



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE

BOARD MEETING
August 23, 2014

Voting Members in Attendance:

Cary Baird, President of the Board
Sandra Antunez (by telephone)
Dan Hill
Dale Doerr
Ryan Hansen

Non-Voting Attendees:

Helen Wright
Ellis Antunez (by telephone)
Caleb Cage, Director of Military and Veterans Policy Office of
Governor Brian Sandoval

Members of the Public:

None

The agenda for this meeting was posted on August 19, 2014 prior to 9:00 AM in accordance with Nevada Revised Statute 241 in the following locations:

The Office of Hill, Clark and Associates Landscape Architects
Stantec Consulting, Las Vegas and Reno
The Office of the Nevada State Board of Landscape Architecture
The Office of LA Studio, LLC
Lumos and Associates
Nevada State Board of Landscape Architecture Web site

Minutes Transcribed by Helen Wright, Executive Director of the Board

Agenda Item	Discussion	Follow-Up
1. Call to Order		
a. Introductions of all Present b. Establish Quorum c. Approval of Agenda	The August 23, 2014 Nevada State Board of Landscape Architecture Board Meeting was called to order by the President of the Board, Cary Baird at 10:30 AM. It is noted that the number of voting members present represented a quorum. All attendees introduced themselves. The agenda was approved as presented. The meeting was recessed for a one-hour lunch break; there were no other interruptions during the meeting.	Closed.
2. Public Comment Period		
	There were no public comments.	Closed.
3. Standing Business		
a. Review and Approve Meeting Minutes of May 13, 2014 b. Create Quarterly Newsletter/Web-site Updates and Articles c. Review and Select Rotating Questions for the Nevada Specific Research Examination	a. The minutes from the May 13, 2014 meeting of the Nevada State Board of Landscape Architecture were reviewed and approved by the Board. The approved minutes will be posted on the Nevada State Board of Landscape Architecture web site. b. Attendees agreed to submit Newsletter/Web-site Updates and Articles on the following topics: Dale Doerr-Fire Resistant Landscaping Ellis Antunez-Question of the Quarter Helen Wright-Issuance of Registration Renewal Card This item is now a regular agenda item to be completed during upcoming Board Meetings. c. Board Members determined that questions currently on the Nevada Specific Research Examination are sufficient for the upcoming quarter. Additionally the Exam Committee will provide a <i>Report of Review and Findings</i> regarding the current status of the exam for discussion and action by the Board during the next meeting. This process will occur during each future meeting of the Board.	Ongoing.
4. Old Business		
a. Discuss Possibility of On-line Payments to Board	Cary Baird reported that using Pay-pal to collect fees is not a viable option. The Board requested that the Executive Director ask Henna Rasul if the Board is allowed collect fees using electronic methods. The State of Nevada is in process of rolling out <i>Gateway Services</i> which will enable agencies to collect electronic funds. Detailed information on this option will be provided to Cary Baird who will report on this topic during the next meeting of the Board.	Ongoing.

To be Approved During the 11-7-2014 Board Meeting

Agenda Item	Discussion	Follow-Up
5. New Business		
a. Review and Action on Letter from Ron Blakemore	Board President, Cary Baird read the letter from Ron Blakemore. The Board asked that a reply be sent to Mr. Blakemore advising that a registration renewal wall certificate is available upon request and payment of the certificate fee (\$25). Additionally, the initial certificate should be adequate for the purpose described and that others are in favor of the current process which is in compliance with Nevada Revised Statutes.	The Executive Director will send this message with a copy sent to the Board President, Cary Baird.
b. Review Letter and Action on Letter from Eric Kelly	Board President, Cary Baird read the letter from Eric Kelly. The Board determined that although the circumstances regarding the delay of graduation are unfortunate, The Board is obliged to enforce the laws which govern the practice of landscape architecture in a uniform manner. The Board further advised that Mr. Kelly has now completed 15 of 24 months of work experience under the direct supervision of a registered landscape architect and that he could begin taking the LARE with the goal of passing all sections by May 2015. He could, at that time apply for registration.	The Executive Director will send this message with a copy sent to the Board President, Cary Baird.
c. Discuss Plans for 2015 Legislative Session	<p>Plans for the 2015 Legislative Session were discussed. Included will be:</p> <ol style="list-style-type: none"> 1. Daily assessment of introduced bills. 2. Weekly contact with Executive Directors from the Architecture, Contractor's and Engineer's Board. 3. Weekly e-mail status reports to Board Members (informational only). 4. Identification and analysis for impact of key bills. 5. Testify in favor or against identified bills as needed. <p>All Board Members, Field Investigation Officers and selected former Board Members are asked to stand-by and respond if called. Ellis Antunez will lead the process with the direction from the Board to utilize the services of Jim Smith as needed.</p>	Ongoing
d. Assessment of Executive Director- Renewal of Appointment	Members of the Board conducted an assessment of the Executive Director. She was highly praised for her performance and will retain the position for another year. Additionally she was awarded a bonus of \$1200.	Closed.

Agenda Item	Discussion	Follow-Up
5. New Business		
e. Presentation-Veteran Licensure	Caleb Cage, Director of Military and Veterans Policy, Office of Governor Brian Sandoval, provided information on veteran licensure and opportunities to reduce veteran unemployment through increasing licensure reciprocity opportunities for veterans either through bridge programs, challenge opportunities or other forms of reciprocity. The Governor's Executive Order 2014-11 requires that licensing bodies establish reciprocity opportunities for veterans. Going forward it is hoped that legislation will be passed that would provide a general requirement for state licensing boards and bodies to develop licensure reciprocity opportunities for service members, veterans and their families. It is additionally hoped that legislation be drafted which will require licensing bodies to capture and share aggregate data regarding the number of veterans seeking licensure with the Nevada Department of Veterans Affairs.	Informational.
6. Executive Director Report		
<p>a. Financial Update</p> <p>Announcements</p> <p>b. Registration Renewal Update</p> <p>c. Presentation and Approval of Candidates for Registration in the State of Nevada</p>	<p>a. Financial Update: The current bank account balance and accounting records are detailed in the financial reports included with the meeting materials distributed with the meeting agenda. The balance to date is \$133,618.02 for all accounts. In reviewing the Profit & Loss Budget vs. Actual Report, it is apparent that the Board has received over 87.39% of its projected income, and has spent only 12.64% of its projected expenses. All invoices to this date have been paid.</p> <p>Announcements:</p> <p>Henna Rasul, Deputy Attorney General advises: "Per recent inquiries from the public regarding board member training, we have come across the statute below. That said, I want to make you are aware of and/or remind you of this statutory requirement: NRS 622.200 requires: 1. As soon as practicable after a person is first appointed to serve as a member of a regulatory body, the person must be provided with: (a) A written summary of the duties and responsibilities of a member of the regulatory body; and (b) Training on those duties and responsibilities by the Attorney General. The training must include, without limitation, instruction related to the audit that is required by NRS 218G.400..."</p> <p>The Executive Director suggests that a Board Member be appointed as the Member Approval Representative. This person will oversee recommendations for registration to the Board.</p> <p>b. Registration Renewal Update: A total of 383 registration renewal applications and registration</p>	<p>Appointment of a Member Approval Representative will be added to the November Meeting Agenda.</p>

To be Approved During the 11-7-2014 Board Meeting

Agenda Item	Discussion	Follow-Up												
6. Executive Director Report (cont.)														
	<p>cards were mailed out on May 1, 2014 as planned. Additionally the registration renewal fee was raised to \$200. As of this date the following have been processed:</p> <ul style="list-style-type: none"> o 10 fees waived o 13 went inactive o 341 fees paid in full o 20 non-renewal-(1 check returned and 1 underpaid by \$50) all of these have received either an e-mail message or a registered letter advising of consequences for non-payment. o 1 registrant requested and is qualified for Emeritus Status. <p>c. Candidates for Registration in the State of Nevada: The following have submitted an application for Registration and were approved by the Board.</p> <table border="1" data-bbox="506 768 1329 886"> <tr> <td>936</td> <td>Miller</td> <td>Kari</td> <td>Registration by Examination</td> </tr> <tr> <td>937</td> <td>Zu</td> <td>Qiang</td> <td>Registration by Examination</td> </tr> <tr> <td>935</td> <td>Boucher</td> <td>Michael</td> <td>Registration by Reciprocity</td> </tr> </table>	936	Miller	Kari	Registration by Examination	937	Zu	Qiang	Registration by Examination	935	Boucher	Michael	Registration by Reciprocity	
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7. Council of Landscape Architecture Registration Board Report														
<p>a. Review Plans for Annual Meeting Reston, Virginia September 24-27, 2014</p>	<p>Members reviewed plans to attend the CLARB Annual Meeting in Reston, VA September 24-27. Board Members, Cary Baird, Dan Hill, Sandra Antunez and Ryan Hansen will go to the meeting and represent the State of Nevada. All travel arrangements have been made.</p>	<p>Closed.</p>												
<p>b. Select Candidates-CLARB Election</p>	<p>The Board completed the CLARB Delegate Credentials form and the 2014-2015 CLARB Board of Directors Election Ballot selecting the following candidates: Jerany Jackson, President; Randy Weatherly President Elect; Christopher Hoffman, Vice President and John Tarkany, Secretary. The CLARB Representative, Ryan Hansen will submit the form.</p>	<p>Closed.</p>												
8. Enforcement														
	<p>There were no items for the Board.</p>	<p>Closed.</p>												

9. Public Comment Period		
	There was no additional public comment.	Closed.
10. Next Meeting and Adjournment		
	The next meeting is scheduled for November 7, 2014 and will be held in Las Vegas. There being no further business to discuss, the meeting was adjourned at 4:30 PM.	Closed.

Respectfully Submitted By: Helen Wright
 Executive Director for the Board, Nevada State Board of Landscape Architecture
 Approved By: Cary Baird, President of the Board, Nevada State Board of Landscape Architecture

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