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**Maryland Board of Examiners of Landscape Architects**

**Business Meeting**

*Meeting Minutes*

DATE: Monday, October 31, 2022

TIME: 01:30 P.M.

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*  
Danielle Anderson, *O&P Web Coordinator*  
Noraida Lozano, *Administrator, Board of Architects*

**Meeting Called to Order**

Chris Schein, Chair, called the Board for Examiners of Landscape Architects meeting to order, virtually, at 1:42 p.m.

**Approval of July 25, 2022, Minutes**

The members reviewed the minutes of the Business meeting held on July 25, 2022. Mr. Schein stated there was a correction on page three, paragraph five changing the wording from “they could be qualified for reciprocity to which Mr. Duncan agreed” to “they could be qualified to take and/ or sit for the L.A.R.E”.

Motion (I) was made by Ms. Fielder, seconded by Mr. Duncan, and unanimously carried by the Board to approve the minutes with corrections.

**New Business**

Mr. Schein reiterated that the Board should continue to monitor the Architect Board’s sunset extension.

Mr. Thomas proposed the idea of a retired status for Landscape Architects to the Board. Attorney Praley stated the addition of a retired status would require statutory changes. Ms. Fielder responded that a retired status was not added due to the Board handling regulatory changes before statutory proposals, but is in agreement that a retired status is necessary for the profession.

Ms. Praley responded to Ms. Fielder stating that the easiest way to handle statutory changes for a retired status is to create a legislative committee. The retired status would then be added as proposal set before the legislative committee.

Mr. Schein inquired about the Board's sunset date that takes place in 2024, and if any additional action was required of the Board. Ms. Praley responded that the documents have been prepared and submitted to the Office of the Secretary. The documents for the Board's sunset extension will be presented during the Legislative sessions in 2023.

### Old Business

None

### CPC Committee Reports

#### *CPC Providers List*

Mr. Schein summarized the proposed continuing education/Professional Development regulations that are to be delivered to the Department of Labor that have been prepared by the committee over a series of meetings, with the assistance of Ms. Praley and Mr. Thomas. The proposed regulations are a pre-approved list of providers for continuing education credits. Ms. Fielder added that the proposed list is an addition to the existing providers list. The Board agreed to review this approved list on a regular basis for changes.

Mr. Schein stated that even though the list is pre-approved, it still needs to fall within CONMAR [09.28.04.06.htm](#). Mr. Schein then inquired on a status of the proposed regulations presented to the Secretary's Office. Ms. Praley stated that the Board has not received any correspondence from the Secretary's Office. Ms. Praley reminded the Board of the process to adopt the new regulations, and her role in posting them to the Maryland Register.

The Maryland Chapter of ASLA inquired to Ms. Fielder regarding the updated status, and if she could forward any information. Ms. Praley advised against any updates being sent to third parties before receiving correspondence from the Secretary's Office. Ms. Fielder suggested a summary of the new regulations in the agency's By Design Newsletter at the appropriate time.

Mr. Duncan inquired if there was an established process to add providers after the regulations are official. Ms. Fielder stated it would follow the CPC course provider application update process.

### Correspondence

Mr. Thomas brought an inquiry before the Board regarding the appropriate title for a employee who belongs to a firm, practicing landscape architecture, but is not licensed. Ms. Fielder stated that the common term among firms in the industry is Landscape Designer, not Landscape Architect. Mr. O'Dell and Mr. Duncan agreed to this term. Mr. Schein added that a person cannot call themselves a Landscape Architect while being unlicensed in the State of Maryland.

Ms. Praley stated that this inquiry appeared to be for legal advice, and recommended that in the answer to the inquiry states that the Board cannot offer legal advice. You cannot call yourself a Landscape Architect without a license, or you will be in violation.

Review Applications

Mr. Schein stated that all applications were reviewed and should be approved.

Motion (II) was made by Mr. O'Dell to approve the 3 exam applications and 4 reciprocal applications, seconded by Ms. Fielder, and unanimously carried by the Board to approve the applications.

Executive Director's Report

Mr. Thomas stated there are still some issues with Board members receiving emails that are solely for the Board's staff, and inquired if any Board members are still receiving such emails. Mr. Schein responded that he is the only Board member still receiving the aforementioned emails. Mr. Thomas stated that he would forward this issue to the IT Department to be resolved.

Board Counsel's Report

Jessica Praley, Esquire

Ms. Praley stated that a new counsel, Andrew J. Bouwer, will be taking over her position as Board Counsel for all of the Design Boards including: Landscape Architects, Architects, Professional Engineers, and Professional Land Surveyors. Ms. Praley will continue represent the Certified Interior Design Board.

Adjournment

Motion (III) was made my Mr. Duncan, seconded by Mr. Schein, and unanimously carried by the Board to adjourn the meeting at 2:20 p.m.

The next Board Meeting is on January 23, 2023 at 1:30 p.m.

Chair's Signature: Signature on File

Date: 01/23/2023