

Nebraska State Board of Landscape Architects
Board Meeting Minutes
April 12, 2022

CALL TO ORDER

Chairperson Seacrest called the meeting to order at 9:00 a.m., 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 4, 2022, and on the Board's website in accordance with the Open Meetings Act.

Roll Call: Derek Miller, Jennifer Seacrest, Bradley Swerczek, Regan Pence, Jonathan Hauck Absent: Kristina Engler

Staff Present: Gail Parris, Administrative Programs Officer (APO); Jean Lais, Administrative Programs Officer (APO)

PUBLIC COMMENTS/APPOINTMENTS

No members of the public were present.

A CONSENT AGENDA

January 25, 2022, Meeting Minutes

Motion by Swerczek, second by Pence to approve the minutes from the last meeting as submitted.
Voting Yes: Hauck, Miller, Pence, Swerczek, Seacrest Voting No: None

B REPORTS

CLARB Updates

February 2022 Regional Meeting Board Report

Copies of the reports were provided for review. Chairperson Seacrest stated that she and APO Parris attended the virtual meeting. The attendees were updated on the location of the upcoming annual meeting, End of Year financials, online proctoring for an additional section of the LARE exam, the Job Task Analysis, and the Uniform Standard resolution and vote.

Region 4 Board Report

Copies of the Nebraska report were provided for review. It noted the election of the new Chairperson and Vice-Chairperson, the legislative bills of interest to the board, as well as staff and member demographic information.

Region 4 Breakouts Summary

Copies of the reports were provided for review. During the break-out session, information about the upcoming Uniform Standard Vote was presented, and member boards discussed how those changes may affect them.

CLARB Board of Directors Recap

A Director-at-Large was appointed, the dates of future annual meetings were discussed, and a new strategic framework was approved.

In the Know

Information about webcasts on licensure and DEI was provided.

Office/Staff

APO Parris informed the members of the progress of the new database.

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Board Meeting Minutes
April 12, 2022

C OLD BUSINESS

Reference Form for Applications and the Revised Application

Copies of the updated reference form and the revised application to accommodate the reference form were provided for review.

Legislative

LB709 – Change Requirements/Occupational Board Reform Act

Copies of the revision were provided for review. The bill did not pass to Select File, and there was no more time in the legislative calendar for the bill to be placed on the agenda for continued discussion.

CLARB

Bryers Letter of Support & Uniform Standard Membership Vote – 04/20/2022

Members acknowledged the letter of support provided, and discussed the new amendments to Resolutions 1 & 2 as submitted by Minnesota and California. They also reviewed the language, licensure requirements, and how it will affect pathways to Nebraska licensure.

Action

Motion by Pence, second by Swerczek to authorize the delegate to vote in the affirmative for the CLARB Uniform Standard. Voting Yes: Hauck, Pence, Swerczek, Miller, Seacrest Voting No: None

Job Task Analysis

The survey closed on Tuesday, March 15, 2022.

D NEW BUSINESS

CLARB 2022 Annual Meeting

The location of the meeting has been changed from Atlanta, GA. It will be held in Omaha, NE on September 21 – 23, 2022.

Select Delegates to CLARB 2022 Annual Meeting Omaha, NE September 21-23, 2022

Jonathan Hauck and Gail Parris were approved to attend the Annual Meeting in person. Jennifer Seacrest was approved as the alternate.

Action

Motion by Swerczek, second by Miller to approve Hauck and Parris as the Delegates to the 2022 CLARB Annual Meeting, and Seacrest as the alternate. Voting Yes: Pence, Miller, Hauck, Swerczek, Seacrest Voting No: None

E COMPLIANCE – None

F APPLICATIONS

Licensure by Comity

Approved: Matthew Fridell, SD

Licensure by Reinstatement

Approved: Matthew Kennedy, LA 296

Action

Motion by Miller, second by Pence to reinstate Matthew Kennedy

Voting Yes: Swerczek, Miller, Pence, Hauck, Seacrest Voting No: None

Nebraska State Board of Landscape Architects
Board Meeting Minutes
April 12, 2022

Initial Licensure

Approved: Joshua Sundine, NE; Austin Vachal, NE

Action

Motion by Swerczek, second by Miller to approve the applications as presented.

Voting Yes: Swerczek, Miller, Pence, Hauck: Voting No: None Abstain: Seacrest

APO Lais entered the meeting at 10:21 a.m.

G FINANCIAL MATTERS

Financial Reports

Budget Status Report – January, February, March 2022

MTD General Ledger Detail Report – January, February, March 2022

Fund Summary Report – January, February, March 2022

FY 2021-22 Financial Profile – January, February, March 2022

APO Lais reported that with just over 75 % of the fiscal year elapsed as of March 31, 2022, 63% of the allotted appropriations had been used. 102% of the projected revenue, both applications and renewal fee, has been received; and exceeded the projected revenue. The Cash Fund was at \$86,228 which is approximately \$11,580 higher than the same time last year. This is due in part to the switch to biennial renewals. The receipt of higher than projected applications and renewals also contributed to the fund increasing instead of decreasing which was the intention when fees were reduced last year. Staff will continue to monitor and if it does not start to decrease, the Board may want to consider lowering fees again in a couple of years.

Action

Motion by Pence, second by Miller to approve the Financial Reports as presented.

Voting Yes: Hauck, Swerczek, Miller, Pence, Seacrest Voting No: None

Other Financial Matters

Administrative Service Contract with the Board of Engineers and Architects

Attachments A-D of the proposed FY2022-23 contract were provided to the Board for review. APO Lais stated that the proposed new weighted hourly rate for FY2022-23 is \$20.10. The proposed contract amount is \$13,400 or \$3,350 per quarter. The contract was approved by the NBEA at its meeting on January 21, 2022.

Action

Motion by Swerczek, second by Pence to approve the NBEA Administrative Services Contract as presented.

Voting Yes: Miller, Hauck, Pence, Swerczek, Seacrest Voting No: None

Fee Schedule

The board reviewed the fee schedule. It was determined no adjustments were needed at this time.

Nebraska State Board of Landscape Architects
Board Meeting Minutes
April 12, 2022

APO Lais exited the meeting at 10:36 a.m.

H GENERAL INFORMATION

A schedule of upcoming meetings and events was provided for review. The next meeting is scheduled for July 26, 2022, beginning at 9:00 a.m.

A roster of the Board members was provided.

Professional Landscape Architects licensed to practice as of 04/12/22: 136

The website dashboard reports showed the following number of total visits:


January: 214

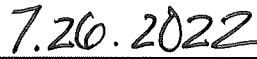
February: 456

March: 303

A copy of the approved Board policies as of January 27, 2021, and a copy of the Travel/Reimbursement policy as of January 26, 2021, were provided.

Adjournment: Chairperson Seacrest adjourned the meeting at 10:37 a.m.


Board Member


Date