

BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

MINUTES OF THE MEETING OF THE BOARD

DATE 26 October 2011

**PLACE 1511 Pontiac Avenue, Building 69-2 Conference Room,
Cranston, RI**

**MEMBERS PRESENT Chairman John Carter, Vice Chair Sara
Bradford (Present 2:13 to 3:30), Secretary**

**Steven Pilz (Present 3:18 to 3:48) and Board Member Michael
Dowhan**

MEMBERS ABSENT Scott Millar

**OTHERS PRESENT Ms. Christina M. Styron, Administrative
Assistant**

Mrs. Lois A. Marshall, Administrative Assistant

**Mr. Brian J. Riggs, DBR Department Budget Administrator (Present
2:13 to 3:00)**

**AGENDA ITEM 1 Chairman Carter called the meeting to order at 2:13
PM.**

Call to Order

AGENDA ITEM 2 Mr. Dowhan made a motion, seconded by Vice Chair Bradford, to approve the Approval of Minutes Regular and Executive Session minutes of the 28 September 2011 meeting with a

revision on Agenda Item 7 on the Regular minutes and a numbering revision on the

Executive Session minutes. The motion was passed; three in favor. Voting in

favor were Chairman Carter, Vice Chair Bradford and Mr. Dowhan. Mr. Millar and

Secretary Pilz were absent from this vote.

AGENDA ITEM 3 Because of the nature of the following items, Chairman Carter made a Executive Session motion, seconded by Vice Chair Bradford, 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 at 2:32 PM;

three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.

Chairman Carter made a motion, seconded by Vice Chair Bradford, 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; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.

Chairman Carter made a motion, seconded by Vice Chair Bradford, pursuant to RI General Law §42-46-4 that the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford and Mr. Dowhan. Mr. Millar and Secretary Pilz were absent from this vote.

Record of Votes Taken in Executive Session

Executive Agenda Item #3.1. – No votes were taken.

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Executive Agenda Item #3.2. – No votes were taken..

Executive Agenda Item #3.3. - No votes were taken.

Adjournment - Vice Chair Bradford made a motion, seconded by Chairman Carter, to come out of Executive Session and reconvene to an open meeting pursuant to RIGL §42-46-4. The motion was passed; three in favor. Voting in favor were Chairman Carter, Vice Chair Bradford and Mr. Dowhan at 2:41 PM. Mr. Millar and Secretary Pilz were absent from this vote.

In Executive Session open matters (2), there were 0 votes taken. In Executive Session closed matters, there were 0 votes taken.

End of record of votes taken in Executive Session

AGENDA ITEM 4 1. CLARB September & October 2011 Member Board E-News was received.

Correspondence

2. Chairman Carter referred to correspondence received back in

August 2011, from the NY State Board regarding ASLA's efforts to identify a universal designation of "PLA" for licensure for landscape architects. The NY Board is opposed to the use of the term "PLA". Mr. Dowhan reported that that discussion is intensive on this issue and there has been a lot of negative feedback.

AGENDA ITEM 5 a. Rules & Regulations

Old Business

The Board did not hold a workshop today prior to this meeting. Vice Chair Bradford will try to reserve a room at RISD to schedule another workshop on 15 November 2011. She will advise Ms. Styron so that the workshop can be posted.

b. Legislation

There were no legislation updates.

c. Miscellaneous

There were no miscellaneous old business items.

AGENDA ITEM 6 a. Miscellaneous

New Business

1. Informational Bulletin

The Board will continue to work on drafting a new Informational

Bulletin to Cities and Towns.

b. The next Board meeting is scheduled for 23 November 2011.

AGENDA ITEM 7 LA applications

Applications–LA & COA

William Anderson, former license #398, request for reinstatement

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The Board reviewed three (3) examples of work performed during the lapsed period of July 2007 to present Mr. Anderson submitted. We will ask Mr. Anderson to submit a cover letter regarding the samples submitted providing clarification of his involvement and proof of authorship of same.

Michael Weremay, former license #135, request for reinstatement

The Board reviewed seven (7) examples of work performed during the lapsed period of July 2007 to present Mr. Weremay submitted.

Chairman Carter made a motion, seconded by Mr. Dowhan, to approve reinstatement of Michael J. Weremay's former registration #135 reinstatement request. The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz and Mr. Dowhan. Mr. Millar was absent from this vote.

COA applications

The Board reviewed the following initial Corporation/LLC COA applications:

Kyle Zick Landscape Architecture, Inc. listing Kyle S. Zick in responsible charge

Secretary Pilz made a motion, seconded by Mr. Dowhan, to approve the above listed COA application pending receipt of a Certificate of Good Standing from the RI Secretary of State. The motion was passed; three in favor. Voting in favor were Chairman Carter, Secretary Pilz and Mr. Dowhan. Vice Chair Bradford and Mr. Millar were absent from this vote.

The Board reviewed the following initial Sole Proprietor COA application:

Amanda E. Hardy Sloan

Secretary Pilz made a motion, seconded by Mr. Dowhan, to approve the above listed COA application. The motion was passed; three in favor. Voting in favor were Chairman Carter, Secretary Pilz and Mr. Dowhan. Vice Chair Bradford and Mr. Millar were absent from this vote.

The Board reviewed the following amended COA application:

John C. Carter & Co., Inc – adding Kristin L. Kaczmarek as a person in responsible charge along with existing person in responsible charge, John C. Carter

Gates, Leighton & Associates, Inc. – adding Arek W. Galle, Kelly R. Carr, Ashley Iannuccilli and Amanda E. Sloan as persons in responsible charge along with existing persons in responsible charge, Wilfrid L. Gates, Jr. and Donald S. Leighton

Secretary Pilz made a motion, seconded by Mr. Dowhan, to approve the above listed amended COA applications. The motion was passed; three in favor. Voting in favor were Chairman Carter, Secretary Pilz and Mr. Dowhan. Vice Chair Bradford and Mr. Millar were absent from this vote.

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ADJOURNMENT Secretary Pilz made a motion, seconded by Mr. Dowhan, to adjourn at 3:48 Adjournment PM. The motion was passed; three in favor. Voting in favor were Chairman

Carter, Secretary Pilz and Mr. Dowhan. Vice Chair Bradford and Mr. Millar were absent from this vote.

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