

Nebraska State Board of Landscape Architects  
**Board Meeting Minutes**  
**October 28, 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 8:31am 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, David Ciaccio, JoAnne Kissel, Todd Maiellaro, Gary Wells

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

**Public Comment/Appointments**

No members of the public were present

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**A Consent Agenda**

**Meeting Minutes**

**July 29, 2014, meeting minutes** were approved as presented

**September 17, 2014 meeting minutes** were approved as presented

**Action** Motion by Ciaccio, second by Maiellaro to approve the Consent Agenda as presented.

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

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**B Committee Reports**

**Officers Report - None**

**CLARB**

Bryers announced AA Lais has been appointed to the Member Board Executive Committee. The Annual Meeting was the best attended to date. The virtual participation option had five members participate. Some of the subjects covered were how the changes in demographics is changing licensure, possible changes in CLARB governance, statistics related to the LARE, the "Model" Board - showing how a board can move from a reactive board to a proactive board, possible changes in the education requirement need to sit for the LARE. A mini forum was held on the changes and concerns with licensure. There were forty-one boards represented at the meeting with one hundred and fifteen participants.

CLARB has seen more board participation through the monthly Webinars on more consistent basis, than when holding both a Spring and Annual Meeting.

Next year's meeting will be in New Orleans, September 16-19th.

**ASLA**

Chairperson Bryers has been asked to serve as an Advocacy Member. This position helps in promoting the profession, defending legislature bills. Former landscape architect board member John Royster will become a trustee beginning with the November Annual meeting as well as be inducted as a fellow in the Society.

Office/Staff - None

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**C Old Business**

**Governance Issues**

**Statute Revision Draft**

The latest draft was provided for review. The bill writer had requested the board look at each instance the word "professional" was used when related to the terms landscape architect and landscape architecture to determine when it should be used. It was determined that "professional" should be used when referring to a licensee and should not be used when referring to the profession of landscape architecture.

The board also discussed how the transition would be made from an annual to biennial renewal as this will need to be outlined in the statute. The board agreed to use the last names

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of the licensees as the determining item. Beginning in 2016, licensees with a last name beginning with "A" through "L" will renew for one year. Last names beginning with "M" through "Z" will renew for two years. All renewals thereafter will be for two years.

The members requested an email blast be sent to all licensees with the final changes in addition to the stakeholders the board identified at the September meeting. Chairperson Bryers also requested a copy be sent to Kim Wilson at the College of Architecture at UNL. Budget Analyst Kilgore inquired to what prompted the changes and what costs would be involved with the changes. The members explained this is the first major rewrite of the act since it was enacted and many of the changes are just to bring the act up to date with current practice and licensing trends. There will be some cost involved with offering online renewals and applications, but staff time will be reduced. These costs have been projected in the biennium request.

#### **Landscape Architect Items**

##### **Peer Review Committee Appointment**

Bentley's term expires at the end of 2014. This would most likely only be a two year appointment. Chairperson Bryers is currently awaiting a response from Bentley to see if he is would be willing to serve another term. Discussion was also held on appointing a board member to this position for the next term. No action taken.

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#### **D New Business**

##### **Governance Issues**

Board Policies - *None*

Rules and Regulations - *None*

Statutes - *None*

##### **Action**

##### **Landscape Architect Items**

##### **ASLA Great Plains Chapter - Articles of Incorporation**

The Secretary of State's (SOS) office initially denied the Articles of Incorporation due to the use of "Architect" in the organization's name. Chairperson Bryers wrote a letter explaining that per the E&A Act and the PLA Act, they were allowed to use the term. The SOS has requested a follow up letter from the Board granting ASLA permission to use the term "Landscape Architects" in the name. Chairperson Bryers provided a draft of the letter for the Board's input and editing.

**Action** Motion by Wells, second by Ciaccio to approve the response letter to SOS as discussed.

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

##### **Strategic Plan**

##### **Current Strategic Plan**

Due to the statute revisions and the revisions to the Rules in 2015, many of the items on the Strategic Plan were moved out until at least 2016.

Discussion was held with regards to the merger of the UNL College of Architecture with the Hixson-Lied College of Fine and Performing Arts. There is concern with what effect this will have on the accreditation of the Landscape Architecture program. Kissel informed the members that the Engineers & Architects board is preparing to send a letter with the same concern with regards to the Architectural program to the Board of Regents and thought it would be a good idea for the Board to do the same. Chairperson will draft a letter and send it to the members to review prior to sending it to the Regents.

Discussion was held on the plan item related to partnering with UNL to hold a workshop on

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"landscape architecture practice and regulatory" review. Chairperson Bryers informed the members he will be teaching a class on park design starting with the Spring semester and plans on bringing in the practice and ethics aspects into his lectures. It was also discussed with possibly partnering with the ASLA student chapter to offer a workshop.

**Action** Motion by Kissel, second by Wells to accept the changes to the Strategic Plan. Voting Yes: Wells, Ciaccio, Kissel, Maiellaro, Bergt, Bryers; Voting No: None

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ED Masters entered the meeting at 10:00am

**E Compliance**  
**Cases - None**

**Action**

**Compliance Issues**

**City of Lincoln** not allowing Landscape Architects to stamp certain drawings  
Kissel provide background information on this ongoing issue with the City. In August, Chairperson Bryers, and Kissel along with Steve Masters from the NBEA met with Roger Figard of the City's Engineering Department to discuss the issue. Kissel provided background information on projects Clark Enersen has encountered with the City.  
Figard was to get with his employees and determine where and what the issues were exactly. He has not gotten back with Chairperson Bryers. He will follow up with him this week.  
Kissel informed the members that most of Clark Enersen's work for the city is with Parks and Recreation and felt the heart of the issue is when Public Works review the plans for permitting-they are the ones who have the problem with landscape architects stamping plans versus an engineer. This in turn causes delays in the project.  
The member discussed what the next step should be. It was suggested that Clark Enersen may want to final a formal complaint if this issue cannot be resolved. ED Master's suggested the board may want to make contact with the Mayor's office and Urban Development to help in resolving the dispute. No action taken.

Masters left the meeting at 10:38am

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**F Applications**

**Licensure/Examination**

**Applications for Licensure by Reciprocity**

**Approved:** Daniel Cable - UT; Thomas Oslund - MN

**Applications for Initial Licensure - None**

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

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Weaver entered the meeting at 10:40am

**G Financial Matters**

**Budget Status Report** – July, August, September 2014

**MTD General Ledger Detail Report** – July, August, September 2014

**Fund Summary Report** – July, August, September 2014

**Financial Profile FY 2013/2014** – July, August, September 2014

AD Weaver report with 25% of the fiscal year elapsed as of September 30th, just over 15% of the appropriated expenses have been used and not quite 5% of the projected revenue had come in, however, this does not include any renewal revenue. The Cash Fund is setting at just over 1 times the current appropriation.

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

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**Other Financial Matters**

**2015/2017 Biennium Budget Request**

The 2015-2017 biennium budget request was submitted on September 15, 2014. The Board reviewed the final request. Wells inquired about the average revenue per licensee versus the average cost. It was determined the board is receiving approximately \$220 per licensee. The average cost was \$193 in FY 2013-14.

Budget Analyst Kilgore asked the board to consider ways it could approve the budget request prior to the submittal deadline in the future.

Weaver left the meeting at 11:03am

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**H General Information**

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

**Board meetings and schedule** provided for review. The next scheduled meeting of the board is January 27, 2015.

**Roster of Board members** provided for review. The Governor has not appointed a replacement for Kissel to date.

**Reappointment of Ciaccio** documents provided for review.

**Licensing Trends**

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

**Other**

**August 2014 CLARB LARE Results** provided for review.


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

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**Adjournment:** Motion by Ciaccio, second by Wells to adjourn the meeting at 11:09am

The next Board of Landscape Architects board meeting is currently scheduled for January 27, 2015 at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.

  
Board Member

  
Date