



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING**

**Washington Board of Licensure for Landscape Architects
MEETING MINUTES**

DATE: October 29, 2021
TIME: 10:00 AM
LOCATION: Zoom Video Conference

BOARD MEMBERS PRESENT: Deborah Peters, Chair
Sharon Robinson-Losey, Vice Chair
Curtis LaPierre, Member
Daren Crabill, Member
Len Zickler, Member

STAFF PRESENT: Julia Manley, Assistant Administrator
Rick Storvick, Administrator
Kimberly Hall, Administrative Assistant

GUESTS PRESENT: None.

1. Call to Order 10:02 am

1.1. Introductions

Ms. Hall took attendance of Board members and staff.

1.2. Order of agenda

MOTION: Mr. LaPierre made a **MOTION** to approve the agenda as presented.
Mr. Crabill seconded the **MOTION**, and it passed.

1.3. Approval of minutes: July 30, 2021.

MOTION: Mr. LaPierre made a **MOTION** to approve the minutes as presented.
Ms. Robinson-Losey seconded the **MOTION**, and it passed.

1.4. Review Communications

No communications.

2. Public Comment Opportunity

None.

3. New Business

3.1. 2021 CLARB Annual Meeting Report

Ms. Peter's provided highlights from the annual meeting. Ms. Manley added some additional input. Mr. LaPierre thought the meeting went well.

3.1.1. CLARB Uniform Standards Discussion

The board will setup a committee to review the model language.

3.1.2. Election Results

Ms. Peters announced the election results from the CLARB meeting.

3.1.3. Future Annual Meeting Locations

Ms. Manley shared the upcoming annual meeting locations.

Action Item: Board voting for model language

3.2. 2022 Meeting Planning

Ms. Hall proposed the 2022 meeting dates. The board agreed to move meetings to Thursdays agreed on holding the virtual meetings on 1/27/22, 4/21/22, 7/28/22, and 10/27/22 all starting at 10:00 am.

4. Old Business

4.1. Review Master Action Items List

Ms. Hall reviewed the action items.

5. Complaint Cases for Review*

None.

6. Legal Issues for Deliberation*

None.

7. Disciplinary & Investigation Items

7.1. Closed Session Deliberation Report

None.

7.2. Current cases disciplinary report

One open case that is currently under review by a case manager.

7.3. Administrative Closures Report

None.

8. Assistant Attorney General's Reports

None.

9. Committee/Task Force Reports

9.1. Mission Statement

Ms. Peters shared the mission statement: The Washington State Board of Landscape Architects regulates the landscape architecture profession to foster the health, safety, and welfare of the State of Washington.

MOTION: Mr. Zickler made a **MOTION** to approve the mission statement as presented. Ms. Robinson-Losey seconded the **MOTION**, and it passed.

9.2. Charter Review Committee

Ms. Peters shared the changes that were made to the Charter.

9.3. WAC Review Committee

The committee is still working on what will happen on a national level before making changes on the state level.

10. Board Executive's Report

10.1. Program Operations

Ms. Manley provided an update on the division's functional alignment.

10.2. Department of Licensing

Ms. Manley provided licensing statistics.

10.3. Other Items

None.

11. Other Business

11.1. Action items from this meeting

- Arrange travel
- Form a committee to review the CLARB Uniform Standard Update before January 2022 board meeting

11.2. Agenda items for next meeting

- Vote on CLARB Uniform Standards Changes
- Committee updates

11.3. Any other business

None

12. Adjournment

11:01 AM

*The Board may enter closed session to discuss disciplinary proceedings.

Next Board Meeting:

January 27, 2022

TEAMS Virtual Conference



Submitted by: _____
Julia Manley, Assistant Administrator

1/28/21

Date



Approved by: _____
Deborah Peters, Chair

11/18/2021

Date