

**Minutes of the Meeting**  
**State Board for Landscape Architecture**  
1411 Broadway; Regents' Room  
New York, NY 10018

Present: Adrienne Weremchuk, Vice Chair  
Christopher Nolan  
Daniel Biggs  
Kimberly Lorenz  
Valerie Aymer

Absent: Nate Harris  
Andrew Lavallee  
Stacy Paetzel, Chair

Staff: Robert Lopez, Executive Secretary  
Gina Sacco, Assistant in Profession Education

**August 14, 2025**

**OPEN SESSION**

**1. Elections – Chair and Vice Chair:**

Since no quorum was present at its April meeting, the Board could not conduct business, including its annual election of Chair and Vice Chair. As a result, elections were held at this meeting. The Executive Secretary reviewed the annual election process and shared the responsibilities and time commitments of the Chair and Vice Chair of the State Board.

**Motion:** *Aymer/Lorenz:* That Vice Chair Weremchuk be elected as Chair.  
**PASSED UNANIMOUSLY.**

**Motion:** *Weremchuk/Nolan:* That Member Aymer be elected as Vice Chair.  
**PASSED UNANIMOUSLY.**

**2. Motion:** *Nolan /Biggs:* That the Board enter Executive Session.  
**PASSED UNANIMOUSLY.**

**3. Approval of Minutes:**

**Motion:** *Aymer/Biggs:* That the minutes of the December 4, 2024 and the April 23, 2025 State Board meetings be approved as written.  
**PASSED UNANIMOUSLY.**

**4. Board Chair Report:**

Incoming Chair Weremchuk noted that she is looking forward to serving as Chair and her attendance at the upcoming CLARB Annual Meeting. She will report back on the outcomes of the meeting at the December 2025 meeting of the State Board.

**5. Board Office Report:**

The Executive Secretary provided updated statistics for the number of landscape architects licensed in New York. The number of landscape architects that were licensed to date in 2025 are slightly down from previous years.

OP/Staff Activities: The Board Office welcomed Melissa Heinrichs on June 3, 2025.

Legislative / Regulatory Activity: The Board discussed numerous legislative items. Board members also inquired about various other bills included in the Board package.

The Executive Secretary shared what was discussed at the CLARB/ASLA meeting where proposed legislation throughout the US was discussed with Member Boards. Some jurisdictions continue to see elimination or consolidation efforts, with one seeking to eliminate its continuing education requirements. CLARB noted they are seeking to increase the number of jurisdictions who adopt its Uniform Standard for licensure. ASLA noted that 14 jurisdictions throughout the US held advocacy days in 2025 to support the profession of landscape architecture.

Ethics Training:

The Executive Secretary noted that all Board Members who have yet to do so should complete NYSED's required ethics training. Member Lorenz will follow up with documentation from the ethics training she completed as part of her existing State employment.

6. **Old Business:**

**Continuing Education (CE) Update:**

The Executive Secretary reported that the CE modernization bill passed in both houses and has yet to be sent to the Executive. If the bill is signed into law, the regulatory process will commence with the effective date of any legislation being enacted 18 months after the bill is signed. Board members will be asked for confirmation of prior recommendations for CE changes as the regulations are being developed.

The Executive Secretary described the key points in the bill language. If enacted, the CE modernization bill will make the following key changes:

- The cap on educational activities will be eliminated
- Up to 6 hours of CE may be carried over from one registration period to the next
- Individuals with a lapse in practice must complete 12 CE hours within the 12 months before applying for renewal, in addition to any CE owed from the prior registration period
- Exemptions from CE requirements may be granted for extended active military service, serious medical conditions, or other justifiable causes as approved by the Department
- CE completed in other design professions may count toward the CE requirement.

Additionally, the Executive Secretary shared additional regulatory changes that the Board has considered over the last few years to reconfirm the State Board's recommendations:

- Updating the endorsement provisions for landscape architects licensed and practicing in other US jurisdictions or in Canada for 5 of the last 7 years. The requirements would mirror those requirements for architects. The Board confirmed its recommendation and suggested that another individual endorsing the experience who could be a landscape architect or licensed in an allied profession (i.e. architect or professional engineer) should be considered.
- The Board confirmed its recommendation allowing employment that is not concurrent with full-time attendance at college to count towards licensure. The experience must be at least one month in duration.
- The Board confirmed its recommendation to adopt CLARB's ESL accommodation policy for a word-for-word translation dictionary.
- As part of the broader regulatory amendment process, the Board confirmed its recommendation that additional cleanup items be considered, including updates to the names of LARE sections and other required technical corrections.

**Architecture Education and Experience requirement:**

The Executive Secretary discussed modifications to the education and experience requirements for licensure candidates that were recommended by the State Board for Architecture and made effective May 1, 2025. Amongst the experience requirements for landscape architecture that the Executive Secretary felt the Board should include in its review are Categories A, B, and C. The Board was in support of reviewing its experience requirements and felt that the current requirements may discourage candidates working in non-traditional settings from pursuing licensure. The Executive Secretary will prepare a comparison of New York State's requirements to other states as well as CLARB's Uniform Standard and research the genesis of the current requirements, with the Board discussing the experience requirements in more detail at its next meeting.

**CLARB Annual Meeting:**

The Executive Secretary and Chair Weremchuk have been approved to attend this in-person meeting from September 18-20. The agenda was shared and discussed with the Board.

**CLARB Special Membership meeting:**

The Executive Secretary and Chair Weremchuk attended this meeting where bylaws revisions were successfully passed by CLARB's membership.

**CLARB Delegate:**

**Motion:** *Nolan/Biggs:* That Chair Weremchuk be the delegate for this meeting.  
**PASSED UNANIMOUSLY.**

**CLARB Elections:**

The Board reviewed candidate videos for the contested election and made its recommendation to Chair Weremchuk.

**Future CLARB Visit:**

Matt Miller, the CEO for CLARB, will attend the State Board's December meeting. The Executive Secretary drafted an agenda and included it in the Board's package and asked Board members for input. Besides the topics included in the draft agenda, Board members suggested additional topics as follows:

- CELA / CLARB collaboration to assist instructors in Schools of Landscape Architecture to get licensed
- Volunteer and engagement opportunities with CLARB
- CLARB / ASLA interactions and collaborations
- CLARB communication and outreach to stakeholders, students, and those within the licensure community to have a better understanding of the profession.

**Public Member Search:**

The Executive Secretary asked Board members for recommendations for a Public Member. Member Aymer has a few names, she will make the initial contact and let them know the Executive Secretary will reach out. She will send the names to the Executive Secretary.

**Professional Member Search:**

A new member of the Board is being considered by the Regents in September. If appointed, the new member's first meeting will be in December.

7. **New Business:**

**2025 ASLA Conference CE Review:**

The Executive Secretary thanked Chair Weremchuk and Member Lorenz for reviewing this year's ASLA CE offerings. The Board agreed with the initial consensus of the Ad Hoc Committee's findings. After review, the Board recommended the following actions to be taken for the courses where there was no initial consensus of the Committee:

- FRI-D11 – no credit
- SAT-B05 – OK, no HSW
- SAT- C07 – OK, no HSW
- SUN- A03 – no credit
- SUN- A04 – OK, HSW
- SUN- A11 – OK, no HSW
- SUN- B05 – OK, no HSW
- SUN- B10 – no credit
- SUN-C04 – OK, no HSW

ASLA also asked New York to review the Learning Lab topics to take place on the EXPO floor of the Conference. Board office staff reviewed all sessions and agreed with the ASLA findings for these topics. The Board supported staff's judgment on these sessions.

**FIVERR Issue:**

The Executive Secretary shared information about this website that allows the public to search for landscape architectural services as well as other individuals holding themselves out as licensed professionals. Multiple cases of fraud have come up in the US where fraudulent license numbers and seals have been used without an architect's knowledge. Leadership within the Education Department have been made aware of the issue and are giving consideration to potential next steps.

**2026 Meeting Dates:**

Dates for 2026 Board meetings were agreed to as follows: April 29, August 12, and December 2.

8. **Motion:** *Nolan / Aymer*: Moved to adjourn.  
**PASSED UNANIMOUSLY.**

The next meeting of the Board will be December 3, 2025, in NYC.

Respectfully submitted,

Robert Lopez, RA  
Executive Secretary

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Professional Education

**August 14, 2025**

**EXECUTIVE SESSION**

1. The Board reviewed one disciplinary case.
2. **Motion:** *Aymer/Biggs*: That the minutes of the December 4, 2024 State Board meeting be approved as written.  
**PASSED UNANIMOUSLY.**
3. **Motion:** *Aymer/Biggs*: That the Board resume the Open Session.  
**PASSED UNANIMOUSLY.**

Respectfully submitted,

Robert Lopez, RA  
Executive Secretary