

Nebraska State Board of Landscape Architects  
**Board Meeting Minutes – January 30, 2024, 9:00 a.m.**  
215 Centennial Mall South, Lincoln NE

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## CALL TO ORDER

Chairperson Seacrest called the meeting to order at 9:00. and noted the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on January 16<sup>th</sup>, 2024, and on the Board's website under the Open Meetings Act.

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

**Staff Present:** Diana Stahlnecker, Administrative Programs Officer (APO); Jean Lais, Administrative Programs Officer (APO); Allyson Bennett, Public Information Officer (PIO)

## ELECTION OF OFFICERS

Chairperson Seacrest and Vice-Chairperson Hauck were re-elected for 2024.

***Motion by Swerczek, second by Miller, to approve the Election of Officers. Voting Yes: Miller, Swerczek, Hauck, Seacrest; Voting No: None. Absent: Engler***

## PUBLIC COMMENT/APPOINTMENTS

Engler entered the meeting at 9:18 a.m.

### A. CONSENT AGENDA

[October 31, 2023, Meeting Minutes](#)

***Motion by Swerczek, second by Miller, to approve the consent agenda as amended Voting Yes: Engler, Miller, Swerczek, Hauck, Seacrest; Voting No: None.***

### B. MEETING REPORTS

#### CLARB

A copy of the upcoming In the Know Webinar Series was provided.

#### Office/Staff

APO Stahlnecker introduced Allison Bennett as the new POI. She started on January 16, 2024, with the Board of Engineers and Architects.

APO Lais reported they are currently working on applications, certificates, and board reports for the new database. A deadline of March 30, 2024, has been given to the development team by the staff for the implementation and launch of the final components.

APO Lais has notified the members about the introduction of LB1417 on January 18, 2024, on behalf of the Governor. This is a part of his 2024 agenda to reduce the number of boards and commissions. The bill aims to combine, eliminate, or move the duties of numerous boards and commissions by July 1, 2025. It is important to note that while the Board is not included in the bill, APO Lais wanted the members to be informed about the bill as there may be additional bills introduced in 2025.

### C. OLD BUSINESS

#### CLARB – None

#### Legislative

[LB16/AM748/AM2102 Universal Licensing Update](#)

LB16 looks like it will be passed this session.

[Draft Statute and Rules Revision](#)

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A copy of the statute and rules revisions to date, along with additional staff recommendations and the CLARB Uniform Licensure Standard for Landscape Architects, were provided.

The following revisions were made:

- 81-8,196(3)(e) – Removed the number of years of experience needed; deleted "*...or equivalent experience as determined by the board...*" and added "*...in accordance with the rules and regulations of the board.*"
- 81-8,199(3) – Changed *registration* to *licensure*, and the effective date will be the bill's effective date.

The following revisions were made:

- Rule 2.1 – Revised to correct the title of the Uniform Standard.
- Rule 2.2.1.2 – Revised to read *Requests satisfactory evidence of such licensure from the issuing jurisdiction or CLARB be submitted directly to the Board.*
- Rule 3.1.1.2 – Revised to read *Requests satisfactory evidence of such licensure from the issuing jurisdiction or CLARB be submitted directly to the Board.*
- Rule 3.3.1.2 – Revised to read *Requests satisfactory evidence of such licensure from the issuing jurisdiction or CLARB be submitted directly to the Board.*

Chair Seacrest requested staff put together a comparison of the current statutes and rules and the Uniform Standard for the April meeting. The members also asked the revisions to date be sent to CLARB, ASLA, and the licensees for their comments. The Board will review the comments received along with any additional staff recommendations at the April meeting and decide whether to move forward with the statute changes during the 2025 legislative session.

### **Other Old Business**

#### [Strategic Plan Review](#)

The Board agreed to add the link [www.seedyourfuture.org](http://www.seedyourfuture.org) to the Board's website.

The members decided not to move forward in creating brochures or videos at this time. If they determine videos is an area they would like to pursue in the future, it will need to be added to the administrative services contract with the Board of Engineers and Architects or contracted at the weighted hourly rate included.

#### [Outreach Initiatives](#)

Chairperson Seacrest requested staff to create a letter that can be sent to senators and educators outlining the importance of landscape architecture and how it affects the health, safety, and welfare of the public.

### **D. NEW BUSINESS**

**CLARB – None**

**Legislative – None**

**Other New Business**

#### [Proposed PDH Audit Extension Policy](#)

Staff proposed a policy related to disallowed professional development hours (PDH) hours as to the period a licensee has to substantiate the original claim or earn other credit to satisfy the PDH requirement. The current rules were promulgated under the thought that the Peer Review Committee would continue to review PDH submittals. As written and most audits will occur between October and January, any disallowance would need to be reviewed by the full Board in January before an extension could be granted. After discussion, the following was approved:

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*notification of the When an auditor disallows hours on a PDH audit, the licensee will be granted sixty (60) days) after disallowance to substantiate the original claim or to earn other credit to satisfy the PDH requirement. An extension of time beyond the sixty (60) days may be granted on an individual basis, but must be requested by the licensee within thirty (30) days after the notification of the disallowance and may not exceed an additional thirty (30) days.*

The policy will be promulgated in the next rule revisions.

***Motion by Engler, second by Hauck, to approve changes to the PDH Audit process. Voting Yes: Engler, Miller, Swerczek, Hauck, Seacrest; Voting No: None.***

#### [Interior Designers Request to Join the Board](#)

A request from the interior designers was received regarding the possibility of them joining the board as part of the amendment to LB471 related to creating a voluntary registry for interior designers. LB471 was ultimately amended into LB16, including the registry administered by the State Treasurer's office. No action was taken.

### **E. COMPLIANCE – None**

### **F. APPLICATIONS**

#### [Administratively Approved](#)

Licensure by CLARB Certificate:

**Approved:** Jacob Michael Kophanner, Vance Stephen Rzepka, and John Thomas Sharon

Initial Licensure: None

#### [Licensure/Examinations](#)

Licensure by Comity: None

Licensure by Reinstatement: None

LARE Applications without an LAAB/LAAC-accredited degree: None

***Motion by Hauck, second by Miller, to approve the applications as presented. Voting Yes: Engler, Miller, Swerczek, Hauck, Seacrest; Voting No: None***

### **G. FINANCIAL MATTERS**

#### **Financial Reports –October, November, December**

##### [Budget Status Report](#)

##### [MTD General Ledger Detail Reports](#)

##### [Fund Summary Reports](#)

##### [FY23-24 Financial Profile](#)

APO Lais reported that with 50.4% of the fiscal year elapsed as of December 31st, 50.3% of the appropriated expenses had been used, and 90% of the projected revenue had been received. The Cash Fund was \$96,653.00 which is \$6,102 higher than last year.

***Motion by Swerczek, second by Miller, to approve the financial reports as presented Voting Yes: Engler, Miller, Swerczek, Hauck, Seacrest; Voting No: None***

#### **Other Financial Matters – None**

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**H. GENERAL INFORMATION**

A schedule of upcoming meetings and events was provided. The next regular board meeting is scheduled for April 23, 2024, at 9:00 a.m. at 215 Centennial Mall South, Lincoln, NE.

[Trends in Licensure](#)

*As of January 26, 2024*

Professional Landscape Architects .....	163
In State .....	60
Out of State.....	103
Applications Received to Date in FY2023-24 .....	9
Licenses Issued to Date in FY2023-24.....	10

**Other Information**

[LARE Results](#)


The October 2023 LARE results were proved.

[Website Dashboard Report – October, November, December 2023](#)

	<u>October</u>	<u>November</u>	<u>December</u>
Total Visits	236	153	229
Travel Policy			

**ADJOURNMENT**

***Chairperson Seacrest adjourned the meeting at 10:38 a.m.***

  
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Board Member

5/20/2024  
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