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**MINUTES**  
**BOARD OF LANDSCAPE ARCHITECTURE**

General Business Meeting  
Mission Inn Resort & Club  
10400 County Road 48  
Howey-In-The-Hills, Florida 34737  
Friday, January 13, 2017  
At 9:00 a.m.

11 **Call to Order**

12  
13 Mr. Kissinger, Vice-chair, called the meeting to order at 9:00 a.m.  
14

15 **Members Present**

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17 Mr. Joseph Delate, Chair  
18 Mr. Michael Kroll  
19 Mr. Richard Conant  
20 Mr. Phillip Smith  
21 Mr. David Powell  
22

23 **Members Absent**

24 Mr. Paul Kissinger-Vice Chair - Excused  
25 Mr. Brian Thomas Donovan - Excused  
26

27 **Others Present**

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29 Ms. Ruthanne Christie, Executive Director  
30 Ms. Stacey Buccieri, Government Analyst II  
31 Ms. Amanda Senn, Government Analyst I  
32 Ms. Deborah Loucks, Assistant Attorney General  
33

34 **Review of Applications**

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36 **Sheri French, Endorsement**

37 MOTION: Mr. Kroll moved to allow Ms. French to sit for the Florida examination  
38 and that her application would be approved and contingent on completion of the  
39 required one year of direct supervision by a licensed landscape architect in the  
40 State of Florida and a passing score on the Florida exam.  
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42 SECOND: Mr. Smith.

43 The motion passed unanimously.  
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47 **Jeremy Ringer- Review of application**  
48 MOTION: Mr. Conant moved to continue the application to the February 14, 2017  
49 conference call.

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51 SECOND: Mr. Powell.  
52 Motion passed unanimously.

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54 **Ratification List - Continuing Education**

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56 MOTION: Mr. Kroll moved to approve the continuing education list.

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58 SECOND: Mr. Conant.  
59 Motion passed unanimously.

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61 **Approval of August 2016 Meeting Minutes**

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63 MOTION: Mr. Smith moved to approve the minutes as written.

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65 SECOND: Mr. Powell.  
66 Motion passed unanimously.

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68 **Reports**

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70 **Rules Report**

71 Ms. Loucks presented rules report. There was no comment.

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73 **Financial Report**

74 Ms. Christie reviewed the 1<sup>st</sup> Quarter Financial Reports, which included the  
75 Operating Account and Unlicensed Activity Account, she informed the Board that  
76 the \$5 ULA fee could be waived during the 2017 renewal cycle. The Board asked  
77 Ms. Christie to research a 1 time renewal fee reduction for the 2017 cycle.

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79 **New Business**

80 CLARB Nominations – Joseph Delate and Paul Kissinger were nominated  
81 Region 3 Alternate Director.

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83 MOTION: Mr. Powell moved to approve the nominations.

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85 SECOND: Mr. Kroll seconded the motion and it passed unanimously.

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87 **Next Meeting**

88 The Board agreed the next meeting will be on February 14, 2017 via telephone  
89 conference.

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91 **Public Comment**

92 None

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**Old Business**

**61G10-18.006 Approval of Continuing Education Courses.**

(1) Application for approval of each continuing education course offered by an approved provider shall be made on the Course Approval Application, Form DBPR LA 2, incorporated by reference in DBPR Rule 61-35.017, F.A.C., a copy of which can be obtained from the Board Office.

(2) Continuing education courses shall expire two years from the date of approval. Continuing education providers shall reapply for approval of any course that has expired by complying with Rule 61G10-18.006, F.A.C., unless exempt by Rule 61G10-18.002, F.A.C.

(3) The application shall be submitted no later than 60 days prior to the next scheduled Board meeting at which the application is to be considered for approval. It shall include:

- (a) A description of the subject or subjects to be covered;
- (b) An outline of the course which includes the subjects, topics, and subtopics to be presented;
- (c) A current bibliography;
- (d) The names of each proposed instructor and alternate instructor with the education, experience, publication lists and other information relative to his or her qualifications to teach the particular course; and
- (e) The total hours of instruction which will be given.
- (f) If the course is to be delivered by distanced learning: the means by which the course will demonstrate student involvement, and addresses comprehension of content at regular intervals.

(g) If a course has approval by the American Society of Landscape Architects (ASLA) as a course in the Landscape Architecture Continuing Education System (LACES) the provider may submit a copy of the LACES approval email from the ASLA in lieu of items listed above in (3)(a) – (e).

MOTION: Mr. Conant voted to approve the proposed rule language and start the rule change process.

SECOND: Mr. Powell seconded the motion and it passed unanimously.

The Board stated there was no adverse financial impact in excess of \$200,000 in one year or \$500,000 over five years and no Statement of Estimated Regulatory Costs was required.

**Adjourn**

MOTION: Mr. Kissinger moved to adjourn the meeting.

SECOND: Mr. Smith seconded the motion and it passed unanimously.