

MINUTES

BOARD OF LANDSCAPE ARCHTECTURE

**TELEPHONE CONFERENCE CALL
850.922.2903 OR TOLL FREE 800.416.4254**

**GENERAL BUSINESS MEETING
June 21, 2005**

Call To Order

Ms. Walter called the meeting to order at 10:05 a.m.

Members Present

Collene Walter
Elizabeth Gillick
Elizabeth Marshall-Beasley
Phillip Graham

Members Absent

Paul Davis

Others Present

Diane Guillemettee, Board Counsel
Juanita Chastain, Executive Director
Linda Tinsley, Government Analyst
Jeff Castor

Review of Continuing Education Courses

American Society of Landscape Architects/Florida Chapter

MOTION: Ms. Marshall-Beasley made a motion to approve the following courses submitted by the ASLA/ Florida Chapter.

SECOND: Mr. Graham seconded the motion and the motion passed unanimously.

***Child and Youth Friendly Communities: Principles and Projects – 2 hours
Advanced Building Code: Pools & Spas – 2 hours***

PSMJ Resources, Inc.

MOTION: Ms. Marshall-Beasley made a motion to approve the following continuing education courses for renewal.

SECOND: Mr. Graham seconded the motion and the motion passed unanimously.

Business Development for Principles & Project Managers – 12 hours

Successful Financial Management for Professionals – 16 hours

Principals Bootcamp – 16 hours

Project Management Bootcamp – 16 hours

CEO Ownership Transition Roundtable – 15.5 hours

CEO Mergers & Acquisitions Roundtable – 15.5

Strategic Alliance Conference – 7 hours

Ms. Marshall-Beasley advised the board that a group had submitted several course outlines that were not brought before the board because there were two (2) outstanding questions. She advised the board that they had not submitted an outline with course content. She stated that they submitted a class overview of what the course was about but there was not a course outline or any other means to inform the board what the course content was. She stated that the resource material was instructor experience. Ms. Marshall-Beasley advised the board that Alexandra asked the provider to provide an expanded outline or additional material and the provider responded by asking, “ don’t you know who the instructors are.” Ms. Marshall-Beasley stated that the provider responded to their request by stating this is what you get. Ms. Marshall-Beasley stated that she needed guidance from the board.

Ms. Walter advised the board that the rule was clear that the provider must submit a description of the subject and an outline.

Ms. Gillick stated that the rule was clear the provider must provide a description of the subject matter and an outline of the course.

Ms. Walter stated that the rule reads that the provider must provide information on the instructor such as experience or enclose a publication list from the instructor. She stated that if there was a publication the instructor had written and that was used as a basis for teaching the course the rule does allow that to be used.

Ms. Guillemette advised the board that they had some alternatives regarding this situation. She stated that rule 61G10-18.006, F.A.C., a complete application shall be reviewed and approved by the board, incomplete applications should be

returned to the provider with instructions. She stated that in this situation more information was requested and was not provided. She stated the board may want to deem that it is a complete application and deny it based on the fact that there was no outline.

Ms. Marshall-Beasley stated that Alexandra had sent a complete application to the provider to show them what a complete application looks like. She stated that they would be given one more chance.

Ms. Walter stated that she felt that sending the provider an example of what the board had accepted in the past was a good way to handle it.

Ms. Gillick asked the board if the Florida Chapter of the ASLA would provide a list of courses offered to perspective registrants at the annual meeting.

Ms. Walter asked if it was the annual meeting or the state mini conference.

Ms. Gillick stated that she understood it was in combination with the national meeting.

Ms. Walter stated that at the end of July there was going to be a mini conference in Orlando for continuing education credit.

Jeff Castor advised the board that the flyer went out and the early registration had passed. He stated that the dates were July 22 and 23, Friday and Saturday.

Mr. Castor stated that the courses for the national meeting would be posted on the national's web site.

Discussion

House Bill 699 – Electronic Signing and Sealing

Ms. Chastain advised the board that the legislation had passed that allows for electronic signing and sealing of documents. She stated that the board would have to promulgate rules to effect this provision. She stated that the Attorney General's office has all ready looked into it. She stated that the Engineers have already drafted rules and those would have to be tweaked for Landscape Architecture.

Ms. Guillemette stated that she would have a draft at the August 2005 meeting for the board to review.

Ms. Marshall - Beasley asked Ms. Guillemette how long was the rule making process.

Ms. Guillemette stated that it takes about two and one half months (21/2), but it can take up to a year for a rule to go through the process and be adopted. Ms. Guillemette advised the board that the board was entitled to implement legislation based on policy while they were in the rule making process.

Ms. Walter stated if the board hears from licensee's that there was a need for electronic signing and sealing in advance of the rule going into effect the board could consider adopting a policy at the August 2005 meeting.

Ms. Guillemette stated that the policy would be the rule that is in the works.

Senate Bill 442 – Florida Building Code

Ms. Chastain advised the board that the bill had many parts and the Governor vetoed section one (1) and section thirty eight (38). She stated that section fourteen (14), the Building Code Education and Outreach Program does away with the TAC. She stated that the TAC would be replaced with the Building Code Education and Outreach Council. Ms. Chastain advised the board that the council would consist of various members from the Florida Building Commission and representatives from different boards. She stated that the board needed to designate a board member to attend the meetings and the travel cost would be paid by the board. She stated that the council would be looking at continuing education, and they can maintain and update the core curriculum etc. Ms. Chastain asked Mr. Graham if he would continue to be the representative.

Mr. Graham stated that he would be glad to be the representative.

Approval of Continuing Education Courses

Ms. Chastain stated that once the Florida Building Code approved a course the board reviews the course and approves it. She stated that if the board has approved a provider to teach various courses and if the provider wishes to teach the approved Florida Building Code course can the department administratively approve the course without the course coming back to the board. She stated that the provider had not been approved to teach the particular course.

Ms. Walter stated that the Pools and Spas course was an example. She stated that the board basically approves the course twice.

Mr. Graham stated that he does not have a problem if the provider is approved than the course is approved.

Ms. Guillemette advised the board that the provider may be approved to teach a law course in Landscape Architecture; however the provider may not be appropriate to teach a course in drainage.

Mr. Graham stated that was absolutely right.

Ms. Gillick asked Ms. Chastain if the provider states what course they will be teaching.

Ms. Chastain advised Ms. Gillick that that was correct. She stated that in the past the board approves the provider and all of the courses the provider would be teaching. Ms. Chastain stated that the provider is asking to teach a DCA course that they have not been approved to teach.

Ms. Marshall-Beasley stated that the only issue she had was that the word gets out that a provider can make money and the providers that are not appropriate to teach a certain course may do it anyway.

Mr. Graham stated that this may be something that can be left to staff to sort out.

Ms. Gillick asked if Ms. Chastain could check the providers.

Ms. Chastain stated that she could express the board's concern to Mr. Ayrish in the Bureau of Education and Testing. She stated that the Construction board was handling their continuing education this way.

Ms. Gillick asked Ms. Chastain if there was a way to check the provider's knowledge base.

Ms. Chastain stated that the courses do not come to the board office they are handled in the Bureau of Education and Testing.

Ms. Guillemette advised the board that they could delegate the task to Ms. Chastain or to Mr. Ayrish. She stated that she is board counsel to the construction board and they are not aware of this. She stated that if Mr. Ayrish is doing this the board is not aware of it.

Ms. Walter stated that although the courses are created and distributed by DCA the instructor of the course is left up to the individual provider. She stated that there always will be a minor change to the course application because there will always be a new instructor. She stated that if the board wants to consider allowing the course application to be reviewed administratively there will be a resume with credentials submitted for that instructor to allow Ms. Chastain to review to make sure the person teaching the course does have the credentials.

Ms. Marshall-Beasley stated that is more responsible to have Ms. Chastain review the course application.

Ms. Chastain stated that she does not have a problem working with Mr. Ayrish. She stated that if the board prefers to continue reviewing courses as they had done in the past that is totally fine and the board's option.

Ms. Walter asked Ms. Chastain if she could speak with Mr. Ayrish and ask what the board's options are and the board could also review what CILB is doing and the board could re-visit the issue at the August 2005 meeting.

Ms. Chastain stated that she would be happy to.

Ratification List

Ms. Walter reviewed the ratification list with the board.

MOTION: Ms. Gillick made a motion to approve the ratification list as presented.

SECOND: Mr. Graham seconded the motion and the motion passed unanimously.

Certificate of Authorization

Dave Bodker Landscape Architecture/Planning, Inc., H.J. Ross Associates, Inc., SWA Group, Inc., Architectural Land Design Inc., Moore Bass Consulting of Destin, Inc.

Endorsement

Donald Dalton, Mark L. Kaltsas, Patrick Mundus

New Business

No new business.

Old Business

Ms. Chastain advised the board the board had discussed at length the accreditor process. She stated that the rules were in place now and Ms. Walter has applied to become an approved accreditor with the Florida Building Commission. Ms. Chastain stated that the application would be reviewed at the TAC meeting June 27, 2005 and if Ms. Walter is approved she will be an accreditor. She stated that a continuing education provider could submit a course application to Ms. Walter and she could review the course and the Florida Building Commission would ratify her approval and then they would be submitted to the board for approval. Ms. Chastain stated the board had approved some advance courses and licensees had to be told that they would be issued optional credit and not

advanced. Ms. Chastain stated that if Ms. Walter is approved and if those providers re-submit the advanced courses then the department could go back and give those individuals that took those courses the two (2) hour advanced credit.

Ms. Walter stated that her purpose for applying as the accreditor essentially was to rectify that issue. She stated the idea was to review courses that were related to the profession of landscape architecture for advanced building code credit. She stated that she indicated on her application that the subject matter that she would review was related to building code and is based on those issues that were covered under the scope of practice for Landscape Architects.

MOTION: Mr. Graham made a motion to adjourn.

SECOND: Liz Gillick seconded the motion and the motion passed unanimously.

The meeting adjourned at 10:40 a.m.