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OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
STATE OF NEW HAMPSHIRE
7 Eagle Square
Concord, NH 03301
Telephone 603-271-2152

Lindsey B. Courtney
Executive Director

January 5, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Office of Professional Licensure and Certification to **retroactively** renew its membership with the Council of Landscape Architectural Registration Boards (CLARB), vendor number 167115, Reston, Virginia, in the amount of $ 6,175 effective upon Governor and Council approval, from October 1, 2020 through September 30, 2021. **100% Agency funds.**

Funds are available in the following account:

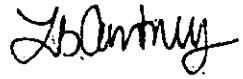
01-21-21-212010-240500000 Division of Technical Professions	**FY2021**
026 – 500251 ORGANIZATIONAL DUES	**$ 6,175.00**

EXPLANATION

The Office of Professional Licensure and Certification, Division of Technical Professions, requests to continue its membership with the Council of Landscape Architectural Registration Boards (CLARB) commencing October 1, 2020, through September 30, 2021. Membership with CLARB provides New Hampshire with access to National Landscape Architectural Registration examinations, which is a requirement for licensure as a landscape architect. CLARB is the only entity that provides access to such examinations. If New Hampshire did not belong

to CLARB, the State would be unable to carry out its legislatively mandated examinations and the State's access to licensed landscape architects could decrease statewide. The Requested Action is retroactive due to OPLC not receiving the invoice until late November 2020.

Respectfully submitted,



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Listed below are answers to questions which may be of assistance for The Governor and Council in considering the approval of organization dues and membership submissions:

1. *How long has this organization been in existence and how long has this agency been a member of this organization?* CLARB has been in existence since 1966 and the OPLC has been a member since 2005.

2. *Is there any other organization which provides the same or similar benefits which your agency belongs to?* No

3. *How many other state's belonging to this organization and is your agency the sole New Hampshire state agency that is a member?* Fifty states, Puerto Rico, British Columbia, and Ontario have memberships with CLARB. The OPLC is the only NH state agency that is a member of CLARB.

4. *How is the dues structure established?* CLARB charges all states the same standard membership fee.

5. *What benefit does the state receive from participating in membership?* Membership in CLARB is required in order to obtain access to the National Landscape Architectural Registration examinations. Testing is required by statute. As a member, the Board also has a vote in creating and updating model rules regarding the major areas of professional practice within landscape architecture, which allows the Board to incorporate national standards into their rules, which provides for portability and reciprocity amongst states and licensees. Membership also provides access into the national disciplinary database to assist in the evaluation of licensure applicants before the Board.

6. *Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail:* Yes, training materials are included. CLARB provides the Board with guidelines for establishing continuing educations standards to help harmonize the requirements across all jurisdictions and disciplines. CLARB also provides

training for Board Members and Board Administrators on a variety of topics. Training and all materials are included in the membership.

7. *Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain:* Membership in CLARB is required in order to obtain access to the National Landscape Architectural Registration examinations. Passage of these exams is required for licensure in NH.

8. *Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.* No travel is included with this membership fee.

9. *Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization).* As a member of CLARB, the Board of Landscape Architects has one vote on all voting matters. Any member of the Board may be designated to vote on behalf of the Board. No current member of the Board is a committee member or officer of CLARB. The staff of the OPLC - Technical Division interfaces with CLARB regarding administration of examinations, research, and training.

10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.* If the OPLC does not belong to CLARB the State will be unable to administer examinations for licensure to Landscape Architects. If the Board does not have access to the national exams, the Board will be unable to carry out the legislatively mandated examinations for Landscape Architects as required pursuant to RSA 310-A: 146, III, 310-A: 146, IV, and 310-A: 151.

Invoice

Council of Landscape Architectural Registration Boards, Inc.

RECEIVED

NOV 25 2020

OPLC-ADMINISTRATION

Invoice Date
10/1/2020

Bill To:
New Hampshire Office of Professional Licensure & Certification
New Hampshire Office of Professional Licensure & Certification
Horne, Christine
Technical Division
121 South Fruit Street
Concord, NH 03301

Invoice #	Customer #	Shipping Method	Purchase Order
INV-133598-W9Z5N2	36560		

Description	Qty	Unit Price	Discount	Tax	Amount
9/30/2021 Member Board, Annual Dues	1	$6,175.00	$0.00	$0.00	$6,175.00

Sub Total US Dollar:	$6,175.00
Payments:	$0.00
Net 30 days Balance:	$6,175.00

CO 10 Proc Lvl 02100 Activity Code 100LDSCA
Vendor # 167115 Remit _____ INV # 133598W925N2
PO # _____ Ln # _____ $6,175.00
Acc Unit 2L050000 Acct 500251
Signature _____ Date _____

Remit Payment to: CLARB 1840 Michael Faraday Drive, Suite 200 Reston, VA 20190 For inquiries please call 571 432 0332