

Nebraska State Board of Landscape Architects
Board Meeting Minutes
April 28, 2015
215 Centennial Mall South, Small Conference Room, Lincoln, NE

CALL TO ORDER

The meeting was held at 215 Centennial Mall South, Lincoln, Nebraska. Chairperson Bryers called the meeting to order at 1:45pm and informed the public of the location of the Open Meetings Act. Notice of the meeting was published on the Board's website and in the Lincoln Journal Star in accordance to the Open Meetings Act.

Roll Call: Eileen Bergt, Dennis Bryers, Todd Maiellaro, Gayle Malmquist, Gary Wells; Absent: David Ciaccio

Staff Present: Jean Lais, Administrative Assistant (AA); Sandra Weaver, Administrator (AD); Lisa Mathews, Compliance Officer (CO); Steve Masters, Executive Director (ED)

Public Comment/Appointments

No members of the public was present

A Consent Agenda

Meeting Minutes

January 27, 2015, meeting minutes were approved as presented

Late PDH submittal approvals

Approved: Mark Dawson

Action Motion by Malmquist, second by Bergt to approve the Consent Agenda as presented.

Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio

B Committee Reports

Officers Report - None

CLARB

Slides from the March CLARB "In The Know" webinar were included which discussed the changes to the election process, the makeup of several of the committees, and the determination of regions the Boards will be voting on at the Annual Meeting in September. Also included were statistics from the December LARE administration. The new LARE Eligibility Standard and how it will be implemented were also discussed. The schedule for the remaining "In The Know" webinars was provided.

The new LARE eligibility standard will go into effect with the December exam administration and will affect both new and existing examinees. Discussion was held on how to handle candidates who do not have an accredited degree as these will need to come to the Board for approval prior to registering for the exam. It was the consensus of the members to follow the current standard. AA Lais will draft a policy and bring to the July meeting for final approval. AA Lais will also follow up with CLARB as to how these approvals are to be communicated to them.

This also needs to be addressed in the revised statutes and rules. AA Lais will review the proposed statute language to see if language needs to be added to allow for non-accredited degrees.

Chairperson Bryers reported he is officially on the ballot as a member of the Nominating Committee.

Office/Staff - None

C Old Business

Governance Issues

Definitions and Exemption Language from Surrounding States

The definition of landscape architecture and exemption language from Colorado, Iowa, Kansas, Missouri, Ohio, South Dakota, and Wyoming were provided for review at the request

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of the members at the January 2015 meeting. After discussion, it was agreed to incorporate the language from Ohio 4703.32(D&E) into our exemption language.

The only change made to the landscape architecture definition was the change of the word "facilities" to "areas" in 81-8,184(f).

Chairperson Bryers and AA Lais will work on the exemption language and bring to the July meeting for final approval.

Next steps include Chairperson Bryers contacting and meeting with Senator Cook regarding sponsorship and possible final language coordination with the stakeholders.

Landscape Architect Items - None

D New Business

Governance Issues

Board Policies - *None*

Rules and Regulations - *None*

Statutes - *None*

Action

Landscape Architect Items

Action

Strategic Plan

Current Strategic Plan

No discussion held/no action taken

CO Mathews and ED Masters entered the meeting at 2:29p

Bryers recused himself from the meeting at 2:29p

Action: Motion by Wells, second by Maiellaro to go into closed session for discussion compliance cases not a matter of public information to prevent needless injury to the reputation of those involved.

The limitation for going into executive session was restated by Vice-chairperson Bergt. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Voting No: None; Absent: Ciaccio; Not Present: Bryers

E Compliance

New Cases

15.01 – Reviewed in Executive Session

Action Motion by Malmquist, second by Wells to close executive session for discussion of compliance cases brought to the Board not a matter of public information to prevent needless injury to the reputation of those involved. Voting Yes: Maiellaro, Malmquist, Wells, Bergt; Voting No: None; Not Present: Bryers; Absent: Ciaccio

Pending Cases - None

Compliance Issues

City of Lincoln not allowing Landscape Architects to stamp certain drawings

No discussion held/No action taken

CO Mathews and ED Masters left the meeting at 3:00p

Bryers re-entered the meeting at 3:01p

F Applications

Licensure/Examination

Applications for Licensure by Reciprocity

Approved: Tina Bishop – CO; Christopher Cahalan – KS; Karyn Luger – MN; Matthew Schafer – NE

Not Granted: Dennis Rubba – CO; Not granted a licensed based on not having a CLARB certificate as required by Rules 2.001.02 and 3.001.02.

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Applications for Initial Licensure - None

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- Action** Motion by Malmquist, second by Bergt to approve the application for Tina Bishop. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio
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- Action** Motion by Wells, second by Malmquist to approve the application for Cahalan, Luger, Schafer. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio
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- Action** Motion by Bergt, second by Wells to not grant a license to Rubba based on Rules 2.001.02. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio; Abstain: Maiellaro
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AD Weaver entered the meeting at 3:30p

G Financial Matters

Budget Status Report – January, February, March 2015

MTD General Ledger Detail Report – January, February, March 2015

Fund Summary Report – January, February, March 2015

Financial Profile FY 2014/2015 – January, February, March 2015

AD Weaver reported the Biennium budget bill has been passed by the Legislature and is now going to the Governor for signature. The request for additional funds for the Service Contract with the NBEA and travel were included in the bill. The only request not included was the additional funds for the ecommerce cost for online renewals. Due to the Board's revised statute bill not being introduced this year, this cost will not be needed until the next biennium. With 75% of the year passed, 67% of the budgeted expenses have been spent. There is \$8,033 left of the current appropriation through June 30th. There is one more Service Contract bill to be paid at \$3,374.50, leaving a balance of \$4,658.50.

Discussion was held regarding using this remaining funds to help pay for the registration fees for the annual CLARB meeting in September. The members agreed to approve up to three members and/or staff to attend the meeting and use this year's funds to cover at least two of the registration fees.

AD Weaver reported 97% of the projected revenue has been received as of March 31st. With the additional application fees and the licensing fees to be received from the approved applications, projected revenue should be right at 100% or slightly higher.

The Cash Fund is at \$34,345 as of March 31st which is approximately 1.4 times the current appropriation.

Other Financial Matters

Administrative Service Contract with the Board of Engineers and Architects (NBEA)

Time and cost worksheets were provided to the Board for review. The proposed new weighted hourly rate is \$17.94. The proposed contract amount for FY 15/16 is \$14,008 or \$3,502 per quarter. This is an increase of \$510 from the previous contract. This is mostly a result of increasing the Staff Training amount from \$1,000 to \$1,500 to more adequately cover the cost of AA Lais attending the CLARB meetings. The contract includes the services to be provided and was approved by the NBEA at their March 20, 2015, meeting.

AD Weaver noted the phone expense line was reduced to reflect a more accurate cost as this line is shared with the NBEA and is one of the two main lines used in the office.

Action Motion by Wells, second by Maiellaro to approve to send up to three people to the CLARB Annual Meeting in New Orleans September 17-19, 2015. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio

Action Motion by Bergt, second by Maiellaro to approve the Financial Matters as represented. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio

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Action Motion by Wells, second by Malmquist to approve the Administrative Service Contract with the NBEA. Voting Yes: Maiellaro, Malmquist, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio

AD Weaver left the meeting at 3:52p

H General Information

Public Notice publication provided for review.

Board meetings and schedule provided for review.

Roster of Board members provided for review.

Licensing Trends

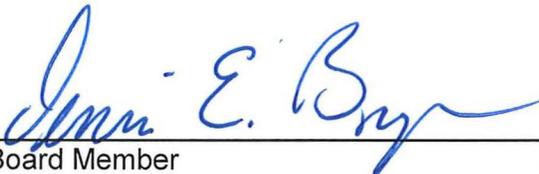
Fiscal Activity Report and Trends in Licensure reports were provided for review.

Other

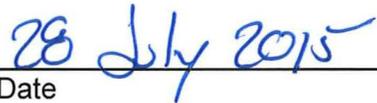
Approved Board Policies & Record of Board Action to Change Statutes and Rules & Regulations were provided for review.

Adjournment: Motion by Wells, second by Malmquist to adjourn the meeting 3:55pm.

The next Board of Landscape Architects board meeting is currently scheduled for July 28, 2015 at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.


Board Member

FASLA, PUA


Date