

Nebraska State Board of Landscape Architects

Board Meeting Agenda

July 24, 2012

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

8:30 a.m. – CALL TO ORDER

Open Meeting and Public Agenda Information

1-2 Open Meetings Act Overview

Public Comment/Appointments

The public is invited to speak

Agenda Items

Approval or adjustment of the Agenda

Action

A Consent Agenda

Meeting Minutes

1-5 March 27, 2012 meeting minutes

6-10 Late Submittals of Professional Development Hours

Action Approval of Consent Agenda

B Financial Matters

1-8 **Budget Status Report** – March, April, May, June 2012

9-12 **MTD General Ledger Detail Report** – March, April, May, June 2012

13-16 **Fund Summary Report** – March, April, May, June 2012

17 **Financial Profile FY 2010/2011** – March, April, May, June 2012

Other Financial Matters

21-25 2013/2015 Biennium Budget Review Narrative and Spreadsheet

31 Approval of Fee Schedule

41-73 Auditor's Office audit of calendar year 2011

Action Approval of Financial Matters

C Applications

Licensure/Examination

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

1-2 Ray Myers, GA

3-4 Jeremy Roach, MO

5-6 James Schuessler, MO

Applications for Licensure by LARE – Class 1 w/CLARB Record - None

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

Action Approval of Compliance Case Disposition

E Committee Reports

Officers Report

CLARB

ASLA

Office/Staff

F Old Business

Landscape Architect Items

Changes/Updates to Website Discussion

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- 1 Revised LARE exam webpage
- 2-3 Revised Continuing Education Offerings Page
- 4-13 Proposed Website Revision Layout

Action

Emeritus Status Proposal

Action

G New Business

Governance Issues

- Board Policies – *None*
- Statutes
- 11-15 LB 1140 Slip Law Copy
- Rules and Regulations
- Discussion of Revisions
- 31-33 Board Policies and Record of Board's Action to Change Statute and/or Rules and Regulations and
- 34-73 Draft Copy of the Rules and Regulations

Action

Landscape Architect Issues

- 81-85 CLARB Annual Meeting – September 13-15, 2012 – San Francisco, CA – Appoint and approve delegate

Action

- 91 Peer Review Committee Appointments

Action

- 101 Licensee Seal Redesign

Action

- 111-115 Government, Military, and Veterans Affairs Committee's Boards and Commissions Survey

Action

Strategic Plan

- 121-122 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

- 21-23 Approved Board Policies and Record of Board's Actions
 - 24 LARE April 2012 Multiple Choice Results
 - 25-26 Travel Policy
-

Adjournment

The next Board of Landscape Architects board meeting will be held on September 25, 2012, at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.

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CALL TO ORDER

The meeting was held at 215 Centennial Mall South, Fifth Floor, Small Conference Room, Lincoln, Nebraska. Chairperson Bryers called the meeting to order at 1:49pm 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 compliance with the Open Meetings Act

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

Staff Present: Jon Wilbeck, NBEA Executive Director (ED); Sandra Weaver, Administrator (AD); Jean Lais, Administrative Assistant (AA); Lisa Mathews, Compliance Officer (CO); Rachel Fetterman, Public Information Officer, (PIO)

Open Meeting and Public Agenda Information

Notes taken at an Independent Agency Meeting on the Open Meetings Act were provided.

AA Lais introduced Lisa Mathews and Rachel Fetterman to the Board.

CO Mathews and PIO Fetterman left the meeting.

Public Comment/Appointments

No public present

Agenda Items

No adjustments were made to the agenda.

A Consent Agenda

Meeting Minutes

March 27, 2012 meeting minutes were approved as amended.

Late Submittals of Professional Development Hours were approved as presented.

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

B Financial Matters

Budget Status Report – March, April, May, June 2012

PFC reports provided for review.

MTD General Ledger Detail Report – March, April, May, June 2012

PFC reports provided for review.

Fund Summary Report – March, April, May, June 2012

PFC reports provided for review.

Financial Profile FY 2010/2011 – March, April, May, June 2012

Report provided for review.

Other Financial Matters

2013/2015 Biennium Budget Review Narrative and Spreadsheet

A draft narrative for the 2013/2015 Biennium Budget was provided for comment and input. AD Weaver provided a spreadsheet with the projected income and expenses. Discussion was held with regards to how much to budget for travel, the cost of the service contract with the Nebraska Board of Engineers and Architects (NBEA), and the Board's goals.

Approval of Fee Schedule

Action Motion by Wells, second by Ciaccio to approve the Fee Schedule as presented. Voting Yes: Wells, Ciaccio, Bergt, Kissel, Bryers; Voting No: None; Absent: Maiellaro

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Auditor's Office audit of calendar year 2011

A copy of the Auditor's draft attestation report, the Board's response, and the final attestation of the audit covering calendar year 2011 were provided for review.

Action Motion by Kissel, second by Bergt to approve the Financial Matters as presented except the Fee Schedule. Voting Yes: Wells, Ciaccio, Bergt, Kissel, Bryers; Voting No: None; Absent: Maiellaro

ED Wilbeck and AA Weaver left the meeting at 2:15pm.

C Applications

Licensure/Examination

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

Approved: Ray Myers, GA; Jeremy Roach, MO; James Schuessler, MO

Applications for Licensure by LARE – Class 1 w/CLARB Record - None

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

D Compliance

Logs – None

New Cases – None

Pending Cases – None

Compliance Issues

City of Lincoln not allowing Landscape Architects to stamp certain drawings – No discussion or action taken

E Committee Reports

Officers Report – *None*

CLARB – Chairperson Bryers reported that CLARB is coming up with a strategy plan to incorporate welfare into the Model Law language to help states incorporate it into their statutes. On the global level they are looking into expanding CLARB's reach especially into China and Mexico who would like to offer the LARE exams in their respective countries.

ASLA – *None*

Office/Staff – *None*

PIO Fetterman re-entered the meeting at 3:10pm

F Old Business

Landscape Architect Items

Changes/Updates to Website Discussion

A copy of the revised LARE exam and Continuing Education Offerings web pages were provided.

Proposed Website Revision Layout

Discussion was held on the following:

Different groupings of topics

Use the same picture as is on the current website

Use the same template as the NBEA

Add the Welfare article to the home page

Add information geared more toward the public

Add the meeting agendas to the Board Information page

The Board requested PIO Fetterman to mock up a test site and send out for review prior to the September meeting. Any further discussion and action will be made at that meeting.

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PIO Fetterman left the meeting at 3:30pm

Emeritus Status Proposal

After further research by Chairperson Bryers and AA Lais, it was determined that in order to allow and offer an Emeritus status it would require an addition to the statutes. Chairperson spoke with the Oklahoma board which has the title and was informed it is one of their biggest compliance issues and are considering dropping the title. If the Board wishes to be able to offer the title will need to be include it in the next statute revision.

ED Wilbeck re-entered the meeting at 3:35pm

G New Business

Governance Issues

Board Policies – *None*

Statutes – The Slip Law copy of LB 1140 provided.

Rules and Regulations

A draft copy of the Rules and Regulations was provided for review and input.

Discussion began on the Rules and Regulations as follows:

1.001 "License" should be "Licensure"

1.002.01 change "school" to "program" and add "...accredited by LAAB or LAAC or as otherwise approved by the Board."

2.001.02 remove section referring to grandfather clause

Due to time constraints, Chairperson Bryers requested the members read over the changes and send comments to ED Wilbeck no later than August 3rd. ED Wilbeck will then compile the suggestions and send to the members for their review and approval at the September meeting.

ED Wilbeck left the meeting at 4:00pm

Landscape Architect Issues

CLARB Annual Meeting – September 6-8, 2012 – San Francisco, CA – Appoint and approve delegate. Vice-Chairperson Bergt voiced interest in attending the meeting. She will check her calendar and let Chairperson Bryers know if she will be able to attend. If she is not, Wells will see if he can attend.

AA Lais informed the members that hotel reservations need to be made by August 14th and registration needs to be completed by August 29th. Members are to let Chairperson Bryers know if they are able to go so he can give final approval.

Peer Review Committee Appointments - Jensen's term is up this year. Chairperson Bryers will contact to see if interested in serving another three year term.

Licensee Seal Redesign – Due to the changes in the statutes, the licensee seal needs to be revised. A sample was provided replacing the word "Registered" with "Licensed". The Board decided to remove "Registered" and not to replace it with anything. A letter will be sent to with the renewal notices informing licensees to the change and giving them a time frame in which their seal must be replaced.

Action Motion by Ciaccio, second by Bergt to change the licensee seal as discussed and send notification with the renewals. Voting Yes: Wells, Ciaccio, Bergt, Kissel, Bryers; Voting No: None; Absent: Maiellaro

Government, Military, and Veterans Affairs Committee's Boards and Commissions Survey – No changes were made to the draft response provided.

Strategic Plan

Discussion was deferred to the September meeting

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H General Information

Public Notice publication

Board meetings and schedule -

Roster of Board Members – Chairperson's Bryers' term expires at the end of September. He will be seeking reappointment.

Licensing Trends

Trends in Licensure and Fiscal Activity Report were provided.

Other

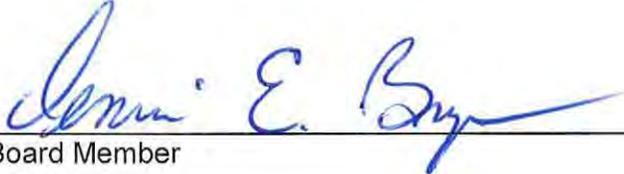
Approved Board Policies and Record of Board's Actions were provided for review.

LARE April 2012 Multiple Choice Results were provided for review

Travel Policy was provided for reference

Adjournment Motion by Wells, second by Kissel to adjourn the meeting at 4:11pm

The next Board of Landscape Architects board meeting will be held on September 25, 2012, at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.


Board Member

25 September 2012
Date