

**LANDSCAPE ARCHITECTS COMMITTEE OF THE UNIFIED BOARD OF  
THE DIVISION OF DESIGN PROFESSIONALS WITHIN THE  
DEPARTMENT OF BUSINESS REGULATION (DBR)**

**MINUTES OF THE COMMITTEE MEETING**

**DATE 19 March 2008**

**PLACE 1 Capitol Hill, 2nd Floor Conference Room C, Providence,  
RI**

**MEMBERS PRESENT Mr. Carter, Ms. Bradford, Mr. Pilz and Ms. Votta**

**OTHERS PRESENT Ms. Christina Styron, Administrative Assistant  
Mr. Richard W. Berstein, Legal Counsel  
Mr. Peter W. Dennehy, Legal Counsel**

**AGENDA ITEM 1 Chairman Carter called the meeting to order at 2:10  
PM.**

**Call to Order**

**AGENDA ITEM 2 The Unified Board of Design Professionals accepted  
this Committee's recommended Approval of Minutes minutes of the  
20 February 2008 meeting at their 27 February 2008 meeting.**

**The Unified Board will be approving the forthcoming minutes of this 19 March 2008 meeting at their 26 March 2008 meeting.**

**AGENDA ITEM 3 Because of the nature of the following items, Chairman Carter made a**

**Executive Session motion, seconded by Ms. Votta, to hold an Executive Session**

**according to Section 42-46-5a of the Rhode Island General Laws, for**

**sessions or work sessions pertaining to collective bargaining or litigation**

**under Section 42-46-5(a)(2) and for investigative proceedings regarding**

**allegations of civil or criminal misconduct under Section 42-46-5(a)(4) and**

**the motion was passed unanimously at 3:41 PM.**

**Chairman Carter made a motion, seconded by Ms. Votta, to come out of Executive Session and reconvene to an open meeting pursuant to RIGL §42-46-4. The motion was passed unanimously at 3:51 PM.**

**Chairman Carter made a motion, seconded by Ms. Votta, to seal the executive session and record the votes taken in executive session pursuant to RIGL §42-46-4 and §42-46-5. The motion was passed unanimously.**

## **Record of Votes Taken in Executive Session**

**No votes were taken in Executive Session.**

**AGENDA ITEM 4 1. RIASLA Newsletter was received.**

**Correspondence**

**2. CLARB Member Board E-news was received.**

**AGENDA ITEM 5 1. The Board and Legal Counsel reviewed and made some revisions to a letter to be Applications–LA & COA sent to MA reciprocity applicants Michael Radner and Patrick Maguire whose applications were reviewed and approved in January and February 2008. Ms.**

**Styron will send the letters.**

**2. A reciprocity application for Robert P. Clarke was reviewed. The Committee instructed Ms. Styron to send a verification of examination/registration to the NH Board.**

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**3. A registration application for Joshua Wheeler was reviewed. The Board instructed Ms. Styron to have CLARB verify Section E of the exam.**

**4. A RI State exam application for Kristin Kaczmarek was reviewed.**

**Secretary /Treasurer Pilz made a motion, seconded by Vice Chair Bradford, to approve Ms. Kaczmarek's application to take the RI State exam. The motion was passed unanimously.**

**5. A Certificate of Authorization application for Groundworks Landscape Architecture, Inc. was reviewed.**

**Chairman Carter made a motion, seconded by Vice Chair Bradford, to approve Groundworks Landscape Architecture, Inc.'s COA application pending receipt of a Certificate of Good Standing from the RI Secretary of State's office.. The motion was passed unanimously.**

**6. Chairman Carter made a motion, seconded by Vice Chair Bradford, to modify the action taken on Agenda Item 5. 2. of the 29 January 2008 meeting, Bartsch & Radner Design, Inc., COA application, and keep this application pending until such time that Mr. Radner takes and passes the RI state exam and becomes registered. The motion**

**was passed unanimously.**

## **AGENDA ITEM 6 a. Board reorganization**

### **Old Business**

**Chairman Carter and Vice Chair Bradford gave a brief report of the Unified Board of Design Professionals' 27 February 2008 meeting.**

**Attorney Berstein suggested that he could speak to Director Marques about exploring the possibility of having the Unified Board of Design Professionals give each Committee a delegation of authority to perform pre-existing statutory duties and streamline the functions of the Committees at their next meeting. The Landscape Architects Committee are very receptive to this suggestion.**

**Chairman Carter has spoken to Representative Donald Lally who has indicated interest in introducing a bill to modify the reorganization statute to resolve existing ambiguities.**

### **b. Review & update Rules & Regulations**

**Chairman Carter reported that Vice Chair Bradford has started making comments on the Rules & Regulations document which need to be updated due to the fact that the rules and regulations now conflict with the new law. Vice Chair Bradford has e-mailed the document to the other Committee members who will make their own review and comments at the next meeting.**

## **AGENDA ITEM 7 a. Exam Purchase Agreement**

### **New Business**

**Attorney Dennehy has reviewed the exam Purchase Agreement. Chairman Carter signed the agreement which Ms. Styron will now mail to CLARB.**

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#### **b. Miscellaneous**

**1. Secretary/Treasurer Pilz gave a verbal and written report on the CLARB 2008 Spring Meeting held on 29 February to 1 March 1 2008..**

**Vice Chair Bradford expressed concern about CLARB's process for deciding who are the exam writers and graders. She feels that the Committee should try to keep involved in that process and put names up for suggestion. Secretary/Treasurer Pilz will gather the**

**information on the criteria for graders/writers.**

**c. The next Committee meeting is scheduled for 16 April 2008 at 2:00 PM.**

**AGENDA ITEM I. Chairman Carter made a motion, seconded by Secretary/Treasurer Pilz, to Adjournment adjourn at 4:05 PM. The motion was passed unanimously.**

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