

**LANDSCAPE ARCHITECT SECTION
JOINT BOARD OF ARCHITECTS, DESIGNERS, ENGINEERS,
LAND SURVEYORS AND LANDSCAPE ARCHITECTS
MEETING MINUTES
March 11, 2014**

PRESENT: Rosheen Styczinski, Michael Kinney (via GoToMeeting), Andrew Albright

ABSENT: Bernie Abrahamson

STAFF: Brittany Lewin, Executive Director; Matthew Guidry, Bureau Assistant

CALL TO ORDER

Rosheen Styczinski, Chair, called the meeting to order at 9:36 a.m. A quorum of three (3) was confirmed.

ADOPTION OF AGENDA

MOTION: Andrew Albright moved, seconded by Michael Kinney, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Michael Kinney moved, seconded by Andrew Albright, to approve the minutes of the September 26, 2013 meeting. Motion carried unanimously.

ELECTION OF OFFICERS

CHAIR

NOMINATION: Andrew Albright nominated Rosheen Styczinski for the Office of Chair.

Executive Director Brittany Lewin called for nominations three (3) times.

Rosheen Styczinski was elected as Chair.

VICE CHAIR

NOMINATION: Rosheen Styczinski nominated Michael Kinney for the Office of Vice Chair.

Executive Director Brittany Lewin called for nominations three (3) times.

Michael Kinney was elected as Vice Chair.

SECRETARY

NOMINATION: Rosheen Styczinski nominated Andrew Albright for the Office of Secretary.

Executive Director Brittany Lewin called for nominations three (3) times.

Andrew Albright was elected as Secretary.

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, to acknowledge the following 2014 Officer Election Results. Motion carried unanimously.

2014 OFFICER ELECTION RESULTS	
Board Chair	Rosheen Styczinski
Vice Chair	Michael Kinney
Secretary	Andrew Albright

*Rosheen Styczinski assumes the role of Chair of the meeting.
Michael Kinney assumes the role of Vice Chair of the meeting.
Andrew Albright assumes the role of Secretary of the meeting.*

APPOINTMENTS

2014 LIAISON APPOINTMENTS	
DLSC Liaison (PAP and Monitoring)	Andrew Albright, Rosheen Styczinski
Credentialing Liaison	Michael Kinney (Alternate: Rosheen Styczinski)

MOTION: Rosheen Styczinski moved, seconded by Andrew Albright, to acknowledge the appointments made by the chair as the 2014 Liaisons. Motion carried unanimously.

DELEGATION OF AUTHORITY

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, that the Section delegates authority to the Chair to sign documents on behalf of the Section. In order to carry out duties of the Section, the Chair has the ability to delegate this signature authority to the Section’s Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

MOTION: Rosheen Styczinski moved, seconded by Andrew Albright, in order to facilitate the completion of assignments between meetings, the Section delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Section, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” document. Motion carried unanimously.

MOTION: Rosheen Styczinski moved, seconded by Andrew Albright, to delegate authority to the Credentialing Liaison(s) to address all issues related to credentialing matters. Motion carried unanimously.

MOTION: Andrew Albright moved, seconded by Michael Kinney, to appoint Rosheen Styczinski as the Section’s representative for the Council of Landscape Architectural Registration Boards (CLARB) and other speaking engagements. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, to request DSPS staff draft a Scope Statement for A-E 9 relating to examination requirements as a result of 2013 Wisconsin Act 114. Motion carried unanimously.

CLOSED SESSION

MOTION: Andrew Albright moved seconded by Michael Kinney, to convene to closed session to deliberate on cases following hearing § 19.85 (1) (a), Stats; consider closing disciplinary investigations with administrative warning § 19.85 (1)(b), Stats., and 440.205, Stats., to consider individual histories or disciplinary data § 19.85(1) (f), Stats., and, to confer with legal counsel § 19.85 (1) (g), Stats.). Rosheen Styczinski read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Rosheen Styczinski - yes, Michael Kinney - yes, and Andrew Albright – yes. Motion carried unanimously.

The Board convened into Closed Session at 10:14 a.m.

RECONVENE TO OPEN SESSION

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, to reconvene to Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 10:47 a.m.

VOTE ON ITEMS DELIBERATED UPON IN CLOSED SESSION

MOTION: Rosheen Styczinski moved, seconded by Andrew Albright, to reaffirm all motions made in closed session. Motion carried unanimously.

APPLICATION MATTERS

MOTION: Rosheen Styczinski moved, seconded by Andrew Albright, to designate the Credentialing Liaison to make the final decision to allow C.W. to sit for the examination. Verification of two (2) years work experience is required prior to the examination date. Motion carried unanimously.

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, to approve A.S. to take the LARE exam. Motion carried unanimously.

MOTION: Andrew Albright moved, seconded by Rosheen Styczinski, to approve D.B. to take the LARE exam. Motion carried unanimously.

CASE CLOSINGS

13LSA002

MOTION: Michael Kinney moved, seconded by Rosheen Styczinski, to close DLSC case number 13LSA002, against G.A., for prosecutorial discretion (P2). Motion carried unanimously.

ADJOURNMENT

MOTION: Andrew Albright moved, seconded by Michael Kinney, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:48 a.m.