

**LANDSCAPE ARCHITECTS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL
ENGINEERS, DESIGNERS AND LAND SURVEYORS
MINUTES
SEPTEMBER 21, 2011**

BY PHONE: Bernie Abrahamson, Rosheen Styczinski, Michael Kinney and Nancy T. Ragland

NOT PRESENT: Wayne Tlusty

STAFF PRESENT: Denise Aviles, Bureau Director; Yolanda McGowan, Legal Counsel; Michelle Solem, Bureau Assistant; other Department staff was present during portions of the meeting

CALL TO ORDER

Rosheen Styczinski, Chair, called the meeting to order at 9:34 a.m. A quorum of 4 members was present.

AGENDA

Amendments

- Add Red folder item under K (12) (1) – waiver of CE request received from J.H.

MOTION: Nancy Ragland moved, seconded by Mike Kinney, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF APRIL 12, 2011 MINUTES

MOTION: Mike Kinney moved, seconded by Rosheen Styczinski, to approve the Minutes of April 12, 2011 as published. Motion carried unanimously.

**ADMINISTRATIVE REPORT
DENISE AVILES, BUREAU DIRECTOR**

Denise Aviles reviewed the 2012 meeting dates. She explained the Department name change that resulted from the merger of DRL with parts of Commerce. She also explained the change to the travel policy. She announced the revival of the regulatory digest for the A-E Joint Board.

NOMINATION: Nancy Ragland nominated Rosheen Styczinski as Chairperson for 2012. The chair called for additional nominations three times. Rosheen Styczinski was elected chair by unanimous vote.

NOMINATION: Mike Kinney nominated Wayne Tlusty as Vice-Chairperson for 2012. The chair called for additional nominations three times. Wayne Tlusty was elected vice-chair by unanimous vote.

NOMINATION: Mike Kinney nominated Nancy Ragland as Secretary for 2012. The chair called for additional nominations three times. Nancy Ragland was elected Secretary by unanimous vote.

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CREDENTIALING MATTERS

Rosheen Styczinski asked for clarification regarding 443.02(3) specifically as it relates to firms and responsible persons. Yolanda McGowan will review legislation and provide an update at the next meeting.

Review Application Appraisal Form and Revise as Applicable

Rosheen Styczinski noted that the form included in the packet was out of date as it still had "19__" and not "20__".

Review and Discuss CE Requirements for Applicants using the Comity Pathway to Licensure

There was discussion related to reciprocal licensure as well as a discussion related to waiver of continuing education requirements under certain circumstances.

Discussion Regarding the Internal Procedure for Continuing Education Auditing

There was discussion regarding the audit of Continuing Education required for Landscape Architects. The Section asked for a form that those undergoing an audit would complete that would standardize the audit review process. The section also discussed the actual CE courses and how the Department would know if the course would qualify. It was indicated that the Liaison could be contacted for clarification of guidelines for qualifying CE and if necessary, the matter could be placed on the next Section agenda for discussion.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

Begin Rule-Writing Regarding Implementation of 2009 WI Act 123

The Section discussed rule changes that needed to be made and provided guidance to Yolanda McGowan to make those changes. The Section will review AE- 8 and AE-9 for any additional changes that may be needed based on recent statutory changes. This item will be on the next agenda for further consideration.

SPEAKING ENGAGEMENT, TRAVEL, PUBLIC RELATIONS REQUESTS

MOTION Bernie Abrahamson moved, seconded by Nancy Ragland, to designate Rosheen Styczinski as the Section's delegate to the 2011 CLARB Annual Meeting. Motion carried unanimously.

Report on CLARB Annual Meeting – Rosheen Styczinski

Rosheen Styczinski reported that the LARE exam style will be changing to a 4 section exam. There was a presentation related to a standard title for landscape architects. She reported that she has been the Alternate Director for Region 2 and is considering a second term. She told the Section that CLARB is also looking for graders and test writers as well and that members and non-member licensees could apply to fill those positions.

CLOSED SESSION

MOTION: Nancy Ragland moved, seconded by Bernie Abrahamson, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s.

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19.85(1)(g), Stats.) Roll Call Vote: Michael Kinney -yes; Nancy T. Ragland -yes;
 Rosheen Styczinski-yes; Bernie Abrahamson – yes. Motion carried unanimously.

Open Session recessed at 10:55 a.m.

RECONVENE TO OPEN SESSION

MOTION Mike Kinney moved, seconded by Nancy Ragland, to reconvene into Open Session at 12:56 p.m. Motion carried unanimously.

VOTING ON ITEMS DELIBERATED ON IN CLOSED SESSION

MOTION: Nancy Ragland moved, seconded by Mike Kinney, to take action on the applications as noted in the application files. Motion carried unanimously.

APPLICATIONS REVIEWED ON SEPTEMBER 21, 2011

The Section took the following action on applications.

FOR LANDSCAPE ARCHITECT EXAMINATION

- | | | |
|------------|-------------------|--------------------|
| a. Granted | | |
| 1. | Aten, Nancy | 4. Moilien, Abbie |
| 2. | Carlson, Philip M | 5. Wanta, Jonathon |
| 3. | Kasper, Evan | |

FOR LANDSCAPE ARCHITECT LICENSURE

- | | |
|-----------|---------------|
| b. Denied | |
| 1. | Epping, Bradd |

MOTION Mike Kinney moved, seconded by Rosheen Styczinski, to grant a conditional waiver of CE to J.H. giving additional time equivalent to the time of deployment and require notification to the department of the day the deployment ends. Motion carried unanimously.

Members Mike Kinney, Rosheen Styczinski and Nancy Ragland authorized the Department to sign the application files as discussed during closed session.

ADJOURNMENT

MOTION: Nancy Ragland moved, seconded by Mike Kinney, to adjourn the meeting at 12:58 p.m. Motion carried unanimously.