

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 10:29 AM, October 28, 2008 at the offices of Chapman Technical Group. Present were Michael Biafore, Todd Schoolcraft and Roger Kennedy, Board members, and Jason Testman, candidate for licensure.

II. OLD BUSINESS

- A. **Minutes:** The minutes of the April 2008 meeting were reviewed and approved by the Board.
- B. **WV Plant ID Test Requirements & Revisions:** Proposed revisions to the Plant ID Test will be forward to the Legislature for acceptance in 2009. Board member Michael Biafore will coordinate with the State Legislative Attorney to forge the specifics.
- C. **Procedural Rule for Complaints:** The WV Surveyors Procedural Rule for Complaints was acquired for use as a template, but the Board is considering the use of other Board Complaint Rules for use as templates.
- D. **Rule Revision on Acceptable Supervisor Qualifications:** Board member Michael Biafore will generate language for presentation to the Board on a proposed rule revision regarding the qualifications of supervisors of prospective landscape architect candidates.
- E. **Jason Testman Application:** The conditional acceptance of Jason Testman's application as a landscape architect was approved by the Board pending the Board's receipt of evidence of experience and a signed affidavit from Mr. Testman's supervisor, Mr. Kevin Arnold. Board member Todd Schoolcraft will draft a letter stating as much to Mr. Arnold for Board President Roger Kennedy's signature.

III. NEW BUSINESS

- A. **Report on State Auditor's Annual Training Seminar:** Board President Roger Kennedy recently attended the Annual State Auditor's Seminar. Mr. Kennedy found the seminar very informative, and received a manual and various handouts that are available for the Board's reference. He mentioned a strong topic of discussion at the meeting was the thought of combining the resources of several smaller State Boards to acquire an Executive Director to oversee the functions of multiple Boards. Further investigation in the matter will take place in 2009.
- B. **Lapsed Licensee Review:** Discussions were made in regard to a case of a licensee in his first year of licensure at the end of his first year of licensure being late with fee payments. The rule is to require an audit of professional education requirements and assess a late fee. But when the applicant submits a subsequent inactive application, how is the Board to act. The issue will be tabled until the next Board meeting.

IV. TREASURER'S REPORT

- A. **Cash Balance:** Cash balance as of September 30, 2008: \$25,714.58.

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>
Brian Scott Pickering	Approved		Send letter
John W. Rudman	Approval Pending	Withdraw earlier applic.	Send letter
Daniel Reid Akers	Approval Pending	Non-relative references	Send letter
Jonathan M. Jolley	Approval Pending	Plant test	Send letter
Carlos Alberto Jaramillo	Approval Pending	Plant test	Send letter

Grant S. Meacci	Approved		Send letter
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B. December 2008 LARE Exam Candidates:

LARE EXAM RESULTS			
<u>Applicant Name</u>	<u>Section C</u>	<u>Section D</u>	<u>Comments</u>
Shawn Gray			Send letter requesting additional info
Jeremy Sayre			Send letter
Daniel Reid Akers			Pending references
Carla Lukehart			PA Applicant

C. Certificates to be Issued:

CERTIFICATES			
<u>Applicant Name</u>	<u>Certificate Number</u>	<u>Issued</u>	
Laura Lee Cox	335	Pending	
Robert S. Harding	336	Pending	
Sharon Lee Huber-Plano	337	Pending	
Eric Stephen Lord	338	Pending	

VI. CHAIRMAN'S COMMENTS

- December LARE will be held on December 9 and 10.

VII. PUBLIC COMMENT

- There were no public comments.

VIII. NEXT MEETING

- The next meeting is tentatively scheduled for March 2009 in conjunction with EXPO 2009 to be held at the Charleston Civic Center.

Meeting was adjourned at 1:00 PM.

Respectfully Submitted,

R. Todd Schoolcraft, Secretary
 October 29, 2008