

Nebraska State Board of Landscape Architects  
**Board Meeting Minutes**  
**April 25, 2017**  
215 Centennial Mall South, Small Conference Room, Lincoln, NE

**8:30 a.m. – CALL TO ORDER**

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The meeting was held at 215 Centennial Mall South, Lincoln, Nebraska. Chairperson Bergt called the meeting to order at 8:36am and informed the public of the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on April 11, 2017, and on the Board's website in accordance to the Open Meetings Act.

**Roll Call:** Eileen Bergt, Dennis Bryers, Eric Casper, David Ciaccio, Todd Maiellaro, Gayle Malmquist

**Staff Present:** Jean Lais, Administrative Assistant (AA); and Sandra Weaver, Business Manager (BM)

**Appointments/Public Comments**

No members of the public were present.

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**A Consent Agenda**

**Meeting Minutes**

January 31, 2017, meeting minutes were approved as presented.

**Late PDH submittal Approvals**

**Approved:** Matthew Schafer, NE

**Action Approval of Consent Agenda**

Motion by Bryers, second by Malmquist to approve the Consent Agenda as presented. Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

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**B Committee Reports**

**Officers Report - None**

**CLARB**

Bryers reported that the Nominations Committee asked for references this year from all candidates which were divided among the committee members to call. This in turn helped to form the individual questions asked during the interviews.

**CLARB February Region 4 Virtual Meeting Summary**

A summary of the States reports was provided for review.

**CLARB March "In The Know" Webinar Summary**

Slides summarizing the information provided during the webinar were provided for review. Topics covered included an update on the threat to licensure across North America, information on the "Right to Earn a Living" movement, CLARB's Strategic Positioning as a result of these threats, CLARB's Governance Review, and a draft of the new Model Law language.

**CLARB March Communique**

The March Communique to Member Board Executives was included for review which reiterated and amplified some of the points from the webinar.

**CLARB April "In The Know" Webinar Information**

Information on the April "In The Know" webinar to be held on April 27<sup>th</sup> was provided.

**Office/Staff**

AA Lais updated the members on the progress of the office renovations and the database conversion. She also informed the Board that Tanna Dittmar is no longer with the NBEA as the Public Information Officer. Molly Mayhew has been hired as her replacement. She started in February.

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**C Old Business**

**Governance Issues**

**Statutes**

**LB 364 – Revisions to the Professional Landscape Act Update**

Bryers sent out an email yesterday giving an update on the status of LB 364. The Bill is still in committee, The Home Builders Association met last week and discussed the proposed amendments to the exemptions. Even with an explanation from the ASLA lobbyist (Girthoffer) that the Board has no issues with home builders providing services in the normal course of their work, their Board decided not to accept the proposed amendments and still oppose the bill. Girthoffer was instructed to move forward with the bill without the amendment. Girthoffer will be meeting with the Government, Military, Veterans Affairs Committee chair to discuss getting a committee vote on the Bill. Even if it does not make it out of committee this legislative session, there is still an opportunity to advance the Bill during the 2018 session.

**2017 Legislative Bill Update**

AA Lais provided an update on the bills being monitored by staff.

**Rules and Regulations Revisions**

AA Lais provided a list of questions generated when the draft language was written for Chapter 1.12 – Board Member Conflict of Interest and Chapter 6 – Code of Practice. The proposed language was agreed upon by the members. The Board decided to move forward with the final review and approval of the proposed language at the July meeting even if LB 364 does not pass this session. No action taken.

**Landscape Architect Items - None**

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**D New Business**

**Governance Issues - None**

**Landscape Architect Items**

**Approval of attendees to the CLARB Annual Meeting** September 14-16, 2017 in Boise, ID - The members approved one Board member and one staff member to attending the CLARB Annual Meeting.

**Action** Motion by Malmquist, second by Ciaccio to approved one staff member and one Board member to the CLARB Annual Meeting and use funds from FY2016-17.

Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

**CLARB Model Law Draft**

A copy of the draft Model Law language was provided for review. CLARB requested input from the member boards and a final draft will be sent out sometime in June.

Member boards will be voting on the final language at the CLARB Annual Meeting in September. No action taken.

**Strategic Plan**

The current Strategic Plan was provided for review. No action taken.

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**E Compliance**

**New Cases – None**

**Pending Cases – None**

**Compliance Issues**

**City of Lincoln not allowing Landscape Architects to stamp certain drawings**

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Casper was not able to follow up with Scheer prior to the meeting. The members would like to get a status on the issue before removing it from the meeting agenda. No action taken.

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**F Applications**

**Applications for Licensure by Reciprocity**

**Approved:** Michael McGarvy, MN

**Applications for Licensure Reinstatement – None**

**Applications for Initial Licensure**

**Approved:** Alison Ingunza, NE

**Applications to sit for the LARE without a LAAB-accredited degree**

**Approved:** Adam Lienemann, CA

**Action** Motion by Bryers, second by Casper to grant licensure to McGarvy and Ingunza.

Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

**Action** Motion by Bryers, second by Malmquist to approve Lienemann to sit for the LARE.

Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

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*BM Weaver entered the meeting at 10:12am*

**G Financial Matters**

**Budget Status Report – January, February, March 2017**

**MTD General Ledger Detail Report - January, February, March 2017**

**Fund Summary Report - January, February, March 2017**

**Financial Profile FY 2016-17 - January, February, March 2017**

BM Weaver reported that with 75% of the year elapsed 61.3% of the appropriated expenditures have been spent and 86.4% of the expected revenue has been received. It appears there will be about \$7,000 of the appropriated funds remaining at the end of the year. This is due in part to the travel expenses only being at about 50% of the expected amount. The Cash Funds is at the same level as this time last year, just under \$40,000.

**LB327 2017-2019 Biennium Budget Bill Update**

The Appropriations Committee 2017-2019 Biennium Budget amendment was introduced on April 21, 2017. They have recommended the Board receive the full requested appropriation amount.

**Action** Motion by Bryers, second by Maiellaro to approve the Financial Reports as presented. Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

**Contracts**

**Administrative Service Contract with Nebraska Board of Engineers and Architects (NBEA) for FY2017-18**

Time and cost worksheets were provided to the members for review. The proposed new weighted hourly rate is \$18.755. The proposed contract amount for FY17/18 is \$14,384 or \$3,596.00 per quarter. This is an increase of \$68.75 per quarter from the previous contract. The contract includes the services to be provided and was approved by the NBEA at its February 24, 2017, meeting.

**Action** Motion by Bryers, second by Maiellaro to approve the Administrative Service Contract with the NBEA. Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

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**Other Financial Matters**

**Fee Schedule Review**

A copy of the current Fee Schedule was provided for review. No changes were made and the current fees will carry over to FY 2017-18.

**Action** Motion by Bryers, second by Ciaccio to approve the Fee Schedule for FY 2017-18 as presented. Voting Yes: Malmquist, Bryers, Ciaccio, Casper, Maiellaro, Bergt; Voting No: None

*BM Weaver left the meeting at 10:36am*

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**H General Information**

**Public Notice publication** was provided for review.

**Board meetings and schedule** was provided for review.

The July meeting was changed to August 1, 2017, and the October meeting was changed to October 24, 2017 due to board member and staff scheduling conflicts.

**Roster of Board members** was provided for review.

**Licensing Trends**

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

**Other**

**Approved Board Policies** were provided for review.

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**Adjournment** Motion by Malmquist, second by Bryers to adjourn the meeting at 10:46am

The next Board of Landscape Architects board meeting is currently scheduled for July 25, 2017, at 8:30am at 215 Centennial Mall South, Lincoln, Nebraska, fifth floor, small conference room.

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Board Member



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Date

