

**MEETING OF THE
WEST VIRGINIA BOARD OF LANDSCAPE ARCHITECTS**

I. A meeting of the West Virginia Board of Landscape Architects was called to order at 11:25 AM, April 4, 2007 at the offices of Chapman Technical Group. Present were Michael Biafore, Todd Schoolcraft and Roger Kennedy.

II. **OLD BUSINESS**

- A. **Minutes:** The minutes of the January 24, 2007 meeting were reviewed and approved by the Board.
- B. **LARE & Plant Test Application Deadlines:** The plant section examination for WV will be given this year and applications to take the test will be accepted until May 11. The application deadline for the LARE is April 11.
- C. **Online Renewal Update & Status of Website:** The new WV State Board of Landscape Architects website is now complete. Applicants can now register for renewal of licenses over the internet.

III. **NEW BUSINESS**

- A. **Proposed Rule Revisions for 2008:** The proposed rule revisions for 2008 have passed the WV Legislature and are awaiting the Governor's signature.
- B. **Development of Procedural Rule for Hearings & Complaints:** The development of Procedural Rules for hearings and complaints are required to be complete by the end of August, 2007 in order to satisfy Sunset visit requirements.
- C. **Nathan Greene's license renewal:** Mr. Greene needs to use the correct and up-to-date forms required for license renewal and complete ½ hour of additional continuing education training to be eligible for renewal.
- D. **Steven D. Marchincin's reciprocity request:** Mr. Marchincin has requested reciprocity in WV via the grandfather clause. Further research must be made before a determination can be reached.
- E. **Title Designation for Landscape Architects:** A request has been made for the Board to identify the correct and legal title designation of a landscape architect to be used in signature blocks on letters and memos. The determination of the Board was that the following titles or initials of titles are acceptable: Landscape Architect, PLA or ASLA.

IV. **TREASURER'S REPORT**

- A. **Cash Balance:** Cash balance as of January 31, 2007: \$11,196.36.
- B. **FY 2008 Budget:** Submission of the FY 2008 budget is due Noon, May 1, 2007.

V. APPLICATIONS

A. Review of New Candidates for Registration in West Virginia:

APPLICATIONS			
<u>Applicant Name</u>	<u>Status</u>	<u>Outstanding Item(s)</u>	<u>Action Taken</u>
Jason Scott Testman	Approved		Send letter
Brian Peter Kinzelman	Pending approval	References needed outside exist. firm	Send letter
Shawn Anthony Gray	Approved		Send letter
Jeremy Michael Sayre	Approved		Send letter
Robert Sean Ryan	Approved for reciprocity		Send letter

B. Candidates scheduled to take June 2007 LARE Exam:

LARE EXAM RESULTS			
<u>Applicant Name</u>	<u>Status</u>	<u>Outstanding Item(s)</u>	<u>Sections Taken</u>
James McComiskey	Taking only Sec E		

C. Certificates Issued March 31, 2007:

CERTIFICATES			
<u>Applicant Name</u>	<u>Certificate Number</u>		
Linda R. Bagby	321		
Richard Norman Kingsbury	322		
Jonathan Lee Fitch	323		
Steven Jerome Snoddy	324		
David Bennett Post	325		
Thomas Michael McCrory	326		

VI. CHAIRMAN'S COMMENTS

- There were no Chairman's comments.

VII. PUBLIC COMMENT

- There were no Chairman's comments.

Meeting was adjourned at 12:30 PM.

Respectfully Submitted,

R. Todd Schoolcraft, Secretary
April 6, 2007