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**Maryland Board of Examiners of Landscape Architects**  
**Business Meeting**  
*Meeting Minutes*

DATE: January 23, 2023

TIME: 01:30 PM

LOCATION: 1100 N. Eutaw St.  
5<sup>th</sup> Floor Conference Room  
Baltimore, MD 21201  
*(Teleconference via Google Meet)*

MEMBERS PRESENT: Christopher Schein, *Chair*  
Grace Fielder, *Vice – Chair*  
David O’Dell, *Landscape Architect*  
Cameron C. Duncan, *Consumer Member*

STAFF PRESENT: Zevi Thomas, *Executive Director*  
Faith Green, *Board Administrator*  
Jessica Praley, *Board Counsel*  
Andrew Brouwer, *Board Counsel*  
Danielle Anderson, *O&P Web Coordinator*  
Matthew McKinney, *Director of Appointments and Regulatory Compliance*

OTHERS PRESENT: Contessa Robuck  
Bezaleel Jackson

**Meeting Called to Order**

Grace Fielder, Vice – Chair, called the Board of Examiners of Landscape Architects meeting to order at 1:38 p.m.

**Approval of January 23, 2023 Minutes**

The members reviewed the minutes of the Business meeting held on October 31, 2022.

Motion (I) was made by Mr. O’Dell, seconded by Mr. Duncan, and unanimously carried by the Board to approve the minutes without corrections.

**CPC Committee**

### CPC Provider's List

Ms. Fielder recounted that the Board met in December, and discussed the topic of regulations. Ms. Praley stated that the Board's regulations are currently in a moratorium until February 13, 2023, and the Providers' List review should be postponed until the next meeting.

Ms. Fielder reminded the Board that the last time the CPC Committee met, there were three considerations to be discussed:

1. Partial exams; specifically the decoupling of certain topics
2. The number of CPC units
3. Emeritus status.

In regards to emeritus status, Ms. Fielder stated that it should take low-priority in the Committee, and that it should focus on sunset occurring in 2024. Ms. Fielder believed that the CPC Committee should be repurposed to cover all of these topics. Mr. Schein clarified Ms. Fielder's inquiry that all three topic items should be revisited in relation to sunset overall.

Mr. Schein stated that the Board should re-examine individual issues within the statutes. Ms. Praley responded that the Board should focus on sunset. Afterwards, Mr. Schein can create a legislative committee that is directed towards re-examining the statutes.

### Correspondence

None

### Review Applications

Mr. Schein reviewed all applications, and stated that all exam and reciprocity applications were eligible to be approved.

Motion (II) was made by Mr. O'Dell, seconded by Ms. Fielder, and unanimously carried by the Board to approve all applications.

### Executive Director's Report

Mr. Thomas informed the Board that the Division of Occupational and Professional licensing will be moving to a different location in Baltimore City. In addition, Mr. Thomas introduced Matthew McKinney as Director of Appointments and Regulatory Compliance.

### Board Counsel's Report

Ms. Praley wanted to update the Board of the following dates:

1. Legislative Crossover Date – March 27, 2023
2. *Sine Die* – April 11, 2023
3. Legislative bills must be signed - May 28,

She added that the sunset bill does not have a legislative number, but is continuously tracking its progress.

### New Business

#### Board Appointment

Mr. O'Dell stated that his tenure on the Board ends June 30, 2023, and he will not be submitting an application for renewal. He informed the Board that an individual has contacted him regarding his position, and has applied.

Mr. Thomas invited Mr. McKinney to share insight on the process of new appointments. Mr. McKinney informed the Board that they are Green Bag appointments which means that the application deadline is

January 27, 2023. From January 27 – February 17, 2023, only Green Bag appointment applications will be reviewed.

Ms. Fielder inquired about current members wanting to renew their position. Mr. McKinney responded that Ms. Fielder must reapply within the Green Bag time frame.

Ms. Robuck introduced herself as a landscape designer that submitted an application for the Consumer Member position on the Board while applying for her landscape architect license. Mr. Thomas suggested that applying for both a license and a Consumer Member position may be a conflict of interest.

### Old Business

Ms. Fielder brought communication before the Board to consider publicly recognizing those newly licensed with a wall certificate at a public function at ASLA. Mr. Thomas stated that not all new licensees are part of ASLA, nor do they live in the State of Maryland. Mr. Schein requested clarification on the Board's role in presenting certificates at an ASLA function.

Mr. Thomas clarified the distinction between a license and wall certificate. He suggested a solution similar to the Board of Professional Engineers and Society of Engineers where the Board and the society collaborate. The Board sends the wall certificates to the Society of Engineers to hand out at their ceremony.

Ms. Praley suggested that the Board receive a written request from Maryland's ASLA chapter to forward to Mr. Thomas as it is an administrative matter. Mr. Schein voiced concern of putting the responsibility of new licensees receiving their wall certificated on a third party. Mr. O'Dell suggested that the default should be that the wall certificates are mailed, and licensees may opt into a presentation.

### Complaint Committee Report

None

### Public Comment

None

### Adjournment

Motion (III) was made by Ms. Fielder, seconded Mr. O'Dell, and unanimously carried by the Board to adjourn the meeting at 2:15 p.m.

The next Board Meeting is on April 17, 2023 at 1:30 p.m.

*Chair's Signature:* Signature on File

*Date:* 04/17/2023