

**State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION (DBR)
1511 Pontiac Avenue, Bldg. 68-2
Cranston, Rhode Island 02920**

**Division of
Design Professionals BOARD OF EXAMINERS OF
LANDSCAPE ARCHITECTS**

MINUTES OF THE MEETING OF THE BOARD

DATE: 27 February 2013

**PLACE: 1511 Pontiac Avenue, Building 68-1 Conference Room,
Cranston, RI**

**MEMBERS PRESENT Chair Steven Pilz, Vice-Chair Sara Bradford,
Secretary Michael Dowhan and Member John Carter (Present 2:34
p.m. to 4:00 p.m.)**

MEMBER ABSENT: None

**OTHERS PRESENT: Mrs. Lois A. Marshall, Administrative Assistant
Mrs. Dawne Broadfield, Administrative Assistant II**

**Jenna R. Algee, Esq., Department of Business Regulation (DBR)
Legal Counsel (Present 2:12 p.m. – 3:48 p.m.)**

**Ellen R. Balasco, Esq., Department of Business Regulation (DBR)
Chief of Legal Services (Present 2:20 p.m. – 2:44 p.m.)**

(1) CALLED TO ORDER

Chair Pilz called the meeting to order at 2:12 p.m. The Board welcomed Attorney Algee who will be the Board's Legal Counsel moving forward.

(2) APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING(S)

Vice Chair Bradford moved to approve the Regular minutes of the 28 November 2012 meeting with the striking of the paragraph recording the motion made under the "COA application" category, since no COA applications were reviewed and the Executive Session minutes of the 28 November 2012 meeting. Secretary Dowhan seconded. Motion passed; three (3) in favor, one (1) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford and Secretary Dowhan. Member Carter was absent from this vote.

(3) EXECUTIVE SESSION

Because of the nature of the following items, Chair Pilz moved to convene into Executive Session at 2:20 p.m. pursuant to Rhode Island General Laws, §42-46-5(a) for sessions or work sessions pertaining to collective bargaining or litigation under §42-46-5(a)(2) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Dowhan seconded. Motion passed, three (3) in favor, one (1) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford and Secretary Dowhan. . Member Carter was absent from this vote.

Because of the nature of the following items, Chair Pilz moved to reconvene into Executive Session at 3:14 p.m. pursuant to Rhode Island General Laws, §42-46-5(a) for sessions or work sessions pertaining to collective bargaining or litigation under §42-46-5(a)(2) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Dowhan seconded. Motion passed, four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

02/27/2013, Page 1 of 2

Chair Pilz moved to adjourn from Executive Session and to reconvene to an open meeting at 3:12 p.m. pursuant to RIGL §42-46-4. Vice-Chair Bradford seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

Chair Pilz moved to adjourn from Executive Session and to reconvene to an open meeting at 3:45 p.m. pursuant to RIGL §42-46-4. Secretary Dowhan seconded. Motion passed; three (3) in favor, one (1) abstained. Voting in favor were Chair Pilz, Vice-Chair Bradford, and Secretary Dowhan. Member Carter abstained from coming out of executive session.

(4) CORRESPONDENCE

RIASLA Chapter News January – February 2013 was received.

(5) OLD BUSINESS

a. Rules and Regulations

A workshop to continue the Board's Rules and Regulations discussion and the Ominbus Bill on Thursday, March 14, 2013, at 5:30 p.m. at the office of Veri/Waterman Associates.

b. Legislation – Ominbus Bill Relating to Design Professionals

This item was moved to executive session.

c. Miscellaneous – LAAB request to review proposed changes.

Response received from Mr. Ron Leighton, LAAB Administrator, was continued for further discussion.

(6) NEW BUSINESS

a. Miscellaneous – Massachusetts State exam change.

Ms. Karen Beck notified the Rhode Island Board verbally, to her knowledge, that Massachusetts rescinded their requirement for a Massachusetts State specific exam. This Board thinks that the state specific exam is important evidence of qualification. The Board previously made a determination to leave the state specific exam “as is” by making it mandatory.

b. Next meeting – 27 March 2013

For the record, the January 2013 regular monthly meeting was canceled by the DBR Director.

(7) APPLICATIONS

C.O.A.:

LA COA Applications to be reviewed

Timothy Brown – Sole Proprietorship

Leslie Sherman Costa – Sole Proprietorship

Artemis Landscape Architects, Inc. – Corporation

Joe Casali Engineering, Inc. – Corporation

Klopfer Martin Design Group – COA#LALLC16 – Amended

Adding Sharon Komarow in responsible charge

Vice-Chair Bradford moved to accept all above applications and that the Board Administrators process as required. Secretary Dowhan seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.

(8) ADJOURNMENT

Chair Pilz moved to adjourn the meeting at 4:00 p.m. Secretary Dowhan seconded. Motion passed; four (4) in favor, zero (0) absent. Voting in favor were Chair Pilz, Vice-Chair Bradford, Secretary Dowhan and Member Carter.