



**STATE OF WASHINGTON  
DEPARTMENT OF LICENSING  
WASHINGTON BOARD OF LICENSURE FOR  
LANDSCAPE ARCHITECTS  
REGULAR BOARD MEETING MINUTES**

**DATE:** November 9, 2023  
**TIME:** 10:00 a.m.  
**LOCATION:** Virtual via Microsoft Teams

**BOARD MEMBERS:** Curtis LaPierre, Chair  
Daren Crabill, Vice Chair  
Sharon Robinson-Losey, Secretary (arrived late)  
Lindsey Solorio, Board Member  
Jason Anderson, Board Member (arrived late)

**STAFF MEMBERS:** Sydney Muhle, Program Specialist  
Susan Nieves, Program Specialist  
Julia Manley, Assistant Administrator  
Lauren Gilmore, Legislative, Policy, and Regulatory  
Review Analyst

**1. Call to Order**

Chair Curtis LaPierre called the meeting to order at **10:00 a.m.**

**2. Roll Call**

Program Specialist Susan Nieves conducted roll call. All Board members were present except for Secretary Sharon Robinson-Losey and Board Member Jason Anderson, who both arrived late.

**3. Approval of Agenda**

Vice Chair Daren Crabill made a **MOTION** to approve the agenda as presented. Board Member Lindsey Solorio **SECONDED** the motion, and it was **APPROVED** by a vote of 3-0.

**4. Approval of Minutes**

**4.1. Regular Meeting Minutes of August 10, 2023**

Vice Chair Crabill made a **MOTION** to approve the minutes as presented. Board Member Solorio **SECONDED** the motion, and it was **APPROVED** by a vote of 3-0.

## **5. Awards/Recognition**

Board Secretary Sharon Robinson-Losey joined the meeting at 10:07 a.m.

### **5.1. Recognition of Deborah Peter's Service with the Board**

*Board Member Peter's term with the Board expired on September 5, 2023. Board Members and staff may share appreciation for her service and departing thoughts.*

Staff presented a plaque to Ms. Peters, commemorating her long service to the Board. Board members and staff thanked Ms. Peters for her many contributions and valuable mentorship.

### **5.2. Welcoming New Board Members**

*Jason Anderson was appointed to the Board as of July 12, 2023. Lindsey Solorio was appointed to the Board as of September 6, 2023. This is an opportunity for them to introduce themselves to the Board and the public.*

Program Specialist Sydney Muhle announced the appointment of two new Board members. She then introduced and welcomed Board Member Jason Anderson and Board Member Lindsey Solorio.

Board Member Solorio shared with the Board her background and what she looked forward to as a new member.

### **5.3. Introduction to new Boards, Commissions and Outreach Team Member**

*Program Specialist Jason Lenn was hired on September 16, 2023, as the Military and Military Spouse Engagement Coordinator.*

Mr. Lenn shared his background and a synopsis of his new role as the Department of Licensing (DOL) Military and Military Spouse Engagement Coordinator.

Mr. Lenn reminded the Board to take the Military Spouse Cultural Competency training that had been sent out via email.

## **6. Old Business**

### **6.1. Outreach Update**

*Board members will provide updates regarding outreach activities.*

Chair LaPierre and Vice Chair Crabill said they had not heard back from the University of Washington (UW) regarding scheduling Board outreach opportunities.

Chair LaPierre and Vice Chair Crabill said they would reach out to the universities as the schools were in session. Board Member Solorio offered to assist with outreach to UW.

Chair LaPierre provided a review of his outreach experience to the University of Idaho.

## **6.2. Council of Landscape Architectural Registration Boards (CLARB) Annual Meeting Report**

*Board and staff members who attended the CLARB Annual Meeting will provide a report from the event.*

Chair LaPierre, Secretary Robinson-Losey and Assistant Administrator Julia Manley reported on their experience attending the CLARB Annual Meeting.

## **7. New Business**

### **7.1. 2024 Meeting Schedule**

*Board staff will present proposed board meeting dates for 2024 to the Board.*

The Board discussed the meeting calendar as presented and time of day for meetings to start. They agreed to keep the proposed 10:00 a.m. start time. Ms. Nieves and Ms. Muhle said calendar invitations for meetings would be sent out at the end of the year, and asked Board members to contact staff if they had not received the invitations by the beginning of 2024.

Vice Chair Crabill made a **MOTION** to approve the meeting dates as proposed. Board Member Solorio **SECONDED** the motion, and it was **APPROVED** by a vote of 4-0.

### **7.2. 2024 Board Goals**

*The Board will review its established priorities and set goals for 2024.*

Ms. Muhle presented the 2023 Goals to the Board and there was discussion with the Board on which items would be carried over into 2024.

The Board discussed re-wording the priority “Re-think Washington Chapter of American Society of Landscape Architects (WASLA) interactions” to “Maximize efficiency of WASLA interactions,” for clarity.

Chair LaPierre, Vice Chair Crabill, and Ms. Muhle provided additional context to some of the items for the new Board members.

## **8. Reports**

### **8.1. Committee/Task Force Report**

#### **8.1.1. Washington Administrative Code (WAC) Review Committee Report**

Ms. Muhle provided historical information on the Committee’s work and detailed the next steps. She said a report would be provided during the next meeting.

### **8.2. Central Investigation and Audits Unit Report**

#### **8.2.1. Complaint Status Report**

Ms. Muhle reviewed the Complaint Status Report with the Board.

### **8.3. Licensing and Customer Support Services Report**

#### **8.3.1. Licensee Count Report**

Ms. Muhle reviewed the Licensee Count Report with the Board.

Board Member Anderson joined the meeting at 10:46 a.m.

#### **8.3.2. Licensee Demographic Discussion**

Chair LaPierre expressed concerns regarding the decrease in new licensees, compared with the high number of current licensees nearing retirement age. The Board discussed potential reasons for the reduction in younger licensees, and outreach options to increase young people's interest in the industry.

Vice Chair Crabill suggested getting data on the number of people performing landscape architect work without a license, for example those working at a large firm where licensure is not required, to get a full picture of the industry.

Board Member Anderson asked for age demographic data on examinees.

**ACTION ITEM:** Staff to request age demographic data for examinees from CLARB.

## **8.4. Boards Commissions Outreach Report**

### **8.4.1. House Bill (HB) 1301: Professional Licenses Review**

Legislative Policy and Regulatory Review Analyst Lauren Gilmore addressed the Board and provided information on HB 1301, and DOL's plans to implement the Professional License Review. Ms. Gilmore encouraged the Board to contact her and Management Analyst Austin Koller with any questions about the bill.

Staff and the Board discussed the potential for deregulation, based on the verbiage of the bill. Staff assured the Board that the intent of the Professional License Review was not to aim for deregulation, but rather to assess all licensee types under DOL for whether licensure was necessary and the need for DOL to support each program.

Vice Chair Crabill asked if it would be appropriate for the Board to do outreach regarding HB 1301 to include through WASLA. Ms. Muhle said she would discuss this with Ms. Gilmore to determine what the public outreach campaign would involve.

**ACTION ITEM:** Staff to determine the Board's role regarding HB 1301 outreach.

### **8.4.2. Review of the Master Action Item List**

Ms. Nieves reviewed the Master Action Item List with the Board.

## **9. Public Comments**

*The public may address the Board on matters within the Board's jurisdiction, either verbally during the meeting or by submitting written comments in advance. Verbal comments are limited to one three-minute comment. Written comments are limited to no more than 500 words and must be emailed to [DOLBoards@dol.wa.gov](mailto:DOLBoards@dol.wa.gov) no less than two business days prior to the meeting with the subject line "Public Comment: Landscape Architect Board". In response to all public comments, the Board is limited to requesting that the matter be added to a future agenda for discussion or directing staff to study the matter further. Inflammatory comments and language will not be permitted.*

There were no verbal or written comments from the public.

**10. Conclusion**

**10.1. Announcements**

Chair LaPierre welcomed Board Member Anderson to the Board.

**10.2. Requests for Future Agenda Items**

None.

**10.3. Review of Action Items and Items for Next Meeting**

Ms. Nieves reviewed the new action items from the meeting:

- Staff to request age demographic data for examinees from CLARB.
- Ms. Muhle and Ms. Manley to discuss and finalize WAC review.
- Board staff to determine Board member participation in the professional license review process for HB 1301.
- Board staff to troubleshoot connection issues with Board Member Anderson prior to the next meeting.

Ms. Nieves reviewed the new agenda items for the next meeting:

- Licensee demographics discussion.
- Board outreach for HB 1301.

**11. Adjournment**

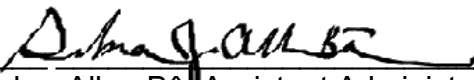
Chair LaPierre adjourned the meeting at **11:20 a.m.**

**Next Board Meeting:**

February 8, 2024

10:00 a.m.

Virtual, via Microsoft Teams

Submitted by:   
Debra Allen-Ba, Assistant Administrator

02-08-2024  
Date

Approved by:   
Curtis LaPierre, Chair

02-08-2024  
Date