



**STATE OF WASHINGTON
DEPARTMENT OF LICENSING
WASHINGTON BOARD OF LICENSURE FOR
LANDSCAPE ARCHITECTS
REGULAR BOARD MEETING MINUTES**

DATE: November 7, 2024
TIME: 10:00 a.m.
LOCATION: Video Conference via Microsoft Teams

BOARD MEMBERS: **Curtis LaPierre**, Chair
Daren Crabill, Vice Chair (excused)
Lindsey Solorio, Secretary (absent)
Jason Anderson, Board Member
Sharon Robinson-Losey, Board Member

STAFF MEMBERS: **Julia Manley**, Policy Advisor and System Liaison
Grace Hamilton, Investigations Supervisor
Debra Allen-Bâ, Assistant Administrator
Sandy Baur, Program Specialist
Alyssa Woods, Program Specialist

1. Call to Order

Board Chair Curtis LaPierre called the meeting to order at **10:03 a.m.**

2. Roll Call

Program Specialist Alyssa Woods conducted roll call. All board members were present except for Vice Chair Daren Crabill who was excused, and Secretary Lindsey Solorio who was absent.

3. Approval of Agenda

Program Specialist Sandy Baur requested that agenda Item 7.2.3.2. *Program Funding Structure Presentation* be moved to the next meeting.

Board Member Jason Anderson made a **MOTION** to approve the agenda with the requested amendment to move Item 7.2.3.2 to the next meeting's agenda. Board Member Sharon Robinson-Losey **SECONDED** the motion, and it was approved by a vote of 3-0.

4. Approval of Minutes

4.1. Regular Meeting Minutes from May 9, 2024

Board Member Anderson made a **MOTION** to approve the minutes as presented. Board Member Robinson-Losey **SECONDED** the motion, and it was approved by a vote of 3-0.

5. Old Business

5.1. Outreach Update

Board members and staff will provide updates regarding outreach activities.

Board Member Anderson shared that he had reached out to the Washington Chapter of the American Society of Landscape Architects (WASLA) to coordinate opportunities to present to young people regarding the landscape architecture industry. He also networked with his local high school's guidance counselor.

Chair LaPierre said he spoke at the WASLA conference in September regarding several topics of outreach, including the number of licensees "aging out" of the industry. He said he would create a follow-up article for the WASLA newsletter.

6. New Business

6.1. Adoption of 2025 Meeting Dates

Board staff will present proposed board meeting dates for 2025 to the Board for adoption.

Ms. Baur presented proposed board meeting dates. The Board discussed their availability.

Board Member Anderson made a **MOTION** to approve of the proposed dates. Board member Robinson-Losey **SECONDED** the motion and it was approved by a vote of 3-0.

6.2. Discussion of 2025 Board Goals and Priorities

The Board will review previously set goals and priorities and establish its areas of focus for 2025.

The Board discussed and agreed to update "prioritizing student outreach" to "prioritizing student outreach at different educational levels." This topic would include research on school enrichment programs, such as horticulture and 4-H, that could have landscape architecture components added to them.

Board members also discussed Board recruitment, including the option to write short articles for the WASLA newsletter.

Staff was directed to update the 2025 goals and present this item for the Board's review and approval at the next meeting.

7. Reports

7.1. Committee/Task Force Reports

7.1.1. WAC Review Committee

Ms. Baur said, due to staffing issues, the necessary updates were not able to be completed. This item will be revisited during the next meeting.

7.2. Staff Reports

7.2.1. Centralized Investigations and Audits Unit Reports

7.2.1.1. Complaint Status Report

Investigations Supervisor Grace Hamilton reviewed the Licensee Count Report with the Board.

Chair LaPierre asked for clarification on how jurisdiction is defined for the Board regarding complaints, which Ms. Hamilton addressed.

7.2.2. Licensing and Customer Support Services Reports

7.2.2.1. Licensee Count Report

Ms. Baur reviewed the Licensee Count Report with the Board.

Chair LaPierre asked whether the additional licensee count data included reciprocity licensees. Policy Advisor and System Liaison Julia Manley confirmed it did and said staff would be able to provide data breaking out in-state versus reciprocity applicants.

7.2.3. Boards, Commissions and Outreach Reports

7.2.3.1. Legislative Update

Ms. Baur provided an update on implementation of House Bill (HB) 1301 - *Creating license review and reporting requirements*. She said the Department of Licensing had completed the required review and submitted the report to the Legislature on time.

Ms. Baur provided an update on the change of the landscape architect fund designation to the Business and Professions "06L" account.

Ms. Baur informed the Board of a bill regarding interior design regulation that would be proposed by that industry during the 2025 legislative session. She said, while not directly under the Board's purview, there was some overlap between the two industries.

Chair LaPierre asked whether there had been a pre-file on the interior design regulation. Ms. Baur said staff were waiting on draft legislation to review. Chair LaPierre said the Board would like to review the draft legislation when it became available as there was crossover between the two professions.

Chair LaPierre asked board members whether they had received a copy of the HB 1301 report, and they all confirmed they had.

7.2.3.2. Program Funding Structure Presentation

This item was moved to next meeting's agenda and was not discussed.

7.2.3.3. Review of Master Action Item List

Ms. Baur reviewed the Master Action Item List with the Board.

8. Public Comments

There were no written or verbal comments from the public.

9. Conclusion

9.1. Announcements

Ms. Baur introduced Program Specialist Alyssa Woods and said she was joining Program Specialist Sydney Muhle in support of the Board.

9.2. Requests for future agenda items

None.

9.3. Review of action items and items for next meeting

Agenda items:

- Program Funding Structure Presentation
- Discussion and adoption of the Board's 2025 Goals and Priorities

Action Items:

- Chair LaPierre to create an article for the WASLA newsletter regarding the number of licensees "aging out" of the industry and strategies to combat that loss.

- Staff will update the 2025 goals to include outreach at different educational levels. This item will be on the next meeting agenda for approval.
- Staff will provide licensee count data for new licensees comparing in-state versus reciprocity applicants.
- Staff to provide draft legislation on the interior design regulation for Board review when it becomes available.

10. Adjournment

Chair LaPierre adjourned the meeting at **10:39 a.m.**

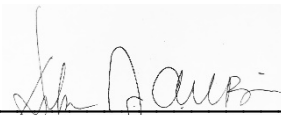
Next Board Meeting:

Thursday, February 6, 2025

10:00 a.m.

Virtual via Microsoft Teams

Submitted by:

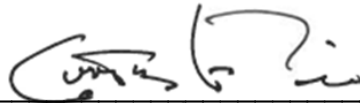


Debra Allen-Bâ, Assistant Administrator

2/6/2025

Date

Approved by:



Curtis LaPierre, Chair

2/6/2025

Date