



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

**WASHINGTON BOARD OF LICENSURE FOR
LANDSCAPE ARCHITECTS
MEETING MINUTES
REGULAR BOARD MEETING**

DATE: October 17, 2014

TIME: 9:30 a.m.

LOCATION: Department of Licensing
405 Black Lake Blvd. SW
Building 2, Conf. Room 2105
Olympia, WA

PRESENT: Deborah Peters, Chair
Len Zickler, Vice Chair
Karen Kiest, Member

ABSENT: Bill Bernstein, Secretary

STAFF PRESENT: Lorin Doyle, Administrator
Rick Storvick, Assistant Administrator
Autumn Dryden, Administrative Assistant
Lily Reinecke, Administrative Assistant

OTHERS PRESENT: Naomi Goodman, Assn. of Professional Landscape Designers - WA
Vaughn Rinner, WA Chapter of the American Society of
Landscape Architects
David J. Bollinger, Landscape Architect Board applicant

1. Call to Order 9:35 AM

1.1. Introduction of Visitors

Board members, guests, and staff introduced themselves. Board members participated in the meeting telephonically.

1.2. Order of Agenda

Mr. Zickler made a MOTION to accept the agenda as presented. Ms. Kiest seconded the MOTION and it passed.

1.3. Approval of Minutes: July 18, 2014

Ms. Kiest made a MOTION to accept the minutes as presented. Mr. Zickler seconded the MOTION and it passed.

1.4. Review of Communications – Ms. Peters reported on the correspondence (in packet) from the Washington State Nursery & Landscape Association (WSNLA) and the Association of Professional Landscape Designers Washington Chapter (APLDWA), as well as her responses to them regarding their concerns about the board's proposed changes to the 'Guidelines for Building Officials' website.

2. Public Comment

Visitors commented on their reasons for attending the board meeting.

3. New Business

3.1. CLARB Annual Meeting Report – Chair Peters reported that she, Ms. Kiest and Mr. Zickler attended the annual Council of Landscape Architectural Registration Boards (CLARB) meeting last month. The agenda included Region 5 Reports, Leadership and Governing Structure, Communications and the use of the web. She also reported that she learned the importance of international focus, because of the expected demographic changes and diversity of future leadership.

Action Item: Staff will get the PowerPoint presentation shown at the CLARB meetings regarding changing demographics to share with the board.

3.2. Meeting Schedule in 2015 – Board members discussed possible dates for the quarterly board meetings next year and decided on the following:

- January 23
- April 17 (at University of Washington with students)
- July 24
- October 16 or 23 (at Washington State University (WSU) with students. Date to be decided at the April meeting after contacting WSU.)

Action Item: Mr. Zickler will contact WSU regarding scheduling the October board meeting there.

4. Old Business

4.1. Review master action items list

The master action items list was reviewed.

4.2. Building Officials Website Updates

Ms. Kiest and Ms. Peters presented proposed updates to the “Roles and Responsibilities of a Landscape Architect” language. Their resources included feedback from the allied professions and the actual statute language.

The board recommended the following change under “Subjects typically addressed by landscape architects”:

- “Site construction ~~management~~ observation”

Action Item: Staff will send revisions to the Assistant Attorney General for review and approval before posting it to the website.

5. Complaint Cases for Review* - None

6. Legal Issues for Deliberation*

6.1. Orders to be presented - None.

7. Disciplinary and Investigation Reports

7.1. Closed session deliberation report (only necessary if a closed session is held)
No business.

7.2. Disciplinary cases report
No business.

7.3. Administrative closures report
No business.

8. Assistant Attorney General’s Report

9. Committee/Task Force Reports

9.1. Joint board subcommittee – A meeting will be scheduled in 2015.

10. Board Administrator’s Report

10.1. Program Operations – Staff reported that the Engineers Board will be joining the Design, Funeral & Collections Section in January and the work team will be renamed the Regulatory Boards Section. Staff explained that the Engineers Board is coming fully staffed, so there will be very little impact on the section’s existing boards and staff.

10.1.1. Financial Report
Packet item; no action

10.1.2. Licensing and application statistics

Packet item; no action

10.1.3. Legislative Update
No action

10.2. Department of Licensing
No business

10.3. Other Items
No business

11. Other Business

11.1. Action items from this meeting
Action items were reviewed and will be added to the master action items list

11.2. Agenda items for next meeting - None

11.3. Any other business

12. Adjournment 10:57 AM

Approved by:

Lorin Doyle, Administrator

Date

Deborah Peters, Chair

Date