

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF LANDSCAPE ARCHITECTS
October 3, 2019 PUBLIC MEETING MINUTES**

A regularly scheduled public meeting of the Massachusetts Board of Registration of Landscape Architects (“the Board”) was held on October 3, 2019 at 1000 Washington Street, Rm 1G, Boston MA

1. The **meeting** was called to order by the chair at 10:40 A.M.

Members Present:

Pamela Shadley, LA Member, Chair
Mark Zarrillo, LA Member
Marion Pressley, LA Member
Kimberly Drake, LA member

Administration Present:

Peter Kelley, Board Counsel
Doris Lugo, Investigator
Tamara Smith, Program Coordinator

1. Board Review of the June 20, 2019 open session minutes.

A MOTION was made by Mr. Zarrillo, seconded by Ms. Pressley and voted unanimously by the Board to accept the Meeting Minutes as presented.

2. Administrative report and follow up.

- a. The Board discussed the application printouts from Accela on finding a view friendly solution while staff suggested breaking up the app to have the data tables from the form converted back to paper for uploading. The Board agreed to review it at the next meeting.
- b. Discussion regarding exam applicants who passed the exam before applying for licensure in MA. Counsel suggested amending the application to ask the question followed up with a postscript of how the Board might proceed.
- c. The Board ratified the following dates for 2020:
 - i. Jan 16
 - ii. Mar 12
 - iii. Jun 11
 - iv. Sep 10

3. Update on CLARB related activities.

Mr. Zarrillo provided a brief report on CLARB and regional activities.

4. Applications for Board review.

a. Examination

- i. Amelia J. Allen

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

ii. Terence J. Fitzpatrick

Following review of application materials submitted the application was tabled pending submittal of a current reference and Harvard transcript.

iii. Elyse N. Gemme

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

iv. Emily N. Hunt

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

v. Joshua G. Kolator

Following review of application materials the application was considered deficient due to a failing score on the application test. Recommended approval upon obtaining a passing score.

vi. Yuan Xue

Following review of application materials the application was determined to be deficient for work experience and requires an updated professional reference of at least 6 months.

By motion of Ms. Drake, seconded by Mr. Zarrillo, the board voted unanimously to approve the actions taken on the foregoing applications for licensure by examination as discussed.

b. Reciprocity

i. Jarrod R. Baumann

Following review of application materials the application was determined to be deficient for verification of out of state license. Recommended for approval pending receipt of the verification.

ii. Nicholas A. Betts

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for reciprocity.

iii. Ralph G. Leedy

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for reciprocity.

iv. Thomas E. Moseley

The application was tabled pending submittal of an application as the original was submitted online.

v. Benjamin Oxender

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for reciprocity.

vi. Katie M. Rudowsky

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for reciprocity.

By motion of Ms. Pressley, seconded by Ms. Drake, the board voted unanimously to approve the actions taken on the foregoing applications for licensure by reciprocity as discussed.

12:21 P.M. A motion was made by Ms. Pressley and seconded by Ms. Drake and so moved to enter investigative conference closed session pursuant to G.L. c. 112, §65C

5. Investigative conference

- a. 2016-000616-IT-ENF - dismiss

12:29 P.M. A motion was made by Mr. Zarrillo and seconded by Ms. Drake to exit closed session and to enter open session. The motion passed unanimously.

6. Miscellaneous matters not reasonably anticipated by the Chair/Board.

- a. The Board reviewed a communication from David LaPointe principal at Beals and Thomas, Southborough. A motion was made by Ms. Drake and seconded by Ms Pressley to issue a statement to the Designer Selection Board with a reminder of the Board's requirements for licensure of Landscape Architects on RFQs.
- b. Counsel addressed the Board regarding an agency wide impetus to "clean up" Board specific laws. Peter stated he has 2 suggested amendments for the Board regarding the citizenship status and the Board's purview to include the practice of the profession.

The chair requested a motion to adjourn

At 12:49 P.M. a motion was made by Ms. Drake and seconded by Mr. Zarrillo and it was so unanimously voted that the meeting be adjourned.

List of Documents referred to in the open meeting:

Agenda

Minutes of the June 20, 2019 meeting