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

DATE: Monday, April 29, 2024

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, *Secretary*  
Heather English, *Landscape Architect*  
Cameron C. Duncan, *Consumer Member*  
David Thaler, *Consumer Member*

STAFF PRESENT: Zevi Thomas, *Executive Director*  
Faith Green, *Board Administrator*  
Matthew Venuti, *Board Counsel*  
Matthew McKinney, *Director of Government Affairs*  
Sarah McDermott, *Assistant Commissioner, O&P*

Meeting Called to Order

Chris Schein, Chair, called the Board for Examiners of Landscape Architects meeting to order, virtually, at 1:31 p.m.

Approval of October 16, 2023 and November 13, 2023 Minutes

The members reviewed the minutes of the business meeting held on February 12, 2024. Motion (I) was made by Ms. Fielder, seconded by Mr. Duncan, and unanimously carried by the board to approve the minutes with corrections.

Correspondence

None

Executive Director's Report

Mr. Thomas reported that the Interprofessional Council on Registration is holding a webinar on overlapping practice within the design disciplines, and a link will be shared with all board members

following this meeting. He continued to report that the Maryland Board of Pilots has been directly affected by the collapse of the Francis Scott Key Bridge. Due to the Board of Pilots being administratively connected to the Design Boards, response times to correspondence with staff may be slightly impacted.

#### Board Counsel's Report

Mr. Venuti reported that the legislative session ended on April 8, 2024. The board did not have any bills for this session. However, if the board wanted to pursue a bill for emeritus status, then it must be sent to the Office of the Secretary no later than August 1, 2024.

#### New Business

Ms. Fielder stated that the History of Landscape Architecture has been approved by the State Archives.

#### Old Business

##### Fee Increase

The members reviewed the proposed regulations for fee increases. The topic was discussed at length considering the increased operational cost and impeding move of the department to a new location in the business district of downtown Baltimore. Mr. Thaler inquired about the overall budget for the Design Boards. Mr. Thomas shared a graph with the anticipated expenses for the Design Boards over the next three fiscal years. A full report on the revenue and expenses will be presented at the next board meeting. With no further discussion on this topic, Motion (II) was made by Ms. Fielder, seconded by Ms. English, and carried four in favor and one against by the board to approve the fee increases.

##### Exploratory Committee

Ms. Fielder reported the final findings from the April 4, 2024 report:

- The number of Continuing Education Credits (CEUs) will remain the same, but be subject to an annual review.
- The board will continue to monitor the surrounding states for a change in the decoupling policy for the L.A.R.E.
- The Committee suggests pursuing the emeritus status.

Mr. Venuti stated that the language has been written, and there will be a vote for the final language at the next board meeting.

Motion (III) was made by Ms. Fielder, seconded by Ms. English, and unanimously carried by the board to accept the Exploratory Committee's final report.

##### Complaint Committee Report

Mr. Duncan reported the following:

- 01-LA-24: Closed.

Motion (IV) was made by Mr. Thaler, seconded by Mr. Duncan, and unanimously carried by the board to approve the Complaint Committee Report.

##### Review Applications

The board approved (3) L.A.R.E applications and (10) reciprocity applications.

##### Public Comment

None

Adjournment

Motion (V) was made by Ms. English, seconded by Ms. Fielder, and unanimously carried by the Board to adjourn the meeting at 2:30 p.m.

The next Board Meeting is scheduled for July 15, at 1:30 pm.

Approved:   X   without corrections                 with corrections

*Chair's Signature:* Signature on File

*Date:* 07/17/2024