

**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 11:00 AM, February 7, 2008 at the offices of Chapman Technical Group. Present were Michael Biafore and Roger Kennedy.

II. OLD BUSINESS

- A. **Minutes:** The minutes of the September 25, 2007 meeting were reviewed and approved by the Board.
- B. **Steven D. Marchincin's Reciprocity Request:** Roger spoke with Mr. Marchincin regarding his request on January 24, 2008. In order for the Board to further act on his request, he must formally submit an application for licensure.
- C. **Adoption of CLARB/ASLA Continuing Education standards:** ASLA & CLARB have not formally adopted a policy yet. The Board will monitor progress and consider the policy once it's implemented.
- D. **WV Plant ID Test Candidate Requirements:** Mike will provide recommendations for the development of formal requirements for the administration of the plant test.

III. NEW BUSINESS

- A. **Revision of the 2008 WV Plant ID Test:** Mike is working on the revision. Moving the test date from Sunday to Monday or Tuesday was discussed. The Board will continue the discussion in the next meeting.
- B. **Procedural Rule for Complaints:** Tabled.
- C. **FY 2009 Renewals:** Roger will solicit bids for further development of web renewal system. The Board will consider implementing business COA's next year.

IV. TREASURER'S REPORT

- A. **Cash Balance:** Cash balance as of December 31, 2007: \$17,331.31.

IV. APPLICATIONS

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

<b>APPLICATIONS</b>			
<u>Applicant Name</u>	<u>Status</u>	<u>Outstanding Item(s)</u>	<u>Action Taken</u>
Henry Porter Benfield III	Approved	Issue License	
Brian E. Clemson	Approved	Issue License	
Herbert Lorn Meeks	Approved	Issue License	
Jack Durrel Ellinwood	Pending	Take Plant Test	Contact Applicant
Sharon Lee Huber-Plano	Pending	Req. 3 references outside firm, Incomplete	Contact Applicant
Vincent Ray Posey	Pending	Req. 3 references outside firm, Incomplete	Contact Applicant
Laura L. Cox	Pending	Incomplete	Contact Applicant

V. PUBLIC COMMENT

- There were no public comments.

Meeting was adjourned at 12:15 PM.

Respectfully Submitted,

*(signature on file)*

Roger Kennedy, Chairman  
February 7, 2008