

**MINUTES**

**BOARD OF LANDSCAPE ARCHITECTURE**

**INTERCONTINENTAL HOTEL  
100 CHOPIN PLAZA  
MIAMI, FL 33131**

**GENERAL BUSINESS MEETING  
JULY 25, 2007**

**CALL TO ORDER**

Ms. Walter called the meeting to order at 9:05 a.m.

**MEMBERS PRESENT**

Collene Walter, Chair  
Elizabeth Gillick, Vice Chair  
Elizabeth Marshall-Beasley

**MEMBERS ABSENT**

Paul Davis (excused)

**OTHERS PRESENT**

Diane Guillemette, Board Counsel  
Juanita Chastain, Executive Director  
Linda Tinsley, Government Analyst  
Jeff Caster  
Laurent Pamela  
Gail Boorman  
Emily O'Mahoney  
Timothy Granowitz  
Richard Hedlund  
Tim Lemper  
Rocco Campanozzi  
Kevin Landry  
Joseph Delate  
Brian Akers

Ms. Walter advised the board that Mr. Davis was not able to attend because of a work related meeting.

**MOTION:** Ms. Gillick made a motion to excuse Mr. Davis for being absent at the meeting.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

### **APPROVAL OF APRIL 27, 2007 MEETING MINUTES**

Ms. Walter stated that on page five (5) line two hundred and twenty two (222) she stated the sentence should be expanded to read as professionals who are allowed to prepare and process permits. Ms. Walter stated that on page ten (10) line four hundred and twelve (412) should read Ms. Chastain stated.

Mr. Caster stated that on page six (6) line two hundred and thirty three (233) should read two (2) professions not professionals. He stated that on line two hundred and forty (240) the rule was not adopted.

Ms. Walter suggested that the word adopted be changed to noticed.

Ms. Marshall-Beasley stated that on page five (5) line two hundred and twenty two (222) allowed should be changed to statutorily mandated.

**MOTION:** Ms. Marshall-Beasley made a motion to approve the minutes as amended.

**SECOND:** Ms. Gillick seconded the motion and the motion passed unanimously.

Ms. Chastain stated that on page three (3) of the minutes the board asked that Risi Stone send in revised information. She stated that the information was sent in and she approved it as directed by the board. She stated that on page six (6) of the minutes the board asked that she write letters to the Florida Chapter ASLA and she had completed that. Ms. Chastain advised the board that on page eight (8) of the minutes the board asked that she review the evaluation forms for Trees Florida Urban Forestry and she stated that she reviewed and approved those as well.

### **SPEAKER**

#### **Cleve Turner – President Elect of CLARB**

Ms. Walter introduced to the board Mr. Turner from the Council of Landscape Architectural Registration Boards (CLARB). She welcomed Mr. Turner to the meeting.

Mr. Turner advised the board that Florida was one of their most important boards. He stated that CLARB had a new Executive Director Joe Libeso and that he brings a lot of managerial and administrative skills to CLARB. He stated that CLARB is working through a number of technology issues such as the disciplinary data base and is in process. He asked the board if they had any comment on the newsletter.

Ms. Gillick advised Mr. Turner that she thought the newsletter was good.

He stated that communication was good and he asked the board to give feedback.

Mr. Turner advised the board that one thing he had been working on for several years was a continuing education provider system and CLARB was using Florida as a model. He stated that Paul Davis had a lot of input into the system. He stated the system would be a clearing house for providers. He stated they would be concentrating on health, safety and welfare issues. Mr. Turner advised the board that the system would be automated and it would be a depository for continuing education credits. He stated that the system would go into effect October 1, 2007.

Ms. Walter asked Mr. Turner how the system would work.

Mr. Turner stated that they wanted the system to be one stop for providers. The provider and courses would be CLARB approved. They are hoping that the courses would be universally accepted for the health, safety and welfare courses by all of the states.

Ms. Gillick asked Mr. Turner if CLARB would override Florida's decision to deny a course.

Mr. Turner stated that CLARB is not interested in overriding the state boards. He stated their interest is in supporting them. He stated that the CLARB standard will be very stringent.

Ms. Gillick stated that Florida had been much more stringent than CLARB ever was. She stated that it was very encouraging that CLARB had investigated what Florida had put in place.

Ms. Marshall-Beasley asked if CLARB was going to be a provider.

Mr. Turner stated that CLARB is not developing courses.

Ms. Marshall-Beasley advised Mr. Turner that she feels there is a problem with licensing landscape architects in this country. Ms. Marshall-Beasley stated that the exam is not being taught.

Mr. Turner stated that CLARB is setting up a framework to teach the exam.

Ms. Walter advised Mr. Turner that Florida had very low pass rates and very talented people. She stated that there is no initiative from CLARB to help candidates pass the exam. She stated that CLARB is going to run out of licensees if you cannot get people licensed.

Mr. Turner stated that CLARB had not always been responsive with resources, communication and programs that are basic to serving the member boards.

Ms. Gillick stated that CLARB needs to perform in a way that represents what they say they are and they have not. She stated that they look forward to seeing results and no excuses.

Mr. Turner advised the board to list and prioritize things that are important to the membership.

Ms. Walter stated that she would verbally give Mr. Turner a list. She stated that communication was encouraged. She stated that the board would like to see a program for young professionals to get licensed. She stated that the board would like regular updates on the pass rates by state and by section. Ms. Walter advised Mr. Turner that there is going to be mass confusion with continuing education when CLARB, ASLA and Florida all have their continuing education approvals. She stated that she hoped the process would be streamlined and not made more confusing.

Mr. Turner asked the board if CLARB was as stringent or more stringent would Florida accept their approved courses.

Ms. Walter stated that in theory yes but some courses are specific to different areas.

Mr. Turner stated that he would be as responsive as he could. He stated that the situation at CLARB has changed from what it was two (2) years ago. He stated that he encourages the board to stay involved.

Ms. Walter thanked Mr. Turner for his attendance.

The board took a ten minute break at 10:15 a.m.

The board re-convened at 10:35 a.m.

## **APPLICATION REVIEW**

### **Grant Wilbanks Designs, Inc**

Richard Grant Wilbanks was not present at the meeting.

Ms. Walter advised the board that Mr. Wilbanks had submitted an application for a certificate of authorization. She stated that he indicated on the application that he had offered professional services prior to applying for a certificate of authorization. Ms. Walter asked if this was self reported.

Ms. Chastain stated that it was through the application process.

Ms. Walter stated that Grant Wilbanks Designs, Inc. was incorporated November 5, 2003 and operating since that time without a certificate of authorization.

After discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to approve the application contingent upon payment of a \$450.00 assessment.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

### **Woolpert, Inc.**

Mr. Pandoli was not present at the meeting.

Ms. Walter advised the board that the application was before them due to litigation. She stated that a list of the litigation was on page fifty four (54) of the agenda.

Ms. Marshall-Beasley stated that it is not clear where the suits had taken place and what department they were associated with.

Ms. Walter stated that the board could schedule a telephone conference call.

Ms. Walter stated that in the letter presented to the board that none of the litigation pertained to landscape architecture.

The board scheduled a telephone conference call for August 31, 2007 at 10:00 a.m.

After discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to table the application until the August 31, 2007 telephone conference call.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

## **John Ackerman**

Mr. Ackerman was not present at the meeting.

Ms. Walter advised the board that Mr. Ackerman submitted an application for endorsement. She stated that Mr. Ackerman had been before the board in April of 2006. She stated that the board approved his application contingent upon him providing notification that he had completed his probation. Ms. Walter advised the board that he did not submit the information within sixty (60) days of the filing of the final order.

Ms. Chastain advised the board that Mr. Ackerman had submitted a new application and all of his documents were in place and the board could approve him to take the Florida laws and rules.

After discussion by the board the following motion was made.

**MOTION:** Ms. Marshall-Beasley made a motion to approve Mr. Ackerman's application.

**SECOND:** Ms. Gillick seconded the motion and the motion passed unanimously.

## **Laurent Pamela**

Mr. Pamela was present at the meeting.

Ms. Walter advised the board that Mr. Pamela had applied as a six year candidate. Ms. Walter advised the board that she had reviewed Mr. Pamela's plans and found them to be appropriate to bring before the board for review.

After board review of Mr. Pamela's plans and discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to approve Mr. Pamela's application.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

## **Ty J. Price**

Mr. Price was not present at the meeting.

Ms. Walter advised the board that Mr. Price had applied as a six year candidate. Ms. Walter advised the board that she had reviewed Mr. Price's plans and found them to be appropriate to bring before the board for review.

After board review of Mr. Price's plans and discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to approve Mr. Price's application.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

## **REQUEST TO RE-SCHEDULE CLARB EXAM**

Laurinda Spear

Ms. Spear was not present at the meeting.

Ms. Walter advised the board that Ms. Spear had submitted a request to re-schedule the June exam due to illness.

**MOTION:** Ms. Gillick made a motion to approve Ms. Spear's request to re-schedule her exam.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

## **DISCUSSION**

### **Continuing Education**

Ms. Walter advised the board that the second renewal cycle was coming up since the requirement of continuing education had been adopted by the board. She stated that the first renewal went very well. She stated that the board is very pleased with the amount of providers and the amount of courses that have been approved and offered. Ms. Walter advised the board that she had been hearing that some specialty courses such as laws and rules and the advanced building code courses are limited. Ms. Walter advised the board that she wanted to bring to the board's attention some correspondence and discussions that she had had with licensees. She stated that there is a lot of confusion regarding whether the board of landscape architecture is a part of ASLA. Ms. Walter stated that she had received an e-mail from Mr. Kvarnberg asking that question and she stated that she explained to him that they were two (2) separate entities and yes there is a dialogue between the two (2) organizations but there is not an official or formal relationship. She stated that also on the agenda is a continuing education verification form that was issued following an Urban Land Institute course. She stated that the form had a series of logos of those professions that accept this course for continuing education credits. Ms. Walter stated that down the road there will be a lot of confusion over the courses. She stated licensees not

realizing ASLA and the board are not the same entity will be faxing the board office wanting to know where their credits are. Ms. Walter stated that licensees are asking about independent study or credits that can be given on an independent level. She stated that the Board of Architecture and Interior Design has a provision similar to that in their rules that allows a certain amount of credit for independent study. She stated that the licensee submits the information and the board reviews it to see if it meets the criteria. Ms. Walter stated that the board may want to consider discussing that approach as they move forward into the next renewal cycle. Ms. Walter stated that the other issue was whether there needs to be recognition of national providers such as National ASLA. She stated that if they had a program, does the board want to automatically recognize them as a provider as opposed to them having to submit seventy (70) courses that they do each year for the national convention. She stated that she is hearing some frustration in finding courses in laws and rules and advanced building code that are new. Ms. Walter stated that the board cannot solicit providers to submit courses but the board can discuss the issue and let those attending the meetings know that there is a market for those courses. She stated that the Florida Building Commission is no longer developing advanced building code courses they have the courses that they have all ready developed and are available for providers to purchase and update to meet the current building code.

Ms. Marshall-Beasley stated that there may be a way to automatically approve the provider but approving the courses is an issue. She stated she would not like to see the board go down that road. She stated she had an issue with the independent study.

Ms. Chastain advised the board that with the independent study there are specifics that you have to show to justify it and there are only a certain number of hours available using that method.

Ms. Marshall-Beasley stated that it could take a lot of time and create a lot of disappointment.

Ms. Gillick asked Ms. Marshall-Beasley if she felt the board could not develop strong enough guidelines like the guidelines Ms. Chastain discussed.

Ms. Marshall-Beasley asked why when there are a number of courses.

Ms. Chastain stated that it would give the board the opportunity to approve the course after the fact.

Ms. Gillick stated that she liked the concept of the monitoring of independent study but it becomes so cumbersome. She stated that there are so many courses to select from for the number of hours that the board requires.



Ms. Marshall-Beasley stated that the providers have to pay an application fee and do the reporting.

Ms. Walter advised the board that she liked the idea of the independent study because the profession is so diverse. She stated that if you are the only landscape architect in the course it is hard to convince the provider to apply for providership. Ms. Walter stated that she liked the independent methodology to allow for independent study to be considered because it benefits those people who have the more unique scopes of practice in the profession.

Gail Borman advised the board that she is seeing repetition in course offerings. She stated that she agrees with the concept of independent study and stated that the board could write guidelines that are sufficient and the board would have to approve for continuing education credit. She stated that the board may want to put the question out there and ask the licensees if this is something they want the board to consider.

Glenn Acomb, from the University of Florida asked the board if it was possible in the provider application process that there could be a query as an architect continuing education provider if they would like to make the course available to landscape architecture.

Ms. Chastain advised the board that the department was looking into the possibility of having a standard application for various professions. She stated that some of the providers want to target all of the professions. She stated the department feels they may be able to make it happen and it will make it easier for providers to get approval from the various disciplines.

Ms. Walter stated that the continuing education issue would be carried over to the next meeting.

Ms. Gillick advised the board that she would like to see the board members granted two (2) hours of laws and rules for attending the board meeting.

Ms. Guillemette advised the board that the rule was open for development and she would have the draft of the language on the August 31, 2007 telephone conference call.

### **Rule 61G10-13.007 Reactivation of Inactive License**

Ms. Chastain advised the board that Rule 61G10-13.003, Florida Administrative Code reads that to reactivate a licensee must get twelve (12) hours for each year the licensee was inactive but in no event shall exceed forty eight (48) hours. She stated in Rule 61G10-13.007 (1), Florida Administrative Code reads any inactive license which is not reactivated within the four (4) period shall automatically expire. She stated that her thought was a maximum of sixteen (16) hours to

reactivate the license and eliminate the requirement for the license to expire and let the licensee stay inactive until they want to become active.

Ms. Gillick stated that that made a lot of sense to her.

Ms. Walter asked if the board would require the two (2) hours of laws and rules and the two hours of advanced building code.

Ms. Chastain stated that she thought they would want to require the two (2) hours of laws and rules and the four (4) hour core course if the licensee does not have it.

Ms. Guillemette advised the board that she had to open the rule for development. Ms. Guillemette advised the board that she would get with Ms. Chastain and work on the language and she would bring a draft back to the board at the telephone conference call.

After discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to direct board counsel to open the two (2) rules for development.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

## **REVIEW OF CONTINUING EDUCATION APPLICATIONS**

Ms. Marshall-Beasley asked the board if they would mind starting with the renewals on page two hundred ninety six (296) of the agenda. Ms. Marshall-Beasley advised the board that for some reason the continuing education academy did not submit bibliographies in the applications.

After discussion by the board the following motion was made.

**MOTION:** Ms. Marshall-Beasley made a motion to approve the following courses contingent upon the provider sending bibliographies for Ms. Chastain to approve.

**SECOND:** Ms. Gillick seconded the motion and the motion passed unanimously.

**Continuing Education Academy**  
***Successful Compliance with Tree ordinances – 4 hours***  
***Avoiding the Lawyers Food Chain – 2 hours***  
***Plant Appraisals – 3 hours***  
***Business Management Landscape Architects – 5 hours***

Ms. Marshall Beasley advised the board that on page two hundred and seventy seven (277) of the agenda was the course Lien Law and she stated that it is missing course materials and the bibliography.

After discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to approve the following course contingent upon an acceptable reference and/or bibliography that would be approved by Ms. Chastain.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

### **Continuing Education Academy**

#### ***Lien Law – 1 hour***

Ms. Walter stated that the next course was a Journey through your Business Lifecycle.

After discussion by the board the following motion was made.

**MOTION:** Ms. Marshall-Beasley made a motion to approve the following course contingent upon an acceptable reference and/or bibliography that will be approved by Ms. Chastain.

**SECOND:** Ms. Gillick seconded the motion and the motion passed unanimously.

### **Continuing Education Academy**

#### ***Journey through your Business Lifecycle – 4 hours***

Ms. Marshall-Beasley advised the board that she recommended approval of the remaining continuing education courses.

After discussion by the board the following motion was made.

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

**SECOND:** Ms. Gillick seconded the motion and the motion passed unanimously.

### **School of Environmental Design**

***Fundamental On-Site Management – 7 hours***  
***On-Site Stormwater Management – 14 hours***  
***Advanced On-site Stormwater Management – 7 hours***

**Deep Root Partners**

***Strategies to Increase Soil Volumes for Tree Growth and Stormwater Management in Urban Development – 1 hour***

**All Native LLC**

***Native Plants: Cultivers, Proper Use and Design – 4 hours***

**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:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

**Certificate of Authorization**

Austin Outdoor, LLC, Godwin & Associates, LLC, Heartwood and Bark PLC, Miller Einhouse Rymer & Boyd Inc., Moore Bass Consulting of Panama City Beach Inc.

**Temporary Certificate of Authorization**

William Weiss III (Individual), Greenland Associates LLC (Company)

**Endorsement**

John Addington, Mark Beaucham, James Burnett, David Lehmer

**Exam**

Jim Morgan, Adam McGovern, Cassidy Wilke-Yoder

**REPORTS**

**Chair's Report – Collene Walter**

Ms. Walter advised the board that her only additional discussion was the status of board appointments. She stated that Ms. Chastain advised her that she would follow up with the Governor's office

### **Executive Director's Report – Juanita Chastain**

Juanita Chastain advised the board that in the agenda was the third quarter financial report. She stated that the board was financially secure. Ms. Chastain advised the board that budgets needed to be tightened. She stated that one meeting a year may have to be a telephone conference call to save money. She stated that services would not be cut. Ms. Chastain asked the board where they wanted the next meeting to be held.

The board directed staff to arrange the next meeting in Tallahassee, October 26, 2007, and to invite the Landscape Architecture Students from Florida A&M University.

### **Board Counsel's Report – Diane Guillemette**

Ms. Guillemette advised the board that Rule 61G10-15.005, Florida Administrative Code, Responsible Supervision Control over Landscape Architectural Practices in the Landscape Architect's Office, was on the agenda to clarify if one landscape architect can qualify more than one business.

Ms. Chastain stated that the discussion at the last meeting was that a landscape architect could qualify more than one business. She asked the board could a licensed landscape architect qualify more than one business and when the business has more than one office location do they have to have a licensed landscape architect in charge at each physical location.

After discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to direct board counsel to open Rule 61G10-15.005, Florida Administrative Code for development.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

Ms. Guillemette advised the board that Rule 61G10-18.001, Florida Administrative Code, continuing education requirements was in progress and the language would be presented to the board on the August 31, 2007 telephone conference call.

Ms. Guillemette advised the board that the next rule under discussion would be exempting the Department of Community Affairs from the provider application fee. She advised the board that she talked to Mr. Ashoo from the Bureau of

Education and Testing and he advised Ms. Guillemette that the fee was being waived in house while waiting for the board to implement a rule. Ms. Guillemette asked the board why they were singling out DCA. She stated that she was trying to get a rational basis to draft the rule and she asked the board why is Department of Community Affairs different from anyone else.

After discussion by the board the following motion was made.

**MOTION:** Ms. Gillick made a motion to remove the development of the rule from the rules report.

**SECOND:** Ms. Marshall-Beasley seconded the motion and the motion passed unanimously.

### **Prosecuting Attorney's Report – Jessica Leigh**

Ms. Walter advised the board that Ms. Leigh was not at the meeting and she reviewed the prosecuting attorney's report with the board.

### **NEW BUSINESS**

Ms. Walter advised the board that the CLARB meeting was September 6, 7 and 8, 2007 in Cleveland, Ohio. Ms. Walter asked Ms. Chastain to contact Mr. Davis and see if he is available to go.

Ms. Marshall-Beasley advised the board that she would go to the CLARB meeting.

The meeting adjourned at 12:50 p.m.

