

STATE OF CONNECTICUT

BOARD OF LANDSCAPE ARCHITECTS

TEL. NO. (860) 713-6135

-MINUTES-

SEPTEMBER 10, 2019

The Board of Landscape Architects held a regular meeting on September 10, 2019 which was called to order by Board Member Mark Arigoni at 9:36 AM in the North Building, Meeting Room J, Department of Consumer Protection, 450 Columbus Boulevard, Hartford, Connecticut 06103.

Board Members Present:

Mark R. Arigoni	Landscape Architect
Dominick Celtruda	Landscape Architect
W. Phillips Barlow	Landscape Architect

Board Members Not Present: Anne L. Penniman, Landscape Architect

Vacancy: Three (Public Members)

DCP Staff Present: Karen Layman, License & Applications Analyst

Others Present: Janita Hamel, Supervising Special Investigator
Raul Rodriguez, Asst. Attorney General
Emily Bousaada

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860) 706-1202.

Agency Website: www.ct.gov/dcp

Division E-Mail: dcp.occupationalprofessional@ct.gov

1. Review of minutes of the June 11, 2019 Board of Landscape Architects Meeting

The Board voted to approve the June 11, 2019 minutes as written. (Celtruda/Arigoni) (Phil Barlow abstained from voting.)

2. Comments or Concerns of any Person Present Today

None

The Board voted unanimously to take Agenda Items 4C and 4D out of order. (Arigoni, Celtruda)

4. Old Business

4C. Discussion regarding the appropriate term to use for an unlicensed individual that has a landscape architect degree but is not yet licensed

Dominick Celtruda expressed his concerns at the June 11, 2019 meeting regarding the importance of determining what the appropriate term for such individuals should be, and is seeking recommendations from the Board. Some terms that have been considered are “site designer”, “landscape designer”, and “landscape architect in training.”

Raul Rodriguez, Asst. Attorney General, was in attendance to speak on this topic. Raul stated that he reviewed the Landscape Architect statues and regulations and agrees with the Board that there is not a definition for unlicensed individuals doing this type of work at this time. Raul suggested that the Board could contact the Department to discuss adding an additional category. Dominick Celtruda noted that the term “Intern Landscape Architect” is used for this purpose in another state.

After further discussion, the Board voted unanimously to state that this Board feels that it’s not in their purview to make that designation, however, the Board feels that it is important and should be pursued by the professional society. (Arigoni/Barlow) (Dominick Celtruda abstained from voting.)

4D. CT DOT – District Three – Acceptance of Landscape Architect Stamp

(Board Member Phil Barlow recused himself and left the room)

At the June 11, 2019 Board of Landscape Architect meeting, Mark Arigoni reported a concern on behalf of Phil Barlow regarding CT DOT District Three and the lack of acceptance of a landscape architect stamp.

Raul Rodriguez, Asst. Attorney General, was in attendance to speak on this topic. Raul informed the Board that he has been in contact with DOT, and they have requested more information regarding this project in order go forward in researching this concern.

The Board determined that they will request that Phil Barlow put together a complete package with additional information and forward it to Raul so he can follow up on this matter.

(Board Member Phil Barlow returned to the meeting room)

3. DCP Investigation Division Complaint Status Report

3A. Janita Hamel stated that there not any complaints from the period of 4-30-19 to 6-30-19, and reviewed with the Board the complaint report for 07-01-19 to 8-31-19.

The Board voted unanimously to take Agenda Item 5A out of order. (Arigoni/Celtruda)

New Business :

5A. Emily Bousaada appeared to seek the Board's guidance on her qualifications for the Landscape Architect exams.

Emily Bousaada presented the Board with documentation regarding her qualifications. After discussion and review of the documentation, the Board voted unanimously to approve Chairperson Mark Arigoni to draft a letter to be sent to CLARB stating that Emily meets the criteria for approval to take the exam. (Celtruda/Arigoni)

4. Old Business (Cont'd)

4A. Update from the Department regarding proposed changes to the Regulation of the State Board of Landscape Architects approved by the Board on February 27, 2018

- 1) Email from Julianne Avallone, Legal Director - July 9, 2019
- 2) Email attachment - Regulation draft – July 8, 2019
- 3) Email attachment - LCO Memorandum June 25, 2019

The Board reviewed the email and attached documents. After reviewing the LCO Memorandum dated June 25, 2019, the Board noted that the box labeled "Did Agency Submit a Small Business Impact Statement?" is filled in as "No". The Board would like to clarify that this small business statement is not an item that is required to be submitted, therefore holding up the process for approval of these regulations, and asked that the Department follow up with the Legal Division and reply back to the Board.

4B. Continuation of discussion concerning the involvement of State Board's with their accredited university (UConn) regarding outreach and understanding of the licensure process

Dominick Celtruda provided an update. Dominick Celtruda and Phil Barlow will set a date this fall to provide a presentation at UConn regarding licensure in Connecticut. Mark Arigoni can assist with the preparation of the presentation.

(Old Business Items 4C and 4D were taken out of order; See Page 2)

4E. James R. Swift – Referral to DCP Investigations Division

The Board thanked the Investigations Division for processing the complaint and sending the warning letter to James Swift.

4F. James R. Swift – Reinstatement request

Discussion took place regarding the processing of reinstatement requests as it pertains to the requirement for the completion of continuing education before a licensee is approved for reinstatement. The Board requires that James Swift provides proof of having taken all required continuing education credits before being approved for reinstatement. The Board requests that this item be carried over to the December 3, 2019 meeting agenda.

(Note: DCP will provide the reinstatement application and proof of required continuing education for the next meeting if supplied by James Swift)

4G. Application of Jacob G Glazer for licensing by written examination; Jacob G Glazer is applying with a CLARB Council Record (No. 46927) and has passed the Landscape Architect Registration Examination with the Council of Landscape Architectural Registration Boards. The Board voted unanimously to table Mr. Glazer's application at the June 11, 2019 meeting until additional information regarding the curriculum, course criteria, and names of professors is submitted to the Board for further review.

Mr. Glazer has submitted, for today's meeting, the requested information for the Board's review. After review and discussion, the Board voted to approve Mr. Glazer's application. (Barlow/Arigoni) (Dominick Celtruda was opposed.)

4H. Public Member Vacancies

Phil Barlow reiterated the ongoing concern regarding the three public member vacancies and the importance of filling these vacancies. The Board requested that the Department provide them with the contact at the Governor's Office to check on the status of letters of interest in public member vacancies.

New Business (Cont'd)

(New Business Item 5A was taken out of order; See Page 3)

5B. Application of Jacqueline N Helms for licensing by written examination; Jacqueline N Helms is applying with a CLARB Council Record (No. 53413) and has passed the Landscape Architect Registration Examination with the Council of Landscape Architectural Registration Boards. Upon a thorough review, the Board voted unanimously to approve Ms. Helms for licensing in Connecticut as a Landscape Architect. (Celtruda/Barlow)

5C. Updated list of applications processed for licenses subsequent to the June 11, 2019 meeting of the Board.

No.	Name	Method of Licensure	Approved Date
1529	Bowers, John Keith	Waiver of Exam; CLARB Council Record No. 2161; DE	August 23, 2019
1530	Friend, Richard Lysle	Waiver of Exam; CLARB Council Record No. 18698; GA	August 29, 2019
1534	Gusto, Kelley W	Waiver of Exam; CLARB Council Record No. 43813; MA	August 29, 2019

Board so noted.

5D. Applications for Corporate Practice of Landscape Architecture

There are no corporate practice applications for review at this time.

The Board is requesting that DCP staff Barbara Syp attend the December 3, 2019 meeting to provide information regarding the following question: Who is required to register as a corporate practice?

5E. Applications for the Joint Practice of Landscape Architecture Land Surveying and Professional Engineering

There are no joint practice applications for review at this time.

The Board is requesting that DCP staff Barbara Syp attend the December 3, 2019 meeting to provide information regarding the following question: If registered as a joint practice, do you have to be registered as a landscape architect corporate practice as well?

5F. 2019 CLARB Annual Meeting

Mark Arigoni will be attending the CLARB Annual Meeting at the end of September. The Board voted unanimously to appoint Mark Arigoni to be the delegate to vote on the Board's behalf at this annual meeting. (Celtruda/Barlow)

Mark Arigoni informed the Board that he has been elected the CLARB Region 1 Director.

6. Correspondence

There is no correspondence for review at this time.

7. Comments or Concerns of any Person Present Today

None

There being no further business, the meeting adjourned at 10:59 AM.

Respectfully Submitted,

Karen Layman,
License & Application Analyst

2019 Board of Landscape Architects Meeting Date: December 3, 2019