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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

STATE BOARD OF LANDSCAPE ARCHITECTS

TIME: 9:30 A.M.

Board Room C
One Penn Center
2601 North Third Street
Harrisburg, Pennsylvania 17110

November 29, 2018

1 State Board of Landscape Architects
2 November 29, 2018
3
4

5 BOARD MEMBERS:
6

7 David B. Morgan, RLA, Chairman, Professional Member
8 Ian J. Harlow, Commissioner of Professional and
9 Occupational Affairs - Absent
10 Dina Klavon, RLA, Secretary, Professional Member
11 Patrick A. West, Professional Member
12 Edward J. Rak, Public Member
13 Richard P. Rauso, RLA, ASLA, Professional Member
14 Richard Leblanc, Ph.D., on behalf of Brett W. Mauser,
15 Consumer Protection Agent
16
17

18 BUREAU PERSONNEL:
19

20 C. William Fritz II, Esquire, Board Counsel
21 Ariel O'Malley, Esquire, Board Counsel
22 Robert B. Armour, Esquire, Board Prosecution Liaison
23 Terrie Kocher, Board Administrator
24
25

26 ALSO PRESENT:
27

28 Ted Mowatt, Wanner Associates, on behalf of the
29 American Society of Landscape Architects
30 Aviere Mitchell, Intern, Wanner Associates, on behalf
31 of the American Society of Landscape Architects
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1 ***

2 State Board of Landscape Architects

3 November 29, 2018

4 ***

5 The regularly scheduled meeting of the State
6 Board of Landscape Architects was held on Thursday,
7 November 29, 2018. David B. Morgan, RLA, Chairman,
8 Professional Member, called the meeting to order at
9 9:30 a.m. Roll call was taken.

10 ***

11 Landscape Architects Board Vacancies

12 [Chairman Morgan noted two Board vacancies, one public
13 member and one Pennsylvania nurseryman.]

14 ***

15 Approval of Minutes of the June 21, 2018 meeting

16 CHAIRMAN MORGAN:

17 Has anyone had a chance to review it or
18 make any comments? These would be the
19 minutes of June 21, 2018.

20 [The Board discussed corrections to the minutes.]

21 CHAIRMAN MORGAN:

22 Do we have a motion to approve the
23 minutes?

24 MR. RAUSO:

25 I'll make the motion to approve the

1 minutes.

2 CHAIRMAN MORGAN:

3 Second?

4 MR. WEST:

5 Second.

6 CHAIRMAN MORGAN:

7 Mr. West seconded. All in favor? Any
8 opposed?

9 [The motion carried unanimously.]

10 ***

11 Report of Board Counsel - Applications

12 [Terri Kocher, Board Administrator, noted an architect
13 exam application for discussion during Executive
14 Session.]

15 ***

16 Report of Board Counsel - Correspondence

17 [Ariel O'Malley, Esquire, Board Counsel, reviewed the
18 Annex and Preamble 16A-6112, regarding Proposed
19 Digital Signatures, in order to move forward with
20 proposed rulemaking. She stated an exposure draft was
21 distributed and no comments were received.

22 Ms. O'Malley described the digital signature as a
23 replica of the regulation put forth by the model
24 rules, both by the engineering organization as well as
25 the architectural organization. She described the

1 Annex as the actual language appearing in the
2 regulation, and the Preamble as the long explanation
3 of each change.

4 Chairman Morgan stated the information clarifies
5 the addition of a digital seal or signature to
6 regulations that are currently in effect.

7 Ms. O'Malley explained the rulemaking package as
8 an expansion of the material with additional
9 information regarding the seal and rubber stamp and
10 provides clarity for licensees to move forward with a
11 digital age.

12 Chairman Morgan commented that prior discussions
13 never resulted in a resolution to determine the type
14 of electronic format and/or software to be permitted.
15 Ms. O'Malley noted prior problems with individuals
16 requesting specificity and the reviewing organizations
17 were against limiting the format.

18 Ms. O'Malley addressed digital signature
19 verification, noting the need for a mechanism to
20 verify the genuine seal of the Board for a landscape
21 architect. She suggested that the licensee's number
22 be included in the seal.

23 Ms. Rauso discussed utilizing a rubber stamp,
24 noting the use of an AutoCAD to create a draft.

25 Ms. O'Malley discussed software mechanisms to

1 automatically mark documents if a sealed document had
2 been altered.]

3 CHAIRMAN MORGAN:

4 Do we have a motion for Annex 16A-6112
5 Proposed Digital Signatures?

6 MR. RAUSO:

7 I'll make the motion to approve the
8 digital signature.

9 CHAIRMAN MORGAN:

10 Second?

11 MR. WEST:

12 I'll second.

13 CHAIRMAN MORGAN:

14 All in favor? Any opposed?

15 [The motion carried unanimously.]

16 ***

17 [Ariel O'Malley, Esquire, Board Counsel, discussed the
18 Annex regarding the license fee increase and
19 suggestions from the Bureau of Finance and Operations
20 (PFO).]

21 Ms. O'Malley reviewed the Board's decision to
22 make a one-time fee increase and the need for a motion
23 to promulgate the rulemaking package as proposed. She
24 noted a possible concern that the public and other
25 licensees might not want the fee increase, and the

1 Board may be advised to alter the regulations to the
2 incremental plan as provided by BFO.

3 Ms. O'Malley stated a regulation package takes 16
4 to 24 months, but since fee regulations have been made
5 a priority by the Governor's office, it is possible
6 the rulemaking could be completed within the next year.
7 She mentioned that BFO anticipated the year to be
8 2021.]

9 CHAIRMAN MORGAN:

10 Do I have a motion to continue along
11 Annex A Application Procedure § 15.12
12 regarding the fee increase?

13 MR. WEST:

14 I'll make the motion to approve the
15 digital signature.

16 CHAIRMAN MORGAN:

17 Second?

18 MR. RAUSO:

19 Second.

20 CHAIRMAN MORGAN:

21 All in favor? Any opposed?

22 [The motion carried unanimously.]

23 ***

24 [Ariel O'Malley, Esquire, Board Counsel, voiced her
25 enjoyment with working with the Board.]

1 ***

2 Introduction of Audience

3 [David B. Morgan, RLA, Chairman, Professional Member,

4 requested the introduction of the audience.]

5 ***

6 Report of Prosecutorial Division - No Report

7 ***

8 Report of Board Chairman - No Report

9 ***

10 Report of Commissioner - No Report

11 ***

12 Report of Board Administrator

13 [Terrie Kocher, Board Administrator, noted the 2019

14 meeting dates. The Board discussed a scheduling

15 conflict for March 14 and agreed to move the meeting

16 to Thursday, March 28.

17 Ms. Kocher also noted the 2020 meeting dates for

18 the Board's review.]

19 ***

20 Election of Officers

21 MR. WEST:

22 I would like to make a motion that David

23 Morgan be retained as Chairman for 2019.

24 MS. KLAVON:

25 I second that.

1 MOTIONS

2 MR. FRITZ:

3 The Board met in Executive Session and
4 conducted quasi-judicial deliberations.

5 I would make a recommendation that a
6 motion be made requiring more information
7 be submitted by the applicant, Matthew
8 Lynch Benzie, on the Landscape Architect
9 Examination Application.

10 CHAIRMAN MORGAN:

11 Do I have a motion to proceed as
12 identified?

13 MR. RAUSO:

14 I'll make the motion to proceed as
15 identified with Mr. Benzie's application.

16 CHAIRMAN MORGAN:

17 Second?

18 MS. KLAVON:

19 I second the motion.

20 CHAIRMAN MORGAN:

21 Okay the motion has been seconded. All
22 in favor? Any opposed?

23 [The motion carried unanimously.]

24 ***

25 Adjournment

1 CHAIRMAN MORGAN:

2 I call for a motion to adjourn.

3 MR. RAK:

4 So moved.

5 CHAIRMAN MORGAN:

6 Second?

7 MR. WEST:

8 Second.

9 CHAIRMAN MORGAN:

10 All in favor? All right, very good.

11 We're adjourned. Thank you.

12 [The motion carried unanimously.]

13 ***

14 [There being no further business, the State Board of
15 Landscape Architects Meeting adjourned at 10:48 a.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Landscape Architects meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Landscape Architects meeting.



Amber Garbinski,
Minute Clerk
Sargent's Court Reporting
Service, Inc.

STATE BOARD OF LANDSCAPE ARCHITECTS
REFERENCE INDEX

November 29, 2018

TIME	AGENDA
9:30	Official Call to Order
9:30	Introduction of Board Members
9:33	Approval of Minutes
9:34	Correspondence
9:51	Introduction of Audience
9:52	Report of Board Administrator
9:58	Executive Session
10:47	Return to Open Session
10:47	Motions
10:48	Adjournment