

Nebraska State Board of Landscape Architects
Board Meeting Minutes
July 27, 2021
via Webex Conference

CALL TO ORDER

The meeting was held via Webex. Chairperson Casper called the meeting to order at 8:34 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 July 13, 2021, and on the Board's website in accordance with the Open Meeting Act.

Roll Call: Eric Casper, Kristina Engler, Derek Miller, Jennifer Seacrest, Regan Pence ABSENT: Bradley Swerczek

Staff Present: Jon Wilbeck, Executive Director-NBEA (ED), Jean Lais, Administrative Programs Officer (APO), Gail Parris Administrative Programs Officer (APO)

PUBLIC COMMENTS/APPOINTMENTS

No members of the public were present.

A CONSENT AGENDA

April 27, 2021 Meeting Minutes

Motion by Engler, second by Pence to approve the Consent Agenda as presented. Voting Yes: Seacrest, Pence, Miller, Engler, Casper; Voting No: None

B REPORTS

Officers Report - None

Office/Staff – None

C OLD BUSINESS

Unified/Allied Board Update

Wilbeck joined the meeting at 9:27 a.m.

ED Wilbeck discussed unified/allied board structures.

Wilbeck exited the meeting at 9:51 a.m.

D NEW BUSINESS

Legislative

Copies of LR83 and LR191 were provided for review for informational purposes. Both pertain to studies examining the Gubernatorial Board Member Application process, and the Effect of Universal Occupational Licensing respectively. LR83 will examine the process by which individuals are appointed by the Governor, how appointments are confirmed by the Legislature, what potential barriers may exist, analyze potential changes that could be made to the process to more efficiently fill vacancies, and explore procedural changes that could result in more diversity.

LR191 will examine the effect of universal recognition of occupational licenses on different populations, including low-income workers, military members and their spouses, those with criminal histories, who are frequently negatively impacted by occupational licensing; as well as expanding pathways to well compensated jobs,

CLARB

Select Delegates to CLARB Annual Meeting/Hybrid - Phoenix, AZ September 22-24, 2021

Seacrest and APO Parris were approved to attend the Annual Meeting in person. Engler was approved as the alternate.

Action

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Motion by Miller, second by Engler to approve Seacrest and Parris as the Delegates to the 2021 CLARB Annual Meeting, and Engler as the alternate. Voting Yes: Seacrest, Pence, Miller, Engler, Casper; Voting No: None

Select Voting Delegate to CLARB Annual Meeting/Hybrid - Phoenix, AZ September 22-24, 2021
Jennifer Seacrest was approved as the Voting Delegate to the Annual Meeting.

Action

Motion by Pence, second by Engler to select Seacrest as the Voting Delegate to the 2021 CLARB Annual Meeting. Voting Yes: Miller, Pence, Engler, Casper Voting No: None Abstain: Seacrest

Selection of 2021 CLARB Board of Directors

There are two candidates running for President-Elect: Allison Fleury, WY; and Carisa McMullen, KS. Their Candidate Interest Forms were provided for review. The members directed the voting delegate to vote for McMullen. There are two candidates running for Treasurer: Joel Kurokawa, HI and Mark Arigoni, CT. Their Candidate Interest Forms were provided for review. The members directed the voting delegate to vote for Kurokawa. There are two candidates running for selection to the Leadership Advisory Council: Daniel Biggs, NY, and Julia Manley, WA. Their Candidate Interest Forms were provided for review. The members directed the voting delegate to vote for Biggs and Manley.

Action

Motion by Seacrest, second by Engler to direct the voting delegate to vote for Carisa McMullen, KS as President-Elect, Joel Kurokawa as Treasurer, Daniel Biggs, NY and Julia Manley, WA as members of the Leadership Advisory Council. Voting Yes: Miller, Seacrest, Pence, Engler, Casper; Voting No: None

The Candidate Interest Forms for the appointed Directors-at-Large were provided for review. They include Craig Coronato, CO; Lea Ann Macknally, AL; Tina Ganguly, WA:

A list of upcoming CLARB events was provided for review. They include

- Landscape Architecture Practice 101: July 28, 2021
- ASLA DREAM BIG with Design: A Showcase of Landscape Architecture and PreK-12 Design Learning

Other New Business

Electronic Signatures on Certificates

Lais entered the meeting at 9:55 a.m.

Staff requested the board reconsider the use of electronic signatures on license certificates. After discussion, the decision was made to continue the use of wet signatures.

License Expiration Determination

Per Statute 81-8,200, licenses will be renewed on a biennial basis beginning in 2022. During the 2021 renewal period, licensees with last names A-L will renew for one year, and licensees with last names M-Z will renew for two years. Going forward, this will result in the former group renewing in even years, and the latter group renewing in odd years. Discussion was held on whether the expiration of a new license issued in the year it would normally expire should expire accordingly, or have the expiration pushed to the next applicable renewal period.

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For example, an applicant with a last name beginning with A through L is licensed in first half of 2022, the first expiration would be until December 2022. If an applicant in the same group is issued a license in the second half of 2022, the first expiration would not be until December 2024. After discussion, the members accepted staff's recommendation to have new licenses issued after July 1st or after in the year they would expire pushed to the next renewal.

Action

Motion by Seacrest, second by Engler to approve the License Expiration Determination as presented. Voting Yes: Pence, Miller, Engler, Seacrest, Casper Voting No: None

PDH Audit Selections

Per Rule 6.7, up to ten percent of the total number of licensees may be selected for a random audit beginning with the December 2021 renewal period. After discussion, the board decided to audit ten percent of the eligible renewals.

Action

Motion by Seacrest, second by Pence to audit ten percent of licensees Voting Yes: Pence, Miller, Engler, Seacrest, Casper Voting No: None

Notice of Board Seat Vacancy sent to Licensees and ASLA

A copy of the notice of the Board seat vacancy sent to ASLA and all licensees residing in Nebraska was provided for review. The notice has also been posted to the website.

Governor's Executive Order 21-09

This Executive Order (EO) is a rescission of EO 20-26 and EO 21-03, and orders the COVID-19 coronavirus pandemic state of emergency end on June 30, 2021. As a result, all further board meetings must be in accordance with the Open Meeting Act as amended by LB83 (2021).

E COMPLIANCE - None

F APPLICATIONS

Administratively Approved

Licensure by CLARB Certificate

Approved: David Stokes, MO

Action

Motion by Pence, second by Miller to approve the application as presented. Voting Yes: Engler, Pence, Miller, Casper; Voting No: None

Initial Licensure

Approved: Samantha Christenson, NE

Action

Motion by Engler, second by Miller to approve the application as presented. Voting Yes: Miller, Engler, Casper; Voting No: None Abstain: Pence

Licensure/Examinations

Licensure by Comity

Approved: Bradley Chronowski, CO

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Action

Motion by Engler, second by Pence to approve the License Expiration Determination as presented. Voting Yes: Miller, Engler, Pence, Casper; Voting No: None

LARE Applications without a LAAB-accredited degree

Approved: Eric Benson, NE

Action

Motion by Engler, second by Miller to approve the application as presented. Voting Yes: Pence, Engler, Miller, Seacrest, Casper; Voting No: None

G FINANCIAL MATTERS

Financial Reports

Budget Status Report – April, May, June 2021

MTD General Ledger Detail Report – April, May, June 2021

Fund Summary Report – April, May, June 2021

FY 2019-20 Financial Profile – April, May, June 2021

Lais reported with FY 2020-21 completed on June 30, 2021, 67% of the appropriated expenses were used and just under 100 % of the projected revenue was received; and that, even with lower revenues, expenses are staying the same. The Cash Fund was \$88,320. The FY 20-21 Financial Summary provided a snapshot of the revenue and expenses for the year.

Action

Motion by Engler, second by Pence to approve the Financial Reports as presented. Voting Yes: Miller, Seacrest, Pence, Engler, Casper; Voting No: None

Other Financial Matters

Biennium Budget Approval

A copy of the biennium budget was provided for review. \$28,402 was approved for FY21-22 and \$30,064 was approved for FY22-23. This is the full amount requested by the board.

Initial Budget Status

A copy of the Initial FY21-22 Budget Status was provided for review. Some funds are projected to be encumbered.

Lais exited the meeting at 10:09 a.m.

H GENERAL INFORMATION

A schedule of upcoming meetings and events was provided for review. The next meeting is scheduled for October 19, 2021 at 215 Centennial Mall South, small conference room.

A roster of the Board members was provided.

Professional Landscape Architects licensed to practice as of July 23, 2021: 137

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

April: 165

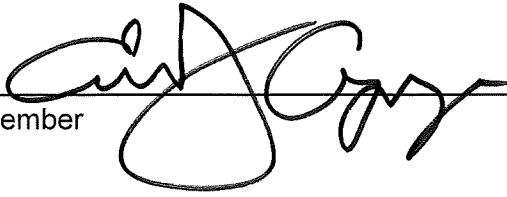
May: 110

June: 140

A copy of the approved Board policies as of January 26, 2021 was provided.

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Adjournment: Chairperson Casper adjourned the meeting at 10:19 a.m.

Board Member  Date 10/19/21