

CALL TO ORDER

Chairperson Seacrest called the meeting to order at 9:07 a.m. and noted the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on April 9, 2024, and on the Board's website under the Open Meetings Act.

The meeting is rescheduled from April 23, 2024, which was canceled due to not having a quorum.

Roll Call: Jennifer Seacrest, Chairperson; Jonathan Hauck, Vice-Chairperson; Bradley Swerczek, Derek Miller; Absent: Kristin Engler

Staff Present: Diana Stahlnecker, Administrative Programs Officer (APO); Jean Lais, Administrative Programs Officer (APO);

PUBLIC COMMENT/APPOINTMENTS

No members of the public were present

A. CONSENT AGENDA

January 30, Meeting Minutes

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

B. MEETING REPORTS

CLARB

A copy of the upcoming In the Know webinars was provided.

Office/Staff

APO Lais reported applications are scheduled to go live in the new database by the end of May.

APO Lais and Stahlnecker met with Matt Miller, CLARB, regarding the 29% membership dues discount currently receiving for requiring a CLARB record as part of the license application process. The CLARB Uniform Standard for Licensure does not require an applicant to hold a record. Miller stated the CLARB Board of Directors will discuss the discount at its next meeting. It is looking at replacing the current discount with a discount for adopting the Uniform Standard, which will most likely be about the same percentage. CLARB will work with the NSBLA to minimize the impact until a decision is made.

C. OLD BUSINESS

CLARB – None

Legislative

[Draft Statute and Rules Revision](#)

A summary of the revisions made at the January 2024 meeting and additional staff member recommendations was provided. The following additional statute revisions were made. A final review and action will take place at the July meeting.

- 81-8,184(4) – Definition added and remaining sections renumbered - Direct supervision means a professional landscape having full professional knowledge and control over work that constitutes the practice of landscape architecture in accordance with the Professional Landscape Architects Act and the rules and regulations of the board.
- 81-8,196(3)(b) – Deleted as having and submitting a CLARB Council Record is not required under the CLARB Uniform Licensure Standard for Landscape Architects and renumbered remaining sections.

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215 Centennial Mall South, Lincoln NE

- 81-8,208(2)(f) – Revised to read, Entrance of an order of revocation or suspension of the certificate of licensure – removed *cancellation* as the Board does not cancel licenses.

Discussion was held about whether the members wanted to adopt the Uniform Standard or align the licensure requirements to it. They felt that adoption was giving too much control to a third party, especially if a change was made in the future that the Board disagreed with. They requested staff to speak with CLARB to determine the impact of not adopting the Uniform Standard, but aligning with it would have on future membership dues.

The final statute revisions are to be sent to ASLA for final comment and to set up a meeting to discuss the next steps in finding a senator to sponsor the bill during the 2025 legislative session. Chairperson Seacrest was designated the Board's representative in the discussions.

The members also requested staff formulate rules' language that would not require an applicant to meet the Uniform Standard to qualify for licensure. Further discussion on the rules revisions was postponed to a later date.

Other Old Business - None

D. NEW BUSINESS

CLARB

[CLARB 2024 Annual Meeting Selection of Delegates – Buffalo, NY, September 18-21, 2024](#)

Chairperson Seacrest and APO Stahlnecker were approved to attend the CLARB Annual Meeting in Buffalo, NY, September 18-21, 2024. An additional board member was approved to attend upon approval by Chairperson Seacrest.

Motion by Swerczek, second by Miller to approve Chairperson Seacrest, and another member approved by the Chairperson and Diana Stahlnecker to attend the CLARB 2024 Annual Meeting. Voting Yes: Miller, Swerczek, Hauck, Seacrest; Voting No: None; Absent: Engler

Legislative – None

Other New Business

[Strategic Plan Review](#)

Legislative Awareness - Chairperson Seacrest requested staff to draft a letter to newly elected senators outlining the importance of landscape architecture.

Outreach – Chairperson Seacrest will contact the UNL College of Architecture to see if a presentation to the landscape architecture students can be scheduled.

[NSBLA Service Award](#)

Discussion was held regarding presenting a service award to Pence as he did not serve out his term on the Board. The members agreed that an award should be given to recognize the time he served.

E. COMPLIANCE – None

F. APPLICATIONS

Administratively Approved

[Licensure by CLARB Certificate](#)

Approved: Stephanie Van Dyken, Daniel Almond,

[Initial Licensure - None](#)

Licensure/Examinations

[Licensure by Comity – None](#)

Nebraska State Board of Landscape Architects
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[Licensure by Reinstatement – None](#)

[LARE Applications without an LAAB/LAAC-accredited degree – None](#)

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

G. FINANCIAL MATTERS

Financial Reports –January, February, March, 2024

[Budget Status Report](#)

[MTD General Ledger Detail Reports](#)

[Fund Summary Reports](#)

[FY23-24 Financial Profile](#)

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

Other Financial Matters

[Administrative Service Contract with NBEA](#)

The contract between the Board of Engineers and Architects (NBEA) provides administrative services to the Board. Staff time spent on NSBLA is averaged over the last three calendar years. The resulting percentage is applied to the shared appropriated expenses for the contract period. The cost of travel to the Council of Landscape Architecture Registration Boards (CLARB) annual meeting is included based on airfare and costs in January 2024. The cost for the FY 2024-25 contract is \$16,946, to be billed every quarter. Additional services provided outside the provided services list will be charged at a weighted hourly rate of \$22.752 and must have signed approval by both boards. The contract reflects a \$989 increase over the FY2023-24 contract.

Motion by Miller, second by Swerczek, to approve the FY2024-25 administrative service contract with the NBEA. Voting Yes: Swerczek, Miller, Hauck, Seacrest; Voting No: None; Absent: Engler

[Review of the Fee Schedule](#)

No changes are being made to the fee schedule for FY2024-25. Further review will occur during the Rules revisions once the statute revisions have passed.

Motion by Miller, second by Hauck, to approve the Fee Schedule for FY2024-25. Voting Yes: Swerczek, Miller, Hauck, Seacrest; Voting No: None; Absent: Engler

H. GENERAL INFORMATION

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

[Trends in Licensure](#)

As of April 19, 2024

Professional Landscape Architects	165
In State	61
Out of State	103
Licenses Issued to Date in FY2023-24	12
Applications Received to Date in FY2023-24	9

The website dashboard analytics show the following number of total visits:

January: 349

February: 414

March 263

A copy of the Board's approved policies as of January 30, 2024, was provided.

ADJOURNMENT

Chair Seacrest adjourned the meeting at 10:40 a.m.

Board Member

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DRAFT