

Nebraska State Board of Landscape Architects
Board Meeting Minutes
July 31, 2018
215 Centennial Mall South, 5th Floor Small Conference Room, Lincoln, NE

CALL TO ORDER

The meeting was held at 215 Centennial Mall South, Lincoln, Nebraska. Chairperson Bergt called the meeting to order at 8:30am and informed the public of the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on July 17, 2018, and on the Board's website in accordance to the Open Meetings Act.

Member Roll Call: Eileen Bergt, Eric Casper, David Ciaccio, Todd Maiellaro, Gayle Malmquist, Absent: Bradley Swerczek

Staff Present: Jean Lais, Administrative Assistant (AA); Sandra Weaver, Business Manager (BM); Lindy Rauscher, Compliance Officer (CO)

PUBLIC COMMENTS/APPOINTMENTS

No members of the public were present.

A CONSENT AGENDA

April 24, 2018 Meeting Minutes

Action

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

B REPORTS

Officers Report - None

Office/Staff

AA Lais updated the members on the progress of the database conversion. A decision was made by the Office of the Chief Information Officer (OCIO) and the Board of Engineers and Architects (NBEA) that the current design was not the configuration needed for optimum performance. OCIO is currently working on re-designing the configuration to be more entity based vs. application based. This has put all testing and go live dates on hold until the new design is completed. The new estimated timeline for NSBLA going live is Spring 2019.

AA Lais will also be looking at the Retention Schedule over the next couple of months and revising to allow for scanning of files to a digital format and eliminating the storage of paper files. This will include all files currently held in paper files and future application files to be scanned upon receipt.

C OLD BUSINESS

Statutes

Professional Landscape Architects Act

A staff recommend language revision was presented to the members related to the exemption language agreed to with the general contractor associations in LB364. The members agreed to the proposed revisions and instructed AA Lais to send to John Royster, ASLA Trustee, and David Levy, ASLA Lobbyist, for their review. AA Lais will also ask for an update on finding a new sponsor for the bill during the 2019 Legislative session.

D NEW BUSINESS

CLARB

CLARB Communique-June/CLARB Governance Changes

The article covered concerns related to the proposed governance changes of CLARB.

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CLARB Communique-July/Deregulation Update

The article covered what has happened this year to date with relation to the deregulation movement.

CLARB In The Know-April/Mid-Year Review

A recap of the Mid-Year Review webcast was provided.

CLARB/ASLA Licensure Summit Recap

A recap of the events and discussions during the Summit was provided.

CLARB Annual Meeting – September 27-29, 2018 – Toronto, Ontario

The meeting agenda and travel information was provided.

Action

Motion by Malmquist, second by Mairllaro to approve Chairperson Bergt to attend the CLARB Annual Meeting and be the Voting Delegate. Voting Yes: Malmquist, Casper, Ciaccio, Maiellaro, Bergt; Voting No: None

Board of Directors – the members selected the following candidates for the 2019 Board of Directors:

- President-Elect: Allison Fleury
- Vice President: Karen Kiest
- Secretary: Michael Beresnak
- Region 4 Director: Dean Pearson
- Committee on Nominations: Ellen White and Edward Kinney

Action

Motion by Ciaccio, second by Casper to authorize Chairperson Bergt to vote for Fleury as President-Elect, Kiest as Vice President, Beresnak as Secretary, Pearson as Region 4 Director, and White and Kinney for the Committee on Nominations. Voting Yes, Malmquist, Casper, Ciaccio, Maiellaro, Bergt; Voting No: None

CLARB Bylaws Resolution

The resolution to be voted on at the annual meeting is with regards to Bylaws revisions based on the recommended changes to the Board of Directors and other housekeeping items. These include:

- Creation of a "hybrid" or "balanced" board of elected and appointed members to enable greater focus on competencies and diversity while maintaining member engagement in the process.
- Reduce the number of officers by two. This is being accomplished by eliminating the positions of Secretary and Vice President.
- The ability to have an increased number of Director-at-large positions in lieu of Regional Directors.
- Appointments that emphasize a balanced board with desired competencies, talents, skill, and persepective.
- Changes to the eligibility requirements to widen the pipeline of candiates and recognize the value of non-landscape architect perspectives while still maintaining the importance of licensed professionalss.
- Change the name of the Committee of Nominations to the Leadership Advisory Council.

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- Addition of the ability to hold special meetings to conduct CLARB business between the annual meetings – creating flexibility and more opportunity for jurisdictions that are unable to travel to participate in critical conversations and decision making.
- Enabling the flexibility for the member boards to identify any credentialed voting delegate from the jurisdiction on behalf of the member board (board member or staff member)

Action

Motion by Casper, second by Malmquist to vote in favor of the proposed CLARB resolution approved by the CLARB Board of Directors in March 2018. Voting Yes, Malmquist, Casper, Ciaccio, Maiellaro, Bergt; Voting No: None

CLARB Region 4 Meeting Webcast

The Region 4 Webcast will be held on August 27, 2018 at 1:30pm. The Region will be electing a new regional director during the meeting.

Action

Motion by Maiellaro, second by Malmquist to approve Chairperson Bergt as the Voting Delegate during the Region 4 Webcast. Voting Yes, Malmquist, Casper, Ciaccio, Maiellaro, Bergt; Voting No: None

Landscape Architect Items

Missouri Newsletter Article Related to Deregulation

A article from the Missouri Board's Newsletter on deregulation related to the "artificial barriers" and "over regulation" was provided.

Peer Review Committee Appointment

Ronald Poe's term is expiring this year. Chairperson Bergt will ask if Poe is willing to serve another term. If he is unable to, Casper knows a couple of individuals in his office that may be interested. Board Policy LA 13.01 gives authority to the Chairperson to appoint members to the committee. No action taken.

Strategic Plan

A copy of the current plan was provided. At the April 24, 2018, meeting the members elected to hold a strategic planning meeting on August 28, 2018, in conjunction with the 2019-2021 Biennium Budget approval meeting. A list of suggested topics to be discussed was provided. The members determined the following topics would be discussed at the August meeting:

- Mission/Purpose Statement
- Website Redesign
- Outreach/Public Awareness
- Review of application affidavit questions
- Design of a Board Seal

CO Rauscher entered the meeting at 9:42am.

E COMPLIANCE

Cases..... *None*

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Compliance Issues

City of Lincoln not allowing Landscape Architects to stamp certain drawings. Chairperson Bergt provided a draft copy of the letter to be sent to the City. Casper suggested the letter be sent to Dennis Scheer for review prior to sending to the City. Members requested CO Rauscher review the letter and make any changes she feels are appropriate. After the revisions are approved by Chairperson Bergt, the letter will be sent to the City requesting a meeting as agreed upon at the October 2017 board meeting.

CO Rauscher left the meeting at 10:06am.

F APPLICATIONS

Licensure by Reciprocity

Approved: Timothy Fedie, MN; NE; Wendy Schulenberg, IL

Initial Licensure

Approved: Robin Fordyce, NE; Jonathan Hauck, NE

Action

Motion by Maiellaro, second by Casper to approve the application as presented and discussed.

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

BM Weaver entered the meeting at 10:11am.

G FINANCIAL MATTERS

Financial Reports

Budget Status Report – April, May, June 2018

MTD General Ledger Detail Report – April, May, June 2018

Fund Summary Report – April, May, June 2018

FY 2017-18 Financial Profile – April, May, June 2018

BM Weaver reported that at the end of FY 2017/18 79% of the appropriated expenses were used and 94% of the projected revenue was received. The reduction in expenditures was due to a decrease in travel expenses since only one member attended the 2017 CLARB Annual Meeting. This leaves a rollover of \$3,676 into FY 2018/19. The Cash Fund was at \$45,062 at the end of the fiscal year which is approximately \$3,066 higher when compared to last year. Board Policy LA P08.1 states the Board will strive to maintain 2 times the annual budget. Currently the fund is at 1.65 times the annual budget.

2019-2021 Biennium Budget Submittal

A spreadsheet was provided with the draft budget request for review. The request shows an approximate 6% decrease in requested appropriates for FY 2019/20 (\$27,252) and a decrease of 4.3% in FY 2020/21 (\$27,797). The Cash Fund is projected to be around \$52,353 at the end of the biennium.

The draft narrative for the budget is due by August 3, 2018. The CLARB dues and service contract with the Board of Engineers and Architects are the two major expenses the Board incurs. These are both projected to increase by 3% annually. This will result in an increase request to cover these two expenses.

The amount requested for website services was reduced as it does not appear online renewals will be able to be offered until at least FY 2021/22 as this requires a revision to the Professional

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Landscape Architects Act. The Board will be re-introducing a bill to accomplish this along with other provisions during the 2019 Legislative session. Final approval will occur at the August 28, 2018, meeting.

Action

Motion by Ciaccio, second by Malmquest to approve the Financial Reports as presented and discussed. Voting Yes, Malmquist, Casper, Ciaccio, Maiellaro, Bergt; Voting No: None

Other Financial Matters

Website Redesign

At the April 2018 meeting, the members discussed possibly using the rollover funds toward the redesign the Board's website. A copy of the proposed costs from Nebraska Interactive (NIC), the Board's webhost, was provided. Two options were given. In Option 1, NIC would create the template and two pages (the home page and one other page) along with ensuring all security and accessibility requires are met. Cost is estimated at \$7,600 (95 hours) with an annual maintenance fee of \$1,520 (20%). Option 2 encompasses using a template already designed by NIC and two pages (the home page and one other page). Cost is estimated at \$2,400 (30 hours) with an annual maintenance fee of \$480. Staff will complete the remaining pages and work with NIC on setting a launch date once completed.

The members voted to move forward with Option 2 using the existing Board of Geologists site's template. Casper was assigned to assist AA Lais with the design and content.

Action

Motion by Ciaccio, second by Maiellaro to approve the proposal from Nebraska Interactive Option 2 and move forward with the website redesign. Voting Yes, Malmquist, Casper, Ciaccio, Maiellaro, Bergt; Voting No: None

H GENERAL INFORMATION

A schedule of upcoming meetings and events was provided for review. The next meeting of the Board will be held on August 28, 2018, at 215 Centennial Mall S, 5th Floor Small Conference Room, Lincoln, at 8:30am. This meeting will consist of Strategic Planning and approval of the 2019-2021 biennium budget submittal.

A roster of Board Members was provided.

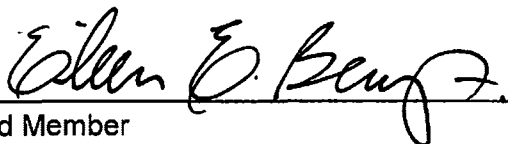
Professional Landscape Architects authorized to practice as of June 30, 2018: 117

Other information

The CLARB LARE exam results from April 2018 were provided for review.

Approved Board policies as of July 25, 2018, were provided.

Adjournment: Motion by Ciaccio to adjourn the meeting at 10:55am.



Board Member

10.23.2018

Date