

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
STATE OF NEW HAMPSHIRE

7 Eagle Square
Concord, N.H. 03301
Telephone 603-271-2152

Lindsey B. Courtney
Executive Director



December 21, 2022

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 \$6,360.00 effective upon Governor and Council approval, from October 1, 2022 through September 30, 2023. 100% Agency funds.

Funds to support this request are in the following account:

01-21-21-211010-24040000 Division of Administration	<u>FY2022</u>
026 - 500251 ORGANIZATIONAL DUES	\$6,360.00

EXPLANATION

The Requested Action is retroactive due to not receiving the invoice until 10/19/2022. The Office of Professional Licensure and Certification wishes to continue its membership with the Council of Landscape Architectural Registration Boards (CLARB) commencing October 1, 2022 through September 30, 2023.

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.

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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.*

RECEIVED

OCT 19 2022

OPLC-FINANCE

Invoice

Council of Landscape Architectural Registration Boards, Inc.

Invoice Date
10/1/2022

Bill To:
New Hampshire Office of Professional Licensure & Certification
Mayo, Bobbie
Technical Division
7 Eagle Square
Concord, NH 03301

Invoice #	Customer #	Shipping Method	Purchase Order		
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Description	Qty	Unit Price	Discount	Tax	Amount
9/30/2023 Member Board, Annual Dues	1	\$6,360.00	\$0.00	\$0.00	\$6,360.00

Sub Total US Dollar: \$6,360.00
 Payments: \$0.00
 Net 30 days Balance: \$6,360.00

CO 10	Prcc Lvl 02100	Activity	09000LDSCA
Vendor: 67115	Remit	INV#	65133G8X5K9
PO #	Ln#		\$6,360.00
Acc Unit	24040000	Acct	500251
Signature		Date	

Remit Payment to: 1900 Reston Metro Plaza, Suite 600 Reston, VA 20190

For inquiries, please call
571.432.0332