



MAURA HEALEY  
GOVERNOR

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YVONNE HAO  
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Commonwealth of Massachusetts  
Division of Occupational Licensure  
Board of Registration of  
Landscape Architects

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REGULATION

SARAH R. WILKINSON  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

## Massachusetts Board of Registration of Landscape Architects

May 2, 2024 10:30 a.m.

### Public Minutes

**Members in attendance:**

Kimberly Drake, *Chair*  
Pamela Shadley, *Member*  
Mark Zarillo, *Member*

**Administrative Staff in attendance:**

Colleen Cavanaugh, *Associate Executive Director*  
Lynn Read, *Board Counsel*  
Kristin Mitchell, *Executive Director*  
Phil Chan, *Board Counsel*

All Board members and staff who were present at the meeting appeared by videoconference.

**Call to Order** –Kimberly Drake opened the meeting at 10:34 a.m.

**Minutes**

Review and Approval of Draft Minutes of Public Meeting on February 1, 2024

After discussion, a MOTION was made by Pamela Shadley and seconded by Mark Zarillo and after Roll Call Vote it was so

Voted: To approve the above referenced minutes as amended

In favor: Pamela Shadley, Mark Zarillo, Kimberly Drake

**Election of Officers**

After discussion, a MOTION was made by Pamela Shadley and seconded by Mark Zarillo and after a Roll Call Vote it was so

Voted: To table the election of officers until all board members are present.



In favor: Pamela Shadley, Mark Zarillo, Kimberly Drake

**DOL Reports: Executive Director, Board Counsel**

Nothing to report separate from today's Agenda.

**Application Review**

**First Time Exam Application with CLARB scores**

Aaron Hernandez

After discussion of this application, a MOTION was made by Pamela Shadley and seconded by Mark Zarrillo and after Roll Call Vote it was so

Voted: To accept the above application for licensure

In favor: Pamela Shadley, Mark Zarrillo, Kimberly Drake

**First Time Exam Applications**

John Grove

After discussion of this application, a MOTION was made by Mark Zarillo and seconded by Pamela Shadley and after Roll Call Vote it was so

Voted: To approve the above applicant to sit for the exam

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Melita Schmeckpeper

After discussion of this application, a MOTION was made by Mark Zarillo and seconded by Pamela Shadley and after Roll Call Vote it was so

Voted: To approve the above applicant to sit for the exam

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Angela Verge

After discussion of this application, a MOTION was made by Pamela Shadley and seconded by Mark Zarrillo and after Roll Call Vote it was so

Voted: To approve the above applicant to sit for the exam

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Jesse Nicholson

After discussion of this application, a MOTION was made by Mark Zarillo and seconded by Pamela Shadley and after Roll Call Vote it was so

Voted: To approve the above applicant to sit for the exam

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

### **Reciprocity Applications**

Amanda Hart

After review of this application, a MOTION was made by Mark Zarillo and seconded by Pamela Shadley and after Roll Call Vote it was so

Voted: To approve the above applicant for licensure

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Caitlin Aceto

After review of this application, a MOTION was made by Pamela Shadley and seconded by Mark Zarillo and after Roll Call Vote it was so

Voted: To approve the above applicant for licensure

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Sabrina Miller

After review of this application, a MOTION was made by Pamela Shadley and seconded by Mark Zarillo and after Roll Call Vote it was so

Voted: To approve the above applicant for licensure

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

### **Reinstatement Applications**

Brooke Cash

After review of this application, a MOTION was made by Pamela Shadley and seconded by Mark Zarillo and after Roll Call Vote it was so

Voted: To approve the above applicant for reinstatement

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Lorayne Black

After review of this application, a MOTION was made by Mark Zarillo and seconded by Pamela Shadley and after Roll Call Vote it was so

Voted: To approve the above applicant for reinstatement

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Robert Akroyd

After review of this application, a MOTION was made by Pamela Shadley and seconded by Mark Zarrillo and after Roll Call Vote it was so

Voted: To approve the above applicant for reinstatement

In Favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

### **CLARB report**

No updates.

BSLA – Ms. Gretchen Rabinkin was present at the meeting. She was very appreciative that the BSLA is part of the agenda. She was even more appreciative of being able to hear the discussions. She thinks this will help to have broader discussions on any/all regulation changes. Ms. Rabinkin also stated the BSLA will be reinstating an in-person conference on June 14, 2024. She informed the board that LARE study sessions will be ongoing.

### **Discussion**

#### **Policy on Extension of LARE Exam Credits**

The members discussed the Draft Interim Policy on Uniform Landscape Architect Examination and Extension of Credits.

A MOTION was made by Pamela Shadley and seconded by Mark Zarrillo and after Roll Call Vote it was so

Voted: To approve the policy as written

In Favor: Mark Zarillo, Pamla Shadley, Kimberly Drake

### **Matters not reasonably anticipated by the Board**


There were no unanticipated matters.


At 11:32 a.m., a motion was made by Pamela Shadley and seconded Mark Zarrillo and after roll call it was:

Voted: To adjourn the open meeting

In favor: Mark Zarillo, Pamela Shadley, Kimberly Drake

Respectfully Submitted by:

  
Colleen Cavanaugh, Associate Executive Director

  
Date:

List of Documents Used in the Open Meeting:

- Agenda for May 2, 2024 Meeting
- Draft Minutes of the February 1, 2024 open meeting
- Applications of Aaron Hernandez, John Grove, Melita Schmeckpeper, Angela Verge, Jesse Nicholson, Amanda Hart, Caitlin Aceto, Sabrina Miller, Brooke Cash, Lorayne Black, Robert Akroyd
- Draft Policy on Extension of LARE Exam Credits