

Nebraska State Board of Landscape Architects
Board Meeting Minutes
April 29, 2014
215 Centennial Mall South, Small Conference Room, Lincoln, NE

CALL TO ORDER

The meeting was held at 215 Centennial Mall South, Fifth Floor, Lincoln, Nebraska. Chairperson Bryers called the meeting to order at 8:38am 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 Starr in accordance to the Open Meetings Act.

Roll Call: Eileen Bergt, Dennis Bryers, David Ciaccio, JoAnne Kissel, Todd Maiellaro, Gary Wells
Staff Present: Sandra Weaver, Administrator (AD); Jean Lais, Administrative Assistant (AA); Lisa Mathews, Compliance Officer (CO)

Public Comment/Appointments

No public comments were made.

A Consent Agenda

Meeting Minutes from January 28, 2014, were approved as presented.

Late PDH Submittals - *None*

Action Motion by Bergt, second by Wells to approved the Consent Agenda as presented. Voting Yes: Ciaccio, Kissel, Maiellaro, Wells, Bergt, Bryers; Voting No: None

B Financial Matters

Budget Status Report – January, February, March 2014

MTD General Ledger Detail Report – January, February, March 2014

Fund Summary Report – January, February, March 2014

Financial Profile FY 2013/2014 – January, February, March 2014

AD Weaver indicated it is anticipated there will be a \$1,000 to \$1,200 carryover into the next fiscal year. 95% of the budgeted revenue has come in with 75% of the year lapsed.

Bergt expressed concern over the cash fund level given past history with the Auditor's office with having more than six months operating costs. AD Weaver informed the members the Auditor's office has agreed to not make an issue of this in the future.

AD Weaver provided a projected spreadsheet of expenses and revenue through FY 2016/17 taking into consideration the discussions the Board has had with possibly going to a two year renewal cycle and the offering of online renewals. Travel was also increased to allow for two members to attend meetings instead of the current one.

With the offering of online renewals, there will be an added expense to cover the merchant and processing fees. It has been estimated this will be 5% of the overall renewal revenue.

Budgeting for the next biennium will begin in July and must be submitted in October. The members requested AD Weaver send out the narrative from the last biennium request to review and edit as needed.

Other Financial Matters

Administrative Services Contract FY 2014/2015

Time and cost worksheets were provided to the board for review. The proposed new weighted hourly rate for FY14/15 is \$18.28. The proposed contract amount for FY14/15 is \$13,498 or \$3,374.50 per quarter. The contract was approved by the Nebraska Board of Engineers and Architects at their February 14, 2014, Meeting. This is an decrease of \$118.00 over the previous contract. The contract includes the services to be provided.

Approval of Fee Schedule

A copy of the current fee schedule as posted on the Board's website was reviewed and approved. Due to revisions to the Public Records Statutes through LB363 prohibiting the charge of record requests involving less than four hours of staff time, the fee for the "Roster Requests" will be removed.

Wells inquired about how much staff time is used to process an application for initial licensure.

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AA Lais responded that it takes about a half hour to an hour. Wells feels the Board may want to look into reducing the cost to encourage more applicants. It was decided to the discussion until next fall with the planned rules and regulations revision.

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

Action Motion by Wells, second by Maiellaro to approve the Administrative Services Contract with the Nebraska Board of Engineers and Architects. Voting Yes: Ciaccio, Kissel, Maiellaro, Wells, Bergt, Bryers; Voting No: None

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

Weaver left the meeting at 9:22am.

C Applications

Licensure/Examination

Applications for Licensure by Reciprocity

Approved: William Mann - OK, Robin Wilcox - OR

Applications for Initial Licensure - None

Action Motion by Wells, second by Kissel to approve the Applications as reviewed and discussed. Voting Yes: Ciaccio, Kissel, Maiellaro, Wells, Bergt, Bryers; Voting No: None

D Compliance

New Cases - None

Pending Cases - None

Action

Compliance Issues

City of Lincoln not allowing Landscape Architects to stamp certain drawings
CO Mathews updated the board on the issue stating the city has conceded a landscape architect can design retaining walls. Kissel informed the members Lincoln still will not allow landscape architects to stamp plans in right of ways and streetscapes. They are still insisting these types of drawings be stamped by an engineer. Kissel expressed the concern of Clark Enersen that the Public Works Department is basically saying landscape architects do not have a right to practice in this area even though the city has been shown there is incidental practice allowed in both the Engineers and Architects Act and the Professional Landscape Architects Act. Clark Enersen has hired a civil engineer just so they can continue doing their work with the City.

Mathews suggested the Board start reaching out to agencies with the intent to educate them on what a landscape architect can and cannot do. This would include the relationship between the two boards and how they work together.

Bryers will contact Dennis Scheer at Clark Enersen to get a summary of the issues to bring to the next board meeting. The Board will then determine what the next step should be.

Action No action taken

Mathews left the meeting at 9:40am

E Committee Reports

Officers Report - None

Statute Revision Task Force

Slaven is to be scheduling another meeting. The Task Force would still like to look at the definition language and suggest some of the revised language on the subjects already discussed. She informed Chair Bryers she would like someone else to take over as chairperson and

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suggested either Backman or Scheer to replace her.

CLARB

Webinar tomorrow, April 30th, on the Annual meeting. All are welcomed to join.

ASLA - *None*

Office/Staff - *None*

F Old Business

Governance issues – *None*

Landscape Architect Items

Board Response to Task Force Survey

A copy of the letter written by Chairperson Bryers was included for review. AA Lais to coordinate with PIO Fetterman to send out when time allows.

G New Business

Governance Issues

Board Policies - *None*

Rules and Regulations - *None*

Statute Revision Discussion

AA Lais updated the members on the status of the revisions in the Engineers and Architects Act (E&A Act). This included the addition of the provision to allow landscape architects to act as the coordinating professional on landscape projects. The bill (LB 665) which was introduced this session did not make it out of committee by mutual agreement with the Nebraska Board of Engineers and Architects (NBEA). There were several revisions that garnered opposition which the Board decided not move forward this year and work with these stakeholder over the summer along with Senator Krist's (sponsoring senator) office and reintroduce the bill during the 2015 session. The NBEA will not be adding back the contested provisions at this time. However, they encouraged the Board to proceed in adding the coordinator professional provision to the Professional Landscape Architects Act and the NBEA will support them in the effort. The NBEA also suggested the Board send the final revisions to the American Institute of Architects (AIA) and the Nebraska Society of Professional Engineers (NeSPE) with the hopes that this will open a dialog with all interested parties and an agreement can be made.

AA Lais suggested the Board may also want to look at adding a provision for reciprocity licensure for applicants who do not have a certified CLARB record. She also suggested the Board may want to have a couple of work session to work on statute language only if they want to have the revisions ready by October.

Landscape Architect Items

CLARB Welfare Regulation Pilot Program

A copy of the Interest Solicitation was provided for review. CLARB is looking for a member board to partner with to explore a pilot program on how to regulate the public welfare/well-being in a specific jurisdiction. The solicitation included the project purpose, mutual expectations, and partner selection criteria among other information related to the program. The Board determined this was not the appropriate time to participate in this type of project. No action taken.

Expiration/Appointment of Peer Review Committee Member

A copy of the Peer Review Committee Roster was provided for review. Chairperson Bryers charged the members to begin to make inquiries for interested persons to fill Bentley's position as his term will end at the end of 2014. Chair Bryers will contact Bentley to see if he would be willing to server another term. He asked the other members to begin soliciting for interested

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persons just in case Bentley did not want to be reappointed.

Proposed Agenda Reordering

The members did not have an issue with the proposed agenda re-ordering.

Strategic Plan

Current Strategic Plan

A copy of the current Strategic Plan was provided for review. No action taken.

H General Information

Public Notice publication as submitted to the Lincoln Journal Star provided for review.

Board meetings and schedule was provided for review.

Roster of Board members was provided for review.

Kissel informed the Board she will not be seeking reappointment. Bryers asked the other members to begin making inquiries for persons who may be interested in serving as the Board's public member. AA Lais reminded the members this person should not be associated with the profession as per statute.

Licensing Trends

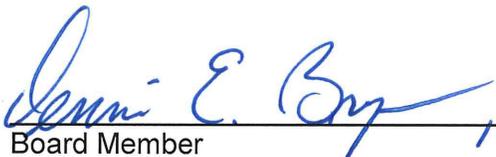
The Trends in Licensure and Fiscal Activity Reports were provided for review.

Other

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

Adjournment Motion by Ciaccio, second by Maiellaro to adjourn the meeting at 10:39am.

The next Board of Landscape Architects board meeting is currently scheduled for July 29, 2014 at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.

 , FASLA, PLA
Board Member


Date