

Nebraska State Board of Landscape Architects
Board Meeting Agenda
March 27, 2012
215 Centennial Mall South, Small Conference Room, Lincoln, NE

8:30 a.m. – CALL TO ORDER

Open Meeting and Public Agenda Information

Public Comment/Appointments

The public is invited to speak

Agenda Items

Approval or adjustment of the Agenda

Action

A Consent Agenda

Meeting Minutes

1-4 January 31, 2012 meeting minutes

5-25 Late Submittals of Professional Development Hours

Action Approval of Consent Agenda

B Financial Matters

1-4 **Budget Status Report** – January, February 2012

5-6 **MTD General Ledger Detail Report** – January, February 2012

7-8 **Fund Summary Report** – January, February 2012

9 **Financial Profile FY 2010/2011** – January, February 2012

Contract Review and Approval

11-17 Administrative Services Contract with the Nebraska Board of Engineers and Architects

Action Approval of Contracts

Other Financial Matters

21-25 Auditor's Office Entrance Conference Memo for Audit covering Calendar Year 2011

Action Approval of Financial Matters except Contracts

C Applications

Licensure/Examination

Applications for Licensure by Reciprocity – Class 2 w/CLARB Certificate

1-2 Roger Burkart, CO

3-5 Brian Lind, OR

6-7 Charles McDaniel, TX

Applications for Licensure by L.A.R.E. – Class 1 w/CLARB Certificate

11-13 Elizabeth Thomas, NE

Action Approval of Licensure/Examination Applications

D Compliance

Logs – None

New Cases – None

Pending Cases – None

Compliance Issues

City of Lincoln not allowing Landscape Architects to stamp certain drawings

Phone Directory Disclaimer

Action Approval of Compliance Case Disposition

E Committee Reports

Officers Report

CLARB

ASLA

Nebraska State Board of Landscape Architects
Board Meeting Agenda
March 27, 2012
215 Centennial Mall South, Small Conference Room, Lincoln, NE

Office/Staff – *None*

F Old Business

Landscape Architect Items

Changes/Updates to Website Discussion

1-6 Current Website Pages with regards to Continuing Education

7-11 Current Website Pages with regards to LARE

Emeritus Status Proposal

12 Emeritus Status Inquiry Responses from Neighboring States

Action

G New Business

Governance Issues

Board Policies – *None*

Rules and Regulations

Begin discussion contingent on passage of LB 1140

31-32 Record of Board's Action to Change Statute and Rules and Regulations

Statutes

LB 1140 Update

Landscape Architect Issues

41-44 PDH Extension Request

Action

Strategic Plan

51-52 Current Strategic Plan

Action

H General Information

1 Public Notice publication

2-3 Board meetings and schedule

4 Roster of Board Members

Licensing Trends

11 Trends in Licensure

12 Fiscal Activity Report

Other

21-24 Approved Board Policies and Record of Board's Actions

Adjournment

The next Board of Landscape Architects board meeting will be held on July 24, 2012, at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.

Nebraska State Board of Landscape Architects
Board Meeting Minutes
March 27, 2012
215 Centennial Mall South, Small Conference Room, Lincoln, NE

CALL TO ORDER

The meeting was held at 215 Centennial Mall South, 5th Floor, Small Conference Room, Lincoln, NE. Chairperson Bryers called the meeting to order at 8:40am and informed the public of the location of the Open Meetings Act.

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

Staff Present: Sandra Weaver, Administrator (AD); Jean Lais, Administrative Assistant (AA)

Public Comment/Appointments

No members of the public were present

Agenda Items

No adjustments were made to the agenda

A Consent Agenda

Meeting Minutes - The January 31, 2012, meeting minutes were approved as presented.

Late Submittals of Professional Development Hours

Approved as Presented: Patrick Wyss, Kevin Pfeiffer, John Heibert, Chad Grimm, Brian Ledbetter, Lane Ledbetter, John Williams, Hal Enevoldsen

Approval of Consent Agenda

Action Motion by Maiellaro, second by Wells to accept and approve the Consent Agenda as presented. Voting Yes: Maiellaro, Kissel, Wells; Voting No: None; Absent: Bergt, Ciaccio

B Financial Matters

Budget Status Report – January, February 2012, EnterpriseOne reports provide for review. With 66.85% of the time elapsed for the fiscal year, expenditures are at 52.29%. There is one more MOU payment due in April. Revenue is at 97.97% which is on track for the rest of the fiscal year. Applications and licensing are up so may see 100% of projected income coming in before year's end.

MTD General Ledger Detail Report – January, February 2012, EnterpriseOne reports provided for review.

Fund Summary Report – January, February 2012, EnterpriseOne reports provided for review. Fund is currently at \$27,266 which is the highest it has been in the last several years. There is one more MOU payment in April and since the majority of revenue has been received, this will dip slightly in the next quarter. Fees will be reviewed at a later date.

Financial Profile FY 2010/2011 – January, February 2012, report provided for review.

Contract Review and Approval

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

The contract provides for the administrative services for the Board (NSBLA) to be handled by the NBEA staff for fiscal year 2012/2013 and is valid July 1, 2012 to June 30, 2013. Time and cost worksheets were provided to the Board for review. The contract amount for FY12/13 is \$14,411 or \$3,602.75 quarterly. Any additional services not listed on the approved activities list will be billed at \$17.499 per hour and will include a signed approval by both the NSBLA and NBEA prior to any work commencing. The NBEA staff will continue to track all time spent in work performed directly for NSBLA and time spent which indirectly benefits both boards. Attachments showing staff time allocations for the period July 1, 2008 to December 18, 2011, the calculation of the weighted hourly rate, operational expenses and final fee, and the services to be provided were included for review. The contract is revisited on a yearly basis.

Approval of Contracts

Action Motion by Wells, second by Kissel to approve the Administrative Services Contract with the Nebraska Board of Engineers and Architects. Voting Yes: Maiellaro, Kissel, Wells, Bryers; Voting No:

Nebraska State Board of Landscape Architects
Board Meeting Minutes
March 27, 2012
215 Centennial Mall South, Small Conference Room, Lincoln, NE

None; Absent: Bergt, Ciaccio

Other Financial Matters

Auditor's Office Entrance Conference Memo for Audit covering Calendar Year 2011

The Auditor's Office is currently conducting a financial audit covering calendar year 2011. A copy of the entrance conference memo was included for review.

Approval of Financial Matters except Contracts

Action Motion by Kissel, second by Maiellaro to accept the Financial Matters except Contracts. Voting Yes: Maiellaro, Kissel, Wells, Bryers; Voting No: None; Absent: Bergt, Ciaccio

AD Weaver left the meeting at: 8:51am

C Applications

Licensure/Examination

Applications for Licensure by Reciprocity – Class 2 w/CLARB Certificate

Approved: Roger Burkart, CO; Brian Lind, OR; Charles McDaniel, TX

Approval of Licensure by Reciprocity

Action Motion by Wells, second by Maiellaro to approve the licensure applications by Reciprocity Class 2 with a CLARB Certificate. Voting Yes: Maiellaro, Wells, Bryers; Voting No: None; Abstain: Kissel; Absent: Bergt, Ciaccio

Applications for Licensure by LARE – Class 1 w/CLARB Certificate

Approved: Elizabeth Thomas, NE – Applicant only has 3 years 5 months experience verified on her CLARB record and only 3 years, 9 months at the time of the board meeting. The Board granted an exception to allow the applicant to sit for the exams without having the required four years of experience in consideration of the current legislation before the legislature and upcoming changes to the exam by CLARB. Since she is applying under the current requirements, Ms. Thomas must obtain the required four years of experience before her license will be issued upon passage of all sections of the LARE.

Approval of Licensure by LARE

Action Motion by Maiellaro, second by Wells to approve the licensure applications by L.A.R.E. Voting Yes: Maiellaro, Wells, Bryers; Voting No: None; Abstain: Kissel; Absent: Bergt, Ciaccio

D Compliance

Logs – None

New Cases – None

Pending Cases – None

Compliance Issues

City of Lincoln not allowing Landscape Architects to stamp certain drawings – The Board is still waiting on a letter from Dennis Scheer to determine action to be taking. – No discussion or action was taken.

Phone Directory Disclaimer – No discussion or action was taken

E Committee Reports

Officers Report - None

CLARB - Chairperson Bryers reported on the CLARB Spring Meeting held February 26-26, 2012, in Coral Gables, Florida. The main topics of discussion were the PLA designation, changes in the LAAB scope, future exam requirements, and furthering the Welfare Outreach.

PLA Designation - In the PLA discussions, the focus was to identify what the post nominal designation means to regulatory boards and how CLARB can support them. Julia Lent, ASLA Director of Government Affairs provided a foundation of facts and the boards represented were broadly supportive of a universal designation. Two requests of CLARB were made by the boards:

Nebraska State Board of Landscape Architects
Board Meeting Minutes
March 27, 2012
215 Centennial Mall South, Small Conference Room, Lincoln, NE

First, that CLARB develop model language to facilitate a more explicit and defensible base from which to enforce the illegal use of the designation. Not all boards require this, but it was felt having the model language would help make the use of "PLA" ubiquitous.

Second, there was broad endorsement of the need for an effective program to promote the use of the designation. CLARB is seeking to provide input to ASLA's strategic level discussions that inform the communications campaign and has offered to facilitate continued dialogue with Member Boards in of universal use and recognition.

Change in LAAB Scope - The ASLA trustees voted last fall to change their bylaws to allow LAAB (Landscape Architecture Accreditation Board) to look at accrediting certificate programs. The background to this decision involved two programs at the University of California which are four year programs, but only grant a certificate and not a degree due to statutory restrictions.

Applicants to the programs must already have at least a bachelor's degree before entering the programs. These programs are accepted by the California licensing board and raises issues when those licensees seek reciprocity or attempt to establish a certified CLARB record. Concerns focused primarily on the effect of policy on efforts to defend licensure, the impact on academic education (e.g. existing BLA and MLA programs), and facilitation of reciprocity.

A school/program would have to request a review and must still meet the current accreditation requirements before LAAB would consider reviewing the program. ASLA has created a task force to look at the bylaws to see what would need to be changed and will be voting on the results at their fall meeting.

With respect to reciprocal licensure, there is no immediate plan to revisit the CLARB Standards for Certification, which establishes a generally accepted standard for reciprocity among member boards. Current standards recognize a degree from an LAAB accredited institution as meeting the basic education standard.

Exam Requirements - The goal of this discussion was to identify a broadly acceptable exam standard which would allow for earlier entry into the exam process and would streamline the registration process for all candidates. This was driven by three evolving realities: candidate attrition due to economic and other factors, New insights into exam success factors (CLARB's Determinants of Success study), and impending changes related to the administration of the LARE.

There are still several boards which require the candidate to first apply to the jurisdiction before they register for the exam. CLARB has asked the Boards to consider: All candidates apply for and register to take the exam with CLARB. Candidates would no longer be approved by the Board prior to taking the exam, however, CLARB can provide Boards with a list of candidates registered for the exam during each administration, After passing all sections of the exam, the applicant's Council Record would be sent to the Board in support of their application for initial licensure, and candidates would still have to meet all Board requirements before becoming licensed (education, experience, exam), however, they would complete their experience and exam requirements concurrently possibly reducing attrition and increasing the number of candidates and licenses.

Overall, member boards were very receptive to working toward reducing or eliminating barriers for earlier entry to the exam. The Boards have asked CLARB to develop model language for use that would allow for earlier entry while maintaining the integrity of individual requirements for licensure.

Welfare Outreach - This discussion was a continuance from the Annual Meeting in September 2012. The objective of the workshop was to assist the members with developing specific action plans to expose the key findings of the research to important local influencers and to learn more about the relative strengths and weaknesses of our content, message, and presentation. Member Boards have been charged with developing a 6-month action plan, implementing the plan and sharing the results to the membership at the Annual Meeting. The goal of CLARB is to continue the grassroots effort to better define this important part of the licensed landscape architect's scope

Nebraska State Board of Landscape Architects

Board Meeting Minutes

March 27, 2012

215 Centennial Mall South, Small Conference Room, Lincoln, NE

and ultimately strengthen our scope to reflect this very important aspect of landscape architectural practice.

CLARB Council Record – CLARB is continuing to move forward with the member boards to broaden the utilization of the Council Record as means of increasing exam and licensure application efficiency. While CLARB is working with boards on using the Record to create new efficiencies, they are also preparing for a marketplace initiative to encourage greater understanding and use of the Record. They will be conducting some experiments this spring and summer and expect to increase the emphasis through 2013 and beyond.

ASLA – ASLA will be hosting a booth at the Earth Day Celebration in Omaha on April 21st and will be looking for volunteers to man the booth.

Office/Staff – The Compliance Officer (CO) and Public Information Officer (PIO) for the NBEA have both currently left. The CO application process has just recently closed and interviews are currently being set up. The position of the PIO will be posted in the near future. In the meantime, Executive Director Wilbeck will be filling in for both positions.

F Old Business

Landscape Architect Items

Changes/Updates to Website Discussion

Current Website Pages with regards to Continuing Education – This was included at the request of the members at the January meeting. It was noted the “C2Ed” Online Seminars should be removed as this program was discontinued by CLARB some time ago. The “LA CES” through ASLA needs to be added.

Current Website Pages with regards to LARE – Once the June Graphic Sections registration period has ended, CLARB will be making a push to promote the new exam format. Changes will need to be made to the board website to reflect these changes. AA Lais will draft new text for this section and include it on the July meeting agenda.

Definition of Landscape Architecture – In light of some the questions which have arisen from the introduction of LB 1140, Chairperson Bryers handed out an article from ASLS defining landscape architecture. It was suggested this article be referenced on the board website.

Emeritus Status Proposal

Emeritus Status Inquiry Responses from Neighboring States – At the January meeting, the board had an inquiry from a current licensee about establishing an Emeritus status for retired and/or non-practicing landscape architects. The board had requested AA Lais to inquire with the surrounding states to see if they offered such a status and on what their authority was based. A summary of the findings was included for review. The members concluded the subject warranted further study with possibly requesting input from the Attorney General’s office as to whether this would need to be a statutory requirement or if it could be added into the Rules and Regulations (R&R). If it could be added into the R&R, it could be added into the revisions which are in the process of being formulated. Chairperson Bryers will contact Julia Lent at ASLA to see how other CLARB states may handle this status. He will also attempt to contact some the surrounding states who did not reply to AA Lais’ inquiry.

G New Business

Governance Issues

Board Policies – None

Rules and Regulations - Chairperson Bryers and AA Lais have begun to review and document the needed changes contingent on the passage of LB 1140. He should have something to present at the July meeting.

Statutes

LB 1140 Update – The Bill was considered as part of the Consent Calendar on March 22nd and has advanced to Select File on a 29-0 vote. The next step is the Enrollment and Review. It will

Nebraska State Board of Landscape Architects

Board Meeting Minutes

March 27, 2012

215 Centennial Mall South, Small Conference Room, Lincoln, NE

then go to Final Reading and the final vote will take place.

Landscape Architect Issues

PDH Extension Request – A request for an additional extension was received from Peter Conway in order to complete his required PDH for his 2012 renewal. He was originally given until March 15th to submit the missing hours. Chairperson Bryers granted an extension on March 15th contingent on the full board approval. The full board granted an extension to May 15, 2012.

Strategic Plan – At the request of the Board at their January meeting, a copy of the current Strategic Plan was included for their review. The possibility of pulling past board members and licensees to form a committee to draft language to revision the current statutes was discussed.

Chairperson Bryers brought up re-visiting the issue of possibly combining with the Geologist board as discussed back in 2011. Any further discussion or action on updating the Plan was deferred until July to allow all the board members to review. Chairperson Bryers will send a copy of CLARB's Strategic Thinking format for the board to review.

H General Information

Public Notice publication

Board meetings and schedule – AA Lais is to re-confirm Vice-Chairpersons Bergt's availability for the July meeting and possibly reschedule to the afternoon beginning at 1:30pm or 2:00pm.

Roster of Board Members

Licensing Trends – The Trends in Licensure and Fiscal Activity reports were provided for review.

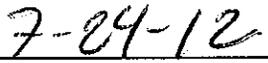
Other

Approved Board Policies and Record of Board's Actions – Board polices and Action Summary was provided for review.

Adjournment: Motion by Wells, second by Kissel to adjourn the meeting at 10:30a.m.

The next Board of Landscape Architects board meeting will be held on July 24, 2012, at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.


Board Member


Date