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COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

STATE BOARD OF LANDSCAPE ARCHITECTS

TIME: 10:33 A.M.

Held at

PENNSYLVANIA DEPARTMENT OF STATE

2525 North 7th Street

CoPA HUB, Eaton Conference Room

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

March 19, 2026

1 State Board of Landscape Architects
2 March 19, 2026

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4
5 BOARD MEMBERS:

6
7 David Morgan, RLA, Professional Member, Chair
8 Arion R. Claggett, Acting Commissioner, Bureau of
9 Professional and Occupational Affairs
10 Dina Klavon, RLA, ASLA, Professional Member
11 Patrick A. West, RLA, ASLA, Professional Member,
12 Secretary
13 Frank Holgerson, Nurseryman
14 Brett W. Mauser, Consumer Protection Agent
15

16
17 BUREAU PERSONNEL:

18
19 Ashley Goshert, Esquire, Board Counsel
20 Caroline Bailey, Esquire, Board Prosecutor
21 Terrie Kocher, Board Administrator
22 Ray J. Michalowski, Esquire, Senior Board Prosecutor
23 and Prosecution Liaison
24 Shana M. Walter, Esquire, Deputy Chief Counsel,
25 Prosecution Division
26 Deena Parmelee, Legal Office Administrator
27

28
29 ALSO PRESENT:

30
31 Cicely Elliot, Deputy Executive Director,
32 Pennsylvania Delaware Director, American Society of
33 Landscape Architects
34 Ted Mowatt, Vice President, Executive Director,
35 Wanner Associates
36 Erin Badstuebner, Sargent's Court Reporting Service,
37 Inc.
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1 ***

2 State Board of Landscape Architects

3 March 19, 2026

4 ***

5 [Pursuant to Section 708(a)(5) of the Sunshine Act,
6 at 10:00 a.m. the Board entered into Executive
7 Session with Ashley B. Goshert, Esquire, Board
8 Counsel, for the purpose of conducting quasi-judicial
9 deliberations on a number of matters that are
10 currently pending before the Board and to receive the
11 advice of counsel. The Board returned to open
12 session at 10:33 a.m.]

13 ***

14 [The regularly scheduled meeting of the State Board
15 of Landscape Architects was held on Wednesday, March
16 19, 2026. David Morgan, Chair, Professional Member,
17 called the meeting to order at 10:33 a.m.]

18 ***

19 Roll Call of Attendance

20 [Terrie Kocher, Board Administrator, provided a roll
21 call of Board members. A quorum was present.

22 Ms. Kocher also provided an introduction of
23 attendees.]

24 ***

25 [Ashley B. Goshert, Esquire, Board Counsel, reminded

1 everyone that the meeting was being recorded, and
2 voluntary participation constituted consent to be
3 recorded.]

4 ***

5 Approval of Minutes of the November 6, 2025 meeting.

6 CHAIR MORGAN:

7 So the first item on the Agenda,
8 approval of the November 6, 2025
9 meeting minutes.

10 Has everyone had a chance to look
11 them over and do we have a motion to
12 approve them?

13 ACTING COMMISSIONER CLAGGETT:

14 Claggett, so moved.

15 MR. MAUSER:

16 I second.

17
18 David Morgan, aye; Arion Claggett,
19 abstain; Patrick West, aye; Frank
20 Holgerson, aye; Brett Mauser, aye.

21 [The motion carried. Acting Commissioner Claggett
22 abstained from voting on the matter.]

23 ***

24 Appointment - Annual Prosecution Report

25 [Shana M. Walter, Esquire, Deputy Chief Counsel,

1 Prosecution Division, explained the Bureau of
2 Professional and Occupational Affairs (BPOA) provides
3 administrative and legal support to the 29
4 professional and occupational licensing boards and
5 commissions within the department. The Office of
6 Chief Counsel Prosecution Division works with its
7 investigative, Bureau of Enforcement and
8 Investigations (BEI), and compliance arms, Policy
9 Compliance Office (PCO), who receive complaints,
10 investigate allegations, and enforce compliance with
11 the acts and regulations that govern the boards and
12 commissions. She stated the Prosecution Division
13 consists of about 40 attorneys, including five senior
14 prosecuting attorneys.

15 Ms. Walter stated the prosecution process always
16 begins with a complaint either from the public or by
17 Board referral. She reported approximately 23,000
18 complaints are received a year. Ms. Walter provided
19 an overview of the investigative process in which the
20 complaint moves through several levels of review.
21 She noted the primary role of prosecution at Board
22 meetings is to present Consent Agreements to the
23 Board.

24 Ms. Walter explained, after the investigative
25 process, the evidence is reviewed by the prosecuting

1 attorney to determine if they believe there have been
2 any violations of the act or regulations, how
3 sufficient the evidence is and determine if
4 additional files need to be opened. She stated, if a
5 violation is suspected the available options include
6 immediate temporary suspension, filing an order to
7 show cause, automatic suspension, an order for a
8 mental or physical examination, and a petition for
9 appropriate relief if the case violates a previous
10 Board order. Avenues for discipline types are
11 revocation, suspension, probation, public reprimand,
12 civil penalty, remedial education, and cost of
13 investigation. She added all investigations are
14 confidential and are not subject to right-to-know
15 requests.

16 Ms. Walters shared, in 2025, there were 17,354
17 cases opened and 19,131 cases closed, up
18 significantly from 2024. Specifically for the
19 Landscape Architects Board, she reported 12 cases
20 were opened with five cases closed. The disposition
21 of the closed cases included two licenses granted,
22 two warning letters, and one administrative closing.

23 At the time of the report being generated in January
24 2026, the Board had 1,094 active licensees with seven
25 open cases.]

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Report of Board Prosecution - No Report

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Report of Board Counsel

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MS. GOSHERT:

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We have two applications under my

7

report, Agenda Items 3 and 4. We could

8

probably take them together. Pursuant

9

to Section 708(a)(5) of the Sunshine

10

Act, at 10:00 a.m., the Board entered

11

into an Executive Session with Counsel

12

for purposes of conducting quasi-

13

judicial deliberations and to receive

14

advice of Counsel.

15

Based on those deliberations, I

16

believe the Board would entertain a

17

motion to approve the applications

18

submitted by Henry Majdic,

19

AA0006631585; and Yi Ding,

20

AAA0006813228.

21

CHAIR MORGAN:

22

Okay. Can we have a motion to approve

23

the applications as mentioned?

24

ACTING COMMISSIONER CLAGGETT:

25

Claggett, so moved.

1 CHAIR MORGAN:

2 Second?

3 MR. MAUSER:

4 Mauser, I second.

5 CHAIR MORGAN:

6 Okay. It's been approved and seconded.

7 Do we have a vote?

8

9 David Morgan, aye; Arion Claggett, aye;

10 Dina Klavon, aye; Patrick West, aye;

11 Frank Holgerson, aye; Brett Mauser,

12 aye.

13 [The motion carried unanimously.]

14 ***

15 Report of Regulatory Counsel

16 [Ashley Goshert, Esquire, Board Counsel, explained
17 March Farrell, Esquire, Regulatory Counsel, Office of
18 Chief Counsel, had provided a written regulatory
19 status report. She explained Mr. Farrell had also
20 provided a copy of Regulation 16A-1611, the General
21 Revisions. Mr. Farrell revised the regulation based
22 on the proposed changes from prior years. The Board
23 is to start a conversation regarding the changes to
24 get the regulation moving forward.

25 Chair Morgan noted most of the changes seemed

1 common-sense based. He asked if Ms. Goshert could
2 point out any major changes.

3 Ms. Goshert explained the first step would be
4 Board approval to send the draft to stakeholders for
5 comments, which would be brought back to the Board
6 for review.

7 Dina Klavon, RLA, ASLA, Professional Member,
8 noted concerns regarding old terminology related to
9 speed writing and typing under office management on
10 page four. Ms. Goshert stated the terminology was
11 likely added due to being indicated somewhere in the
12 regulations.

13 Terrie Kocher, Board Administrator, stated the
14 language in question related to continuing education
15 (CE) and dated back about ten years. Ms. Goshert
16 added the language related to exclusions of
17 permissible continuing education.

18 Ms. Kocher stated the CE regulation was in
19 Section 15.71. Ms. Goshert noted a confusing circle
20 between the two sections. She added the language
21 would need cleaned up, and she would defer to Mr.
22 Farrell for his expertise.

23 Ms. Klavon also noted concerns related to
24 language on page six regarding the Council of
25 Landscape Architectural Registration Boards (CLARB).

1 Ms. Kocher noted there was outdated language
2 dating to when paper applications were used.

3 Ms. Goshert stated the regulation may not be
4 ready to be sent out to stakeholders.

5 Ms. Klavon noted the regulation stated, if an
6 applicant applied to CLARB before applying to the
7 Board, CLARB would inform the applicant they needed
8 to apply to the Board for pre-approval to sit for the
9 examination. She wanted to make sure CLARB was
10 informing the applicants.

11 Ms. Kocher commented that Regulatory Counsel at
12 the time confirmed with CLARB about the process, but
13 she did not know the specific language used.

14 Acting Commissioner Claggett stated CLARB may not
15 be telling applicants specifically to seek pre-
16 approval but may be just telling them to check with
17 Pennsylvania for requirements.

18 Ms. Klavon noted approval of a change on page 17
19 related to titles registered landscape architects
20 (RLA) can use, which would add permission to use the
21 title of professional landscape architects (PLA).

22 Patrick A. West, RLA, ASLA, Professional Member,
23 Secretary, noted he went back and forth on the titles
24 section. He added it personally did not matter much
25 to him.

1 Chair Morgan agreed the PLA title seemed to be a
2 push from the American Society of Landscape
3 Architects to more align with engineers. He noted
4 there were plenty of other license classes that
5 indicate registered and not professional. He
6 questioned if using PLA would affect the language on
7 the seals received after passing the test that
8 indicated registered.

9 Ms. Goshert stated the seals would be affected.
10 She noted the clarification to add PLA was to ensure
11 there were no gray areas with abbreviations. She
12 noted the clarification would also make prosecution's
13 job easier and prevent people from being misled if
14 they were not licensed.

15 The Board discussed how many were using PLA
16 versus RLA and possible confusion for clients.

17 Ms. Goshert noted Ms. Kocher had pointed out
18 outdated terminology. She noted the Board could
19 either allow herself and Mr. Farrell to address the
20 concerns raised and invite CLARB to a meeting to
21 discuss their role or they could approve the draft
22 annex to send out to stakeholders. She recommended
23 the first option.

24 Mr. Morgan preferred having the document cleaned
25 up prior to sending it to stakeholders. He also

1 questioned language related to drug policies and
2 people having medical marijuana cards. He asked, if
3 someone were to file a complaint against a person
4 with a medical card, how the card would be considered
5 and if the card would be recognized in some way.

6 Ms. Goshert responded, if he was referring to the
7 language about the ability to practice safely, the
8 language stated there would have to be two parts.
9 The person would not only have to be using a
10 controlled substance; they would also have to show
11 unsafe practice. She noted just being prescribed a
12 medical marijuana card or prescription opiate would
13 not be enough for the person to get in trouble.

14 Chair Morgan suggested emailing comments to Ms.
15 Goshert and Mr. Farrell. Ms. Goshert noted any
16 regulation comments needed to be discussed in public
17 session, so the comments should be brought back to
18 the next Board meeting. She stated changes could be
19 made based on the discussions during the current
20 meeting and then reviewed at the next meeting.
21 Additional comments could be discussed at that
22 meeting.

23 Ms. Klavon noted additional concerns regarding
24 Section 15.73(c), which states a maximum of half of
25 required CEUs can be online courses for each biennium

1 renewal. She stated the language should be changed
2 to allow for all CEUs to be virtual.

3 Mr. West and Chair Morgan agreed with Ms. Klavon.
4 Chair Morgan noted the difficulty with finding in-
5 person classes. He noted the ASLA conference is more
6 expensive and longer to achieve the 12 required in-
7 person credits. He added other in-person classes are
8 often not designed with CEU accreditation in mind.

9 Ms. Goshert pointed out the regulation allows for
10 live webinars with real-time interaction to count as
11 in-person.

12 Chair Morgan noted there were not many webinars
13 fitting the description. He added many web-based
14 courses hand out certifications even if people simply
15 log-in.

16 Ms. Klavon noted she liked the courses which
17 require a test afterwards.

18 Ms. Goshert offered to draft a couple of options
19 for the next meeting regarding making all CE virtual
20 for the Board to discuss. She would investigate what
21 boards in other states were requiring.

22 Ms. Kocher commented on receiving phone calls
23 from licensees with concerns regarding in-person
24 courses.]

25

1 Report of Commissioner - No Report

2 ***

3 Report of Board Chair

4 [David Morgan, RLA, Professional Member, requested a
5 follow-up on conversation from the November meeting
6 surrounding the PA-DEP terminology of structure. He
7 explained the concern lies in the PA-DEP definition
8 versus the regulation definition. The difference in
9 definition takes away the ability for practices to
10 perform erosion sedimentation control. He noted
11 this was a major problem as 20 years ago only 25
12 percent of work related to erosion and sediment
13 control and stormwater. Today the same work
14 constitutes 60 percent of work.

15 Acting Commissioner Claggett offered to follow-up
16 with DEP after the meeting and would invite them to
17 attend the next meeting.]

18 ***

19 Report of Board Administrator

20 MS. GOSHERT:

21 Would the Board entertain a motion to
22 approve travel and associated expenses
23 to send two Board members to the CLARB
24 annual meeting held in Calgary,
25 Alberta, Canada, August 27th through

1 29th of this year?

2 CHAIR MORGAN:

3 So that's the motion.

4 ACTING COMMISSIONER CLAGGETT:

5 Claggett, so moved.

6 CHAIR MORGAN:

7 Do we have a second?

8 MR. MAUSER:

9 Mauser, I second.

10 CHAIR MORGAN:

11 Okay. We have a motion and a second.

12 All in favor?

13

14 David Morgan, aye; Arion Claggett, aye;

15 Dina Klavon, aye; Patrick West, aye;

16 Frank Holgerson, aye; Brett Mauser,

17 aye.

18 [The motion carried unanimously.]

19

20 [David Morgan, RLA, Professional Member, Chair,

21 reviewed the upcoming meeting dates for 2026 of June

22 18, August 20, and November 5. He pointed out the

23 November meeting would fall on a Thursday to avoid

24 holiday impacts.]

25

1 Public Comment - None.

2 ***

3 Adjournment

4 CHAIR MORGAN:

5 Well, if there's nothing else, we can
6 have a motion to adjourn.

7 ACTING COMMISSIONER CLAGGETT:

8 Claggett, so moved.

9 MR. MAUSER:

10 Mauser, I second.

11 ***

12 [There being no further business, the State Board of
13 Landscape Architects Meeting adjourned at 11:19 a.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the State Board of Landscape Architects meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the State Board of Landscape Architects meeting.



Erin Badstuebner,
Minute Clerk
Sargent's Court Reporting
Service, Inc.

STATE BOARD OF LANDSCAPE ARCHITECTS
REFERENCE INDEX

March 19, 2026

TIME

AGENDA

10:00	Executive Session
10:33	Return to Open Session
10:33	Official Call to Order
10:33	Roll Call
10:35	Approval of Minutes
10:36	Appointment - Annual Prosecution Report
10:43	Report of Board Counsel
10:45	Report of Regulatory Counsel
11:13	Report of Board Chair
11:16	Report of Board Administrator
11:19	Adjournment