



STATE OF WASHINGTON  
**DEPARTMENT OF LICENSING**

**WASHINGTON BOARD OF LICENSURE FOR  
LANDSCAPE ARCHITECTS  
REGULAR BOARD MEETING  
Meeting Minutes**

**DATE:** October 23, 2020

**TIME:** 9:00 A.M.

**LOCATION:** Video Conference

**BOARD MEMBERS**

**PRESENT:**

Len Zickler, Chair  
Deborah Peters, Vice Chair  
Curtis LaPierre, Member  
Daren Crabill, Member

**BOARD MEMBERS ABSENT:** Sharon Robinson-Losey, Public member

**STAFF PRESENT:**

Julia Manley, Assistant Administrator  
Rick Storvick, Administrator  
Kimberly Hall, Administrative Assistant

**1. Call to Order 9:00 a.m.**

1.1. Introductions

Ms. Hall took attendance of Board members and staff.

1.2. Order of Agenda

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

1.3. Approval of Minutes: July 30, 2020

Ms. Peters suggested an edit to the minutes. Mr. Crabill made a MOTION to accept the minutes as presented. Ms. Peters seconded the MOTION and it passed

1.4. Review of Communications

Ms. Manley discussed a communication received from a landscape architect licensee regarding building officials not accepting their stamp on ADA related designs

## **2. New Business**

### **2.1. CLARB Virtual Annual Meeting Report out**

Ms. Manley, Ms. Peters, and Mr. LaPierre attended the virtual CLARB meeting. Ms. Peters said the virtual meetings are shorter and cover less information; focus was remote proctoring. She is looking forward to returning to the in-person meetings. Mr. LaPierre reported that the information on remote proctoring interesting and sees the value for those examinees in states like Alaska and Montana, where there are few testing centers. He also felt that the online meeting was not as effective as in person because it allowed for too many distractions from competing responsibilities. Ms. Manley seconded the board members thoughts on looking forward to the in-person meetings and on remote proctoring.

The Annual meeting did announce the results of the CLARB Annual Elections:

President-Elect: Chuck Smith

Leadership Advisory Council Members: Julie Hildebrand and Carrie Rybczynski

### **2.2. 2021 Meeting Schedule**

Ms. Hall requested next year's meetings start at 10 am, which the board approved. The Board chose to set the 2021 meeting dates on January 22, April 30, July 30, and October 29. The meetings will be held virtual until further notice.

## **3. Old Business**

### **3.1. Review Master Action Items List**

Ms. Hall reviewed the action items.

## **4. Complaint Cases for Review \***

None.

## **5. Legal Issues for Deliberation\***

None.

## **6. Disciplinary and Investigation Reports**

### **6.1. Closed Session Deliberation Report**

None.

### **6.2. Disciplinary Cases Report**

Ms. Manley advised that a team has been put together to work on creating the reports and that will be their main focus.

### **6.3. Administrative Closures Report**

None.

## **7. Assistant Attorney General's Report**

None.

**8. Committee/Task Force Reports**

None.

**9. Board Staff's Report****9.1. Program Operations**

Ms. Manley pulled licensee information. 195 Active licenses and 1,600 inactive/retired licensees.

**9.2. Department of Licensing**

Ms. Manley informed the Board that staff will be teleworking until the middle of next year.

**9.3. Other Items**

Ms. Manley will continue to act as the Assistant Administrator.

**10. Other Business****10.1. Any Other Business**

None.

**10.2. Action Items From This Meeting**

- Ms. Manley will email board examples of Mission statements.
- Ms. Manley will email DOH regarding splash pads.

**10.3. Agenda Items For Next Meeting**

- Discussion on Mission Statement

**11. Public Comment/Presentations**

None.

**12. Adjourn Business Meeting 9:25 a.m.**

Approved by:

  
 \_\_\_\_\_  
 Julia Manley, Board Lead

01/25/2021

Date

  
 \_\_\_\_\_  
 Len Zickler, Chair

01.22.21

Date