

**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**

DATE: 24 June 2015

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

**MEMBERS PRESENT: Chair Michael Dowhan, Vice-Chair Steven Pilz,
Secretary Sara Bradford, and Member John Carter**

MEMBER ABSENT: Margaret E. Ryan

OTHERS PRESENT: Mrs. Dawne Broadfield, Board Executive

**Karen Beck, American Society of Landscape Architects
(ASLA)/Rhode Island Chapter –
(Present from 2:15 p.m. – 3:00 p.m.)**

**(1) CALL TO ORDER – Chair Dowhan called the meeting to order at
2:15 p.m.**

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

Chair Dowhan moved to accept the 27 May 2015 open meeting minutes as written. Secretary Bradford seconded. Motion passed, four (4) in favor, one (1) absent. Voting in favor were Chair Dowhan, Vice-Chair Pilz, Secretary Bradford and Member Carter. Member Ryan was absent from this vote.

(3) APPLICATIONS

LA Registration by Exam

1. Kathryn Foley

Chair Dowhan moved to accept the application for initial registration for Kathryn Foley. Vice-Chair Pilz seconded. Motion passed, four (4) in favor, one (1) absent. Voting in favor were Chair Dowhan, Vice-Chair Pilz, Secretary Bradford and Member Carter. Member Ryan was absent from this vote.

(4) OLD BUSINESS

1. Rules and Regulations – Chair Dowhan will circulate the last draft for review.

a. Certificate of Authorization (COA) Application Supplemental Form for the person/people in Responsible Charge – This is not under consideration at this time.

The Board reviewed the “draft informational bulletin” and made some suggested changes. Chair Dowhan will incorporate those changes into the draft for the next meeting. This is a notification of the responsible charge requirement and who has the responsibility when there is a change in responsible charge. When finalized, it will be

e-mailed to all active registered Landscape Architects and posted on the Board's website.

b. COA – Changes to be made to the Initial and Renewal Applications. The suggested changes to the applications were reviewed and more changes were suggested. Those changes will be incorporated and reviewed again at the next meeting. Question #1 will be sent to Attorney Algee to ask if there is any legal foundation for have the question to be on the application.

2. The issue of Professional Engineers stepping “over the line” and submitting planting plans on storm water management and wetland projects without a Landscape Architect stamp/design was brought to the Board for discussion. This matter was discussed. Member Carter will respond to Elena M. Pascarella's concerns. This item was removed from the agenda.

3. 2015 Legislation

The Department of Business Regulation (DBR) House bill removing the duplicate license fees was signed by the Governor on 17 June 2015. The Senate bill was transmitted to the Governor for her signature 17 June 2015.

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(5) NEW BUSINESS

1. Next meeting – 22 July 2015 – The 26 August 2015 is canceled.

2. Karen Beck, American Society of Landscape Architects (ASLA)/Rhode Island Chapter, came before the Board to discuss the need to continue administering the RI State Supplemental Exam (RI SSE). Ms. Beck has been conducting the national exam review (L.A.R.E.) and the RI SSE review. Ms. Beck does not believe that Rhode Island should continue to administer the RI SSE. Only twelve (12) states are administering the “state” exam. Ms. Beck asked the Board if what is being tested truly protects the Health, Safety and Welfare (HSW) of the public on a level above the national exam (L.A.R.E.). Ms. Beck feels that the landscape architects will learn through the “permitting” process. Ms. Beck also feels that this is a barrier to reciprocity.

Ms. Beck suggested that if the Board continues to administer the RI SSE that the Board develop a “study guide” for the applicants’ use. The applicants are finding that there is not enough information being provided by the State Board. The applicants do not know what is being tested and do not have materials to study.

The Board will take Ms. Beck’s request into consideration and will add this to the Board’s next agenda for discussion.

(6) CORRESPONDENCE

- 1. CLARB April 2015 Member Board E-News – So noted.**
- 2. CLARB – Committee on Nominations Election Ballot – Due by July 17, 2015 – Vice-Chair Pilz with complete the ballot and return it to**

CLARB.

(7) EXECUTIVE SESSION

The Board will also discuss the following matters in closed session pursuant to RI General Laws §42-46-5(a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. There was no executive session agenda. Therefore, the Board did not convene.

(8) ADJOURNMENT

Chair Dowhan moved to adjourn the meeting at 3:58 p.m. Vice-Chair Pilz seconded. Motion passed, four (4) in favor, one (1) absent. Voting in favor were Chair Dowhan, Vice-Chair Pilz, Secretary Bradford and Member Carter. Member Ryan was absent from this vote.

