article VI, Section 3 of the Bylaws of the Council of Landscape Architectural Registration Boards, the CLARB Member Board indicated above has designated the following member(s) as its delegate(s) to the **CLARB Annual Meeting September 18–20, 2025**.

We understand that the delegate is eligible to vote on behalf of the Member Board on all business matters and that only one vote per Board per motion may be cast regardless of the number of delegates present.

Name	Title
------	-------

_____	_____
_____	_____
_____	_____

In addition, the following representatives will be in attendance:

_____	_____
_____	_____
_____	_____

Signed by: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)



ADVANCING PROFESSIONAL STANDARDS  
IN LANDSCAPE ARCHITECTURE

## 2025 Board of Directors & Leadership Advisory Council Elections Ballot

**MEMBER BOARD:** \_\_\_\_\_

**COMPLETED BY:** \_\_\_\_\_

Please note- Ballots may only be completed by a member or staff from the member board who has been authorized on the credentials letter to represent the member board's vote. The same person may not sign the ballot and the credentials letter.

**PLEASE CHECK THE BOXES TO CAST YOUR VOTE:**

### **President-Elect (select 1)**

☐

Allison Fleury

### **Treasurer (select 1)**

☐

Craig Coronato

### **Leadership Advisory Council (select 2)**

☐

Tim Bargainer

☐

Rob Lopez

☐

Ryan McEnroe

Please submit your board's ballot and credentials letter together as one voting package. You may submit your voting package to CLARB via email to [Andrea Elkin](#) by Friday, September 12, 2025.

**PLEASE NOTE BALLOTS WILL NOT BE ACCEPTED IN PERSON AT THE ANNUAL MEETING.**

# Global *insights*, *Local* impacts

SHAPING THE FUTURE OF LANDSCAPE ARCHITECTURE STANDARDS

## CLARB Annual Meeting 2025

Join us in Lexington, Kentucky as we examine how national and international trends influence local regulation and provide strategies for navigating the evolving regulatory environment.

**Wednesday, September 17**

ARRIVALS & REGISTRATION

### MBE Exchange: Maximizing Board Effectiveness

A dedicated session for member board executives (MBEs) featuring interactive discussions on AI applications for regulatory boards, tutorials on CLARB's new website and database, and practical learning sessions to enhance board operations.

### Welcome Reception

Join us for a warm welcome to the CLARB Annual Meeting 2025. Hear remarks from CLARB President Joel Kurokawa and representatives from the Kentucky Board of Landscape Architects. Enjoy an evening of networking, light refreshments and engaging conversation as we set the stage for a dynamic and insightful conference.

*This tentative agenda is subject to change.  
Last updated May 27, 2025.*

**CLARB**

COUNCIL OF  
LANDSCAPE ARCHITECTURAL  
REGISTRATION BOARDS



## Thursday, September 18

GLOBAL INSIGHTS

### Opening Session: Setting the Stage

Join CLARB President Joel Kurokawa and CEO Matt Miller as we officially kick off the Annual Meeting, highlighting key themes, objectives and expectations for the discussions ahead. Learn how this year's focus on global insights will shape the future of landscape architecture regulation.

### Keynote Session

An inspiring keynote address where attendees will hear global perspectives on landscape architecture education, practice and regulation around the world.

### The Changing Face of Landscape Architecture: Demographic Insights

Explore the latest data on landscape architecture, from shifts in education and professional practice to demographic trends affecting the workforce. Gain insights into how these changes impact the future of licensure and regulation.

### Beyond the Traditional Route: Multiple Paths to Practice

This session examines alternative pathways to achieving CLARB Certification, including non-traditional backgrounds and new experience evaluation guidelines designed to promote consistent assessment of applicants across jurisdictions.

### Crossing Borders:

#### Advancing International Mobility in Professional Licensure

As the demand for cross-border practice grows, the ability to navigate international mobility is becoming increasingly important for licensed professionals. This panel will bring together leaders from other regulated professions who have implemented strategies to facilitate global mobility, along with international partners in landscape architecture who will share real-world needs and challenges faced by professionals seeking recognition across jurisdictions. Join this dynamic conversation to explore the opportunities, obstacles and frameworks shaping the future of licensure — and why advancing mobility in landscape architecture is essential for protecting people and the environment.

## Friday, September 19

LOCAL IMPACTS

### Recognition of Landscape Architecture Globally

How is landscape architecture recognized in different countries around the world? This session examines the international landscape of licensure, mobility and regulatory alignment, shedding light on efforts to create a more unified global standard.

### Business Session

Join us as we announce the results of the 2025 elections and recognize the dedication of our valued volunteers who will help guide CLARB into the future.

### Supporting Licensure Defensibility: ARPL Research and Findings

Defending professional licensure is more important than ever. This session presents the latest research from the Alliance for Responsible Professional Licensing (ARPL), showcasing data-driven insights on the impact and necessity of responsible professional licensure standards.

### Navigating Licensing Reform:

#### Trends, Threats and Best Practices to Defend Your Board

As regulatory boards face growing scrutiny and evolving political landscapes, it's essential to stay ahead of the curve. This session explores key challenges facing licensing boards and effective strategies to demonstrate your board's value. Whether it's proposed consolidation, transitioning to an agency model, or responding to a sunset review, learn best practices and the resources ready to help you navigate these issues to defend your board.

### The Critical Role of Licensure Enforcement in Professional Regulation

Enforcement is a key pillar of professional regulation. This session explores the importance of enforcement in maintaining public trust, ensuring ethical practice and addressing disciplinary cases within landscape architecture.

## Friday, September 19, continued

### LOCAL IMPACTS

### ICOR Practice Overlap Guidance & Resources

The Interdisciplinary Council on Regulatory Oversight (ICOR) is working to clarify acceptable overlap and practice boundaries between the design professions. This session reviews the latest guidance and resources available to help navigate regulatory challenges.

### Expanding the CLARB Community:

#### Exploring Opportunities for Increased Connection and Engagement

As professional regulation continues to evolve, CLARB is exploring new ways to broaden its reach and enhance its impact. This session will examine emerging opportunities to expand the CLARB community in support of deeper collaboration and sustained engagement, all while maintaining a strong regulatory foundation. Participants will explore the long-term benefits, potential challenges and strategic implications of reimagining how CLARB connects with current and future stakeholders.

### Volunteer Recognition Reception

Join us in celebrating the dedicated volunteers whose leadership and expertise have shaped CLARB's success. The evening will also feature the presentation of the prestigious President's Award, honoring outstanding contributions to the organization.

**Global insights**

ANNUAL  
MEETING  
2025

**Local impacts**

**Saturday, September 20**

SHAPING THE FUTURE

## **Keynote: Artificial Intelligence and Design**

A thought-provoking keynote on the transformative role of artificial intelligence in design. Gain insights into how AI is reshaping the landscape architecture profession and the potential impacts on licensure.

## **Path to CLARB Volunteer Leadership**

CLARB offers a variety of volunteer opportunities for individuals who are passionate about advancing landscape architecture regulation. These roles provide opportunities to influence the organization's direction, develop leadership experience, and engage with peers across the profession. This session will provide an overview of these opportunities, outline the nominations and elections process, highlight impacts of the bylaws changes, and share how you can get involved in shaping CLARB's future.

## **L.A.R.E. Development, Performance and Future Enhancements**

Stay informed on the latest developments in the Landscape Architect Registration Examination (L.A.R.E.). Delve into the comprehensive process behind developing exam items and hear firsthand from exam committee members on the lifecycle of an exam item. Other topics include the latest data on candidate performance, provisional exam feedback, and new initiatives aimed at increasing exam accessibility.

### **CE Trio**

Engage in in-depth discussions on critical topics and emerging issues impacting landscape architecture practice. These 50-minute sessions, with breaks in between, provide valuable CE opportunities for landscape architect members of the CLARB community. *Additional registration required.*

**CLARB**

## **AGENDA ITEM I: REVIEW AND DISCUSS STRATEGIC PLAN ITEM 1.4: ENCOURAGE ASSOCIATIONS AND FIRMS TO PROVIDE FINANCIAL ASSISTANCE TO HELP WITH THE COSTS OF EXAMS AND LICENSURE**

### **Summary**

Review and discuss Strategic Plan Item 1.4, which seeks to encourage professional associations and private firms to offer financial support to individuals pursuing a career in the field. The discussion will focus on identifying effective strategies for engagement, exploring possible partnerships, and assessing potential barriers.

### **Background**

Strategic Plan Item 1.4 was introduced to address the financial barriers that can limit access to professional licensure, particularly among students and early-career professionals. The cost of exams and application fees could be a challenge with potential impact on diversity, equity, and inclusion in the profession. Encouraging firms and associations to provide scholarships, reimbursements, or stipends can support candidates seeking licensure.

### **Action Requested**

No action is requested.





## **AGENDA ITEM J: REVIEW AND DISCUSS STRATEGIC PLAN ITEM 1.5: RESEARCH THE POSSIBILITY OF ESTABLISHING CONTINUING EDUCATION (CE) REQUIREMENTS**

### **Summary**

Review and discuss Strategic Plan Item 1.5, which is to research the possibility of establishing continuing education (CE) requirements for licensure renewal.

### **Background**

Continuing education is education and/or training taken after initial licensure to assist licensees with staying current in their knowledge. Continuing education ensures that licensees maintain up-to-date knowledge, adapt to changes in practice, and remain informed about legal and ethical obligations. Strategic Plan Item 1.5 proposes to research the feasibility, benefits, challenges, and potential models for implementing CE requirements for landscape architects.

### **Action Requested**

The committee is requested to review and discuss the status and next steps.



## **AGENDA ITEM K: REVIEW AND DISCUSS SUBJECT MATTER EXPERT RECRUITMENT**

### **Summary**

This agenda item provides an update on ongoing efforts to recruit qualified Subject Matter Experts (SMEs) to support the committee. SMEs play a critical role in developing and validating licensure examinations and ensuring alignment with California-specific practices.

### **Background**

SMEs contribute specialized knowledge and field experience to maintain the validity, relevance, and fairness of licensure examinations. They participate in activities such as item writing and exam review to ensure content reflects real-world practice and California-specific requirements. Despite outreach efforts, LATC has received limited interest from licensees in serving as SMEs.

### **Action Requested**

This agenda item is for informational purposes. The committee is invited to promote participation within their professional networks. No formal action is required.



## **AGENDA ITEM L: LEGISLATION UPDATE: AB 1341 (HOOVER) CONTRACTORS: DISCIPLINE FOR BUILDING LAW VIOLATIONS**

### **SUMMARY**

AB 1341 amends Business and Professions Code §7110 to clarify that “building laws of the state”, a basis for disciplinary action under the Contractors’ State License Law, explicitly includes prohibitions against the unlicensed practice of architecture, landscape architecture, engineering, geology, and land surveying. A willful or deliberate violation of these professional practice prohibitions would now also constitute cause for disciplinary proceedings against a licensed contractor.

### **Background**

AB 1341 was introduced by Assemblymember Josh Hoover on February 21, 2025, to clarify and strengthen the disciplinary authority of the Contractors State Licensing Board (CLSB). Under existing law, CSLB may take disciplinary action against licensed contractors who willfully violate California building laws. However, the term “building laws of the state” does not explicitly include the statutory provisions that prohibit the unlicensed practice of professions such as architecture, engineering, land surveying, geology, and related disciplines. AB 1341 seeks to close this gap by affirming that violations involving unlicensed professional practice fall within the scope of enforceable building law violations under CLSB’s authority.

The bill was amended in the Assembly on March 24, April 23, and May 7, 2025, before passing unanimously (70-0) on the Assembly floor on May 15, 2025. AB 1341 is currently pending in the Senate Business, Professions and Economic Development Committee, with the hearing postponed as of June 11, 2025, and last heard on June 30, 2025.

### **Action Requested**

None.



**AGENDA ITEM M: REVIEW OF FUTURE COMMITTEE MEETING DATES**

A schedule of planned meetings and events for 2025 are provided to the Committee.

<b>Date</b>	<b>Event</b>	<b>Location</b>
August 21, 2025	California Architect Board Meeting	Laney College The BEST Center 900 Fallon Street Oakland, CA 94607
September 18-20, 2025	Council of Landscape Architectural Registration Boards	Lexington, Kentucky
October 17, 2025	LATC Meeting	<b>TBD</b>
November 6, 2025	California Architect Board Meeting	Department of Consumer Affairs – Evergreen Office Hearing Room 1150 2005 Evergreen Street Sacramento CA, 95815