

STATE OF CONNECTICUT

BOARD OF LANDSCAPE ARCHITECTS

TEL. NO. (860) 713-6135

-MINUTES-

SEPTEMBER 9, 2014

The Board of Landscape Architects held a regular meeting on September 9, 2014, which was called to order by Chairman Vincent McDermott at 9:35 AM in Room No 117 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Board Members Present:

Vincent C. McDermott	Chairman
W. Phillips Barlow	Board Member
Jeffrey P. Hutton	Board Member
Stephen Wing	Board Member

Board Members Not Present:

None

Vacancy:

Two (Public Members)
One (Landscape Architect)

Others Present:

Robert M. Kuzmich	Department of Consumer Protection
Steven J. Schwane	Department Staff Attorney

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860)-706-1255.

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1. Old Business

1A. Minutes of the June 10, 2014 meeting of the Board; for review and approval. Mr. Kuzmich noted that it was brought to his attention by Mr. Schwane that although the minutes reflect his presence at this meeting, he in fact was not and on vacation. In addition, Mr. Barlow noted a correction on page 3 stating that the corporate entity under Agenda Item 3G. should be "Stantec" and not "Static" as represented. Mr. Kuzmich made note of these changes and will amend the minutes to reflect the same.

1B. Update from Mr. Vince McDermott concerning the **Town of Greenwich Drainage Manual - Low Impact Development and Stormwater Management;** for discussion by the Board. Mr. McDermott has not yet had a chance to draft his letter to the Town of Greenwich. He did note that he has encountered other communities that have tried to model their regulations after Greenwich but abandoned their efforts because Greenwich's regulations are very burdensome. He had a chance to review another Town's Regulations and made suggestions to amend their regulations to eliminate similar potential issues with landscape architects upfront before they became issues down the road.

2. Comments or Concerns of Any Person Present Today

No one scheduled before the Board today. In addition, there were no additional requests from anyone present at today's meeting.

3. New Business

Mr. McDermott on behalf of the Board expressed their sincere appreciation for all that Mr. Steven Schwane has done for this Board over the years always being there when needed "keeping them out of trouble". Mr. Schwane will be retiring from State Service on September 30, 2014. He will be missed very much and the Board wishes him the very best in his years ahead. Mr. Schwane noted that he was very fortunate being able to work with the professionals comprising the Boards and Commissions to which he was assigned during his tenure with the State. He commended the members of this Board for their hard work volunteering of their time to protect the health, safety, and welfare of the public. The Board also welcomed Ms. Lynn Fiore, Department Staff Attorney, as Mr. Schwane's replacement.

3A. Swearing-in of new Public Board Member Mr. Jeffrey P. Hutton by the Department of Consumer Protection's Legal Department. Mr. Schwane introduced himself to Mr. Hutton and administered the oath swearing him in as a Public Member of this Board. The Board welcomed Mr. Hutton and looks forward to working with him the future.

Mr. McDermott explained some of the duties of the Board to Mr. Hutton, in particular, the review of new applications for first time licensure in Connecticut. Mr. McDermott also explained the process by which the Department reviews and approves candidates applying by reciprocity (aka waiver of examination) by directive of the Board in addition to applications for written examination by candidates who are applying on the basis of at least eight years of approved experience.

3B. Application of Mr. Jeffrey W. Bittenbender for licensing by written examination; Mr. Bittenbender is applying with a *CLARB Council Record (No. 40429)* and has passed the *Landscape Architect Registration Examination with the Council of Landscape Architectural Registration Boards*. Upon a thorough review, the Board voted, unanimously, to approve Mr. Bittenbender for licensing in Connecticut as a Landscape Architect. (Wing/Barlow)

3C. Application of Ms. Collen L. Meves for licensing by written examination; Ms. Meves is applying with a *CLARB Council Record (No. 41833)* and has passed the *Landscape Architect Registration Examination with the Council of Landscape Architectural Registration Boards*. Upon a thorough review, the Board voted, unanimously, to approve Ms. Meves for licensing in Connecticut as a Landscape Architect. (Wing/Barlow)

3D. Application of Ms. Dizi Shi for licensing by written examination; Ms. Shi is applying with a *CLARB Council Record (No. 41423)* and has passed the *Landscape Architect Registration Examination with the Council of Landscape Architectural Registration Boards*. Upon a thorough review, the Board voted, unanimously, to approve Ms. Shi for licensing in Connecticut as a Landscape Architect. (Wing/Barlow)

3E. Updated list of applications processed for licenses subsequent to the March 12, 2013 meeting of the Board. The Board acknowledged receipt of this list and thanked the Department for this update.

NAME	METHOD OF LICENSURE	DEPT. APPR'D
Manchester, Christopher S.	Waiver of Exam; CLARB Certificate Record No. 26152; Rhode Island	June 26, 2014
Cadwallader, Jennifer R.	Waiver of Exam; CLARB Certificate Record No. 8228; New Jersey	August 28, 2014

3F. Report from Trade Practices Division concerning complaints acted upon relative to the jurisdiction of the Board of Landscape Architects; for the Board's information.

3G. Update from the Department's Legal Staff regarding any Board issues or otherwise.

1. Mr. Schwane had no issues to present to the Board at this time. Regarding the past issue with Joint Practice Corporations relative to correspondence sent out by the Department of Consumer Protection and ownership interest in voting stock, it was noted that there were no comments received from any of the other Boards.

2. The upcoming audit for continuing education was discussed briefly by Mr. McDermott and Mr. Kuzmich for the benefit of the Board's new attorney, Ms. Lynn Fiore. The procedural aspects of the audit were detailed along in addition to a review of the Department's draft of the letter that will be sent out to the selected participants.

3H. Any correspondence and/or business received in the interim.

1. Mr. McDermott raised an issue brought to his attention by Mr. Jeffrey Mills of the Connecticut Chapter of the American Society of Landscape Architects (ASLA) concerning continuing education and in particular those participants who arrive late to events and what credit they would or would not receive for the event. In review of the Board's previous discussion of the matter for Mr. Hutton's benefit, Mr. McDermott noted that essentially, the Board concluded that participants would not receive credit. However if the event was given in a series of sessions given in modules then credit would be given for the complete modules attended and not for partial modules.

Apparently from the discussion with Mr. Mills, this ruling of the Board is not clear to him and is creating paperwork problems for him. Mr. Mills was under the impression that the Board was imposing some type of penalty to those participants who not getting credit for the majority of large continuing education sessions they were present for even though they missed a small portion of the overall presentation. It appears to be a matter of having disgruntled participants from the Connecticut ASLA's viewpoint which is not the Board's concern.

2. A review of the audit process was again discussed very briefly. It was noted that the Department will initially screen all the submissions and sort out those that appear to be complete from the others. All submission will be presented to the Board at their December 9, 2014 Regular Meeting.

4. Comments or Concerns of Any Person Present Today:

No one scheduled before the Board today. In addition, there were no additional requests from anyone present at today's meeting.

The meeting adjourned at 10:10 AM. The next regular meeting of the Board is scheduled for Tuesday, December 9, 2014, 9:30 AM, Room 117, State Office Building, 165 Capitol Avenue, Hartford, Connecticut.