

Nebraska State Board of Landscape Architects  
**Board Meeting Minutes**  
**July 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 8:35am 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, Gary Wells; Absent: David Ciaccio; JoAnne Kissel

**Staff Present:** Steve Masters, Executive Director (ED); Sandra Weaver, Administrator (AD); Jean Lais, Administrative Assistant (AA)

**Public Comment/Appointments**

No members of the public were present

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**A Consent Agenda**

**April 29, 2014, meeting minutes** were approved as presented.

**Late PDH Submittals - Approved:** Michael Jerina

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

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**B Committee Reports**

**Officers Report - None**

**Statute Revision Task Force** - The Task Force met on July 24, 2014, to discuss the definition of landscape architecture and the purpose of the act. A schedule for comments to be received was established. The next meeting will be held on August 26, 2014, in Omaha to finalize the language revision recommendations to the Board.

**CLARB** - The annual meeting is September 24-27, 2014, in Reston, VA. The meeting has been extended with a full day of workshops for Member Board Executives and a full day for the Member Board Members. This is the first year CLARB has not held a Spring meeting and has held monthly webinars covering different subjects.

Ohio has been chosen to participate in the pilot program on coming up with a pilot program to help boards integrate welfare into the state statutes.

**ASLA - None**

**Office/Staff** - AA Lais informed the members that the Board of Engineers and Architects (NBEA) will be upgrading its website to incorporate multi-platforms and bring the technology up to current practices. It is the goal of the NBEA to have the new website up and running by Spring 2015. Once this is completed, PIO Fetterman will beginning looking at integrating these features into the Board's website.

The NBEA staff is working on converting database to the current program version. This will include a full redesign and rewriting of scripts to help streamline the data entry and retrieval processes. This is scheduled to be completed by the end of the year. The database has been maintained by college IT interns and has become cumbersome with "patchwork" fixes and it is the desire of staff to "unclutter" these processes to make the database more efficient.

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**C Old Business**

**Governance issues – None**

**Landscape Architect Items**

**Peer Review Committee Appointment** - Chairperson Bryers will contact Bentley to see if he would be willing to serve another term. This may only be a two year appointment if the revised statutes are passed in 2015. No action taken.

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**D New Business**

**Governance Issues**

**Board Policies - None**

**Rules and Regulations - None**

**Statutes**

A copy of the Summary of Revisions, Draft Revision Language, and the Board Policies and Actions were provided for review. A redline copy of the definitions as prepared by Ken Backman and presented at the July 24, 2014, Task Force Meeting were provided for the members review.

AA Lais asked for clarification on section 81-8,196 with regards to licensure requirements and allowing foreign applicants. There are provisions in 81-8,185 and 81-8, 186 on which AA Lais asked the members to consider their relevance in today's practice.

Depending on the final coordinating professional language, may need to revise the Design Professional definition.

Discussion was held on the definition of landscape architecture and what should be included in the definition.

It was decided to hold a meeting in September after the Task Force has made their final recommendations to review and finalize the language of the revisions to be submitted during the 2015 Legislative session. No action was taken at this time.

**Kissel entered the meeting at 9:17am**

**Landscape Architect Items**

**Approval of Board delegate to the CLARB Annual Meeting, September 24-27, 2014, in Reston, VA** - The members approved two board members and/or staff to attend the meeting.

**Action** Motion by Wells , second by Bergt to approve two members/staff to the annual meeting. Voting Yes, Kissel, Maiellaro, Wells, Bergt, Bryers; Voting No: None; Absent: Ciaccio

**Approval of voting delegate for CLARB Region IV Webcast, August 14, 2014** - Chairperson Bryers encouraged all members to participate in the call if at all possible. The members appointed Chairperson Bryers to be the voting delegate on the webcast.

**Candidates for CLARB Region IV Director and Alternate Director** - Profiles of the candidates running were provided for review.

**Strategic Plan**

**Current Strategic Plan** - No discussion or action taken.

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**E Compliance**

**New Cases - None**

**Pending Cases - None**

**Action**

**Compliance Issues**

**City of Lincoln** not allowing Landscape Architects to stamp certain drawings - ED Masters volunteered to set up a meeting between the board and the city to discuss this issue and work toward a resolution. He would like to get background information on services landscape architects provide their clients. He will contact Scheer to get information on the exact issues with the city as to why they are insisting on having an engineers seal on certain plans. He believes it would be beneficial for the members to sit down with members from the City's engineering department, parks, and urban planning to discuss what landscape architects can and cannot do. The members suggested setting up the initial

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meeting with Scheer, Masters, Bryers, Kissel, and Roger Figard with the City's Engineering Department.

**Masters left the meeting at 9:39am**

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**F Applications**

**Licensure/Examination**

**Applications for Licensure by Reciprocity**

**Approved:** Havener, Walter - NC; Miller, Howard - MO

**Applications for Initial Licensure - None**

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

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**G Financial Matters**

**Budget Status Report** – April, May, June 2014

**MTD General Ledger Detail Report** – April, May, June 2014

**Fund Summary Report** – April, May, June 2014

**Financial Profile FY 2013/2014** – April, May, June 2014

AD Weaver informed the members 91.67% of the budgeted expenditures were spent with 99.8% of the projected revenue being received. This allowed for a \$1,846.00 roll over into FY14/15. This will adjust the FY14/15 appropriation to \$24,482. A portion of the rollover was added to travel expenses to allow for another member to attend the annual meeting. With the addition of reimbursing members for mileage to the quarterly board meetings, additional funds were also added to personal mileage.

**Other Financial Matters**

**Review of 2015-17 Biennium Budget Narrative Draft**

The 2015-17 Biennium Budget Narrative Draft is due by August 1, 2014. A copy of the narrative from 2013-15 was provided for review and comment. AD Weaver requested the members to take a closer look at the goals the members want to accomplish in the next several years. The Board will want to address the proposed statute revisions and the proposed two year renewal. She stressed the importance of being very descriptive in the narrative as there will be a new governor, auditor, treasurer, attorney general and at least seventeen new senators this coming year.

The members felt this was a good place to integrate welfare into the purpose of the Board and requested AA Lais to resend the study and summary completed by CLARB out to the members. AD Weaver will also integrate the language into the Narrative. She will send out the revised narrative for final review once it is completed.

The 2015-17 Biennium Budget is due September 15, 2014. AD Weaver will send the out a draft budget once it is available for review and comments by the members prior to the deadline.

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

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**Weaver left the meeting at 10:12a**

**H General Information**

**Public Notice publication** as submitted to the Lincoln Journal Star provided for review.  
**Board meetings and schedule** was provided for review. The next scheduled meeting of the Board is October 28, 2014.

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**Roster of Board members** provided for review. Ciaccio has submitted his request for reappointment. The Governor's office is aware Kissel is not seeking reappointment. Chairperson Bryers instructed the members to have any interested persons contact AA Lais who will direct them to the online application and notify the Governor's office. Bryers thanked Kissel for her service and presented her with a token of the Board's appreciation.

**Licensing Trends**

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

**Other**

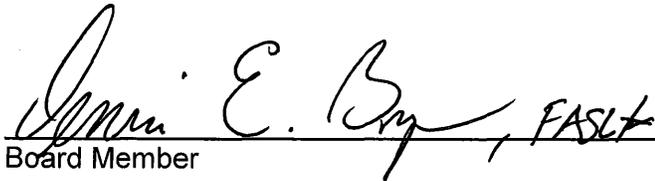
**April 2014 CLARB LARE Results** - The results of the April 2014 CLARB LARE were provided for review.

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

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**Adjournment:** Motion by Maiellaro, second by Wells to adjourn the meeting at 10:23am.

The next Board of Landscape Architects board meeting is currently scheduled for October 28, 2014 at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.

  
Board Member

  
Date