



STATE OF WASHINGTON  
**DEPARTMENT OF LICENSING**

**WASHINGTON BOARD OF REGISTRATION FOR  
LANDSCAPE ARCHITECTS**

**MEETING MINUTES  
REGULAR BOARD MEETING**

**DATE:** August 13, 2009

**TIME:** 9:30 a.m.

**LOCATION:** Black Lake Fire Department  
Station 95  
5911 Black Lake Blvd. SW  
Olympia, WA 98512

**Present:** Fred Glick, Chair  
Thomas Sherry, Vice Chair  
Bill Bernstein, Member  
Karen Kiest, Member

**Also Present:** Joe Vincent Jr., Executive Administrator  
Lorin Doyle, Deputy Administrator  
Erica Hansen, Administrative Assistant  
Jerry Anderson, Assistant Attorney General  
Sabrina Jackson, Program Representative  
Sherri Lonsbery, Management Analyst

**AGENDA:**

**OPEN SESSION.....9:32 AM**

**1. Call to Order**

1.1. Introduction of visitors and new board members

The board welcomed newly appointed board members Karen Kiest and Bill Bernstein. Jerry Anderson, AAG, introduced himself to the board and reported he will be acting temporarily as the Landscape Architect Board Advising Attorney until a permanent replacement is hired.

1.2. Order of Agenda

Tom Sherry made a MOTION to accept the order of the agenda as presented. Bill Bernstein SECONDED the MOTION and it passes.

1.3. Approval of Minutes, April 16, 2009

Tom Sherry made a MOTION to approve the minutes as presented. Bill Bernstein SECONDED the MOTION and it passed.

1.4. Review of Communications

No Business

**2. Hearings/Rule Adoptions/BAP Appeals/Public Presentations**

No Business

**CLOSED / EXECUTIVE SESSION 9:40 AM**

**3. Complaints / Investigations**

**4. Legal Issues and / or Deliberation**

**OPEN SESSION**

The board accepted the case manager's recommendation and closed case #2009-04-1300-00LAN. The Board requested staff send a letter regarding the legal requirements of title use.

**Staff Action Item: Staff will send an informative letter regarding the use of the title "landscape architect" to the respondent in case #2009-04-1300-00LAN**

**5. Disciplinary and Investigation Items**

5.1. Administratively-closed complaints

Lorin Doyle reported the administrative closure of the following cases:

2009-05-1300-00LAN

2009-07-1301-00LAN

**6. Assistant Attorney General's Report**

No Report

**7. Committee Reports**

No Report

## **8. Board Administrator's Report**

### 8.1. Board Operations

#### 8.1.1. Statistics – Professions Status Report

Current statistic and status reports were provided in the meeting packet.

#### 8.1.2. Licensing trends

A current report on licensing trends was provided in the meeting packet.

#### 8.1.3. Financial Report

A summary financial report was provided in the meeting packet.

### 8.2. Administrative Matters/Legislation

Joe Vincent, Jr. reported on the department's progress implementing the landscape architect practice act.

### 8.3. Business and Professions Division

No Business

### 8.4. Department of Licensing

#### 8.4.1. Rule Adoption – New Fees

Joe Vincent, Jr. reported the new fee increase will take effect August 17, 2009.

### 8.5. Board / Staff Travel

No business

### 8.6. Other items

No business

## **9. Old Business**

### 9.1. SSB 5273 Landscape Architect Practice Act Legislation

Joe Vincent, Jr. reported the timeline for implementing the practice act.

### 9.2. Board policies adopting CLARB standards

### 9.3. CLARB exam administration

### 9.4. Complaint thresholding procedure

The board was provided final versions of the policies and procedures developed at the previous board meeting.

## 10. New Business

### 10.1. CLARB 2009 Annual Meeting

The board discussed participation in the 2009 CLARB annual meeting September 10-12 in Seattle.

Staff Action Item: Erica will contact Bill on Monday to confirm CLARB attendance.

### 10.2. Board Member Vacancy Update

Two new board members were recently appointed by the Governor. Karen Kiest and Bill Bernstein were introduced at the beginning of the meeting.

Joe Vincent, Jr. reported the department issued a press release regarding the need for a public member.

### 10.3. Committee Assignments Discussion

No business

### 10.4. Rule development for SSB 5273

The board reviewed and discussed draft language for rules governing the Landscape Architect practice act.

Staff Action Item: Staff will create a table of continuing education requirements, comparing proposed Washington with Oregon and Alaska.

## 11. Other Business

### 11.1. Review of master action item list

No business

### 11.2. Action items from this meeting

The action items from this meeting will be added to the master list.

### 11.3. Agenda items for next meeting

No business

### 11.4. Any other business

No business

## 12. Adjournment 3 PM