

Nebraska State Board of Landscape Architects  
**Board Meeting Notes – January 27, 2026, 9:30 a.m.**  
215 Centennial Mall South, Lincoln NE

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## **CALL TO ORDER**

Chairperson Seacrest called the meeting to order at 9:32 a.m. and noted the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on January 27th, 2026, and on the Board's website in accordance with the Open Meetings Act.

**Roll Call:** Jennifer Seacrest, Chairperson; Dennis Bryers, Bradley Swerczek; Kristina Engler; Absent: Derek Miller; Jonathan Hauck, Vice-Chairperson

**Staff Present:** Cole Gressley, Administrative Programs Officer (APO); Jean Lais, Administrative Programs Officer (APO)

## **PUBLIC COMMENT/APPOINTMENTS**

No members of the public were present.

### **A. CONSENT AGENDA**

[October 28th, 2025, Meeting Minutes](#)

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

### **B. MEETING REPORTS**

#### **CLARB**

[In the Know Webinar Series](#)

A copy of the upcoming *In the Know* webinars was provided. Seacrest informed the Board about the relevant web meetings.

[LARE Registration Dates](#)

LARE registration dates were provided for the Board.

[CLARB Licensure Summit](#)

APO Gressley informed the Board of the licensure summit and ICOR standards.

[Office/Staff](#)

APO Gressley informed the Board

### **C. OLD BUSINESS**

**CLARB – None**

**Legislative- None**

**Other Old Business – None**

### **D. NEW BUSINESS –**

**Legislative**

A copy of upcoming legislation that may be of interest to the Board was provided.

**Other New Business**

A copy of the Rules Review Guidelines was provided to the Board. Bryers and Engler have been appointed to a committee to review the guideline documents with Bryers as Oversight Official.

**E. COMPLIANCE – None**

### **F. APPLICATIONS**

**Administratively Approved**

[Licensure by CLARB Certificate – None](#)

[Initial Licensure](#)

LA 484 Justin Robert Schmitt

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## **Licensure/Examinations**

Licensure by Comity – *None*

Licensure by Reinstatement

LA 444 Timothy Lee West

LARE Applications without an LAAB/LAAC-accredited degree – *None*

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

## **G. FINANCIAL MATTERS**

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

Budget Status Report

MTD General Ledger Detail Reports

Fund Summary Reports

FY25-26 Financial Profile

FY25-26 Financial Summary

APO Lais reported the Board spent 51.5% of appropriated expenditures and received 104% of projected revenue as of end of December 2025. As of end of December 2025 the Board was at \$106,000, about \$912 higher than same time last year for available funds.

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

### **Fee Reduction Error**

When fees were reduced in November 2025, they were not fully processed across the database. Staff discovered the error in mid-January, and the issue has been resolved in the database. As a result of the error, 58 renewals and one initial applicant were overcharged by \$50 each. The overage totals \$2,950. The Board approved issuing refunds to the affected individual.

*Motion by Bryers, second by Swerczek, to approve refunds. Voting Yes: Bryers, Engler, Seacrest; Swerczek; Voting No: None; Absent: Miller; Hauck*

**Other Financial Matters – *None***

## **H. GENERAL INFORMATION**

A schedule of upcoming meetings and events was provided. The next regular board meeting is scheduled for April 28, 2025, at 9:30 a.m. at 215 Centennial Mall South, Lincoln, NE.

### **Other Information**

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

## **ADJOURNMENT**

*Chairperson Seacrest adjourned the meeting at 10:00 am.*

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Board Member