



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE BOARD MEETING

November 7, 2014

Voting Members in Attendance:

Cary Baird, President of the Board
Sandra Antunez
Dan Hill
Dale Doerr
Ryan Hansen

Non-Voting Attendees:

Helen Wright
Clair Lewis

Members of the Public:

Vivian Chicconi

The agenda for this meeting was posted on November 3, 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
<i>1. Call to Order</i>		
a. Introductions of all Present b. Establish Quorum c. Approval of Agenda	The November 7, 2014 Nevada State Board of Landscape Architecture Board Meeting was called to order by the President of the Board, Cary Baird at 8:00 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 two 5 minute breaks; there were no other interruptions during the meeting.	Closed.
<i>2. Public Comment Period</i>		
	There were no public comments.	Closed.
<i>3. Standing Business</i>		
a. Review and Approve Meeting Minutes of August 23, 2014 b. Create Quarterly Newsletter/Web-site Updates and Articles	a. The minutes from the August 23, 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: Ryan Hansen will provide an article about the purpose of CLARB with regard to exams; included will be a link to the CLARB website. The Executive Director will write an article introducing the new board member and about reappointment of Ryan Hansen upon word from the Governor. This item is now a regular agenda item to be completed during upcoming Board Meetings.	The described articles will be drafted and forwarded to the web-site.
<i>4. Old Business</i>		
a. Discuss Possibility of On-line Payments to Board	The Executive Director asked Deputy Attorney General Henna Rasul if the Board is allowed collect fees using electronic methods and was told that this was not an option. This matter is now closed.	Closed.

Approved During the 2-7-2015 Board Meeting

Agenda Item	Discussion	Follow-Up
<i>4. Old Business (cont.)</i>		
<p>b. Update on Plans for 2015 Legislative Session</p>	<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> <p>Dale Doerr reported that he and Ellis Antunez met with Jim Smith who has agreed to assist the Board. Mr. Smith recommended that Board Members attend meetings of the construction industry boards. These tasks were assigned as follows:</p> <p style="padding-left: 40px;">Engineering Board-Dale Doerr Contractors Board-Ryan Hansen Architecture Board-Dan Hill and Clair Lewis</p> <p>Progress reports will be provided at the next meeting of this Board. Ellis Antunez will make contact with the Executive Directors from these Boards and Helen Wright will e-mail the individual Boards, inviting them to attend the Landscape Architecture Board Meetings.</p>	<p>Report on all items including attendance at Construction Industry Board Meetings during the next meeting of the Board.</p>
<i>5. New Business</i>		
<p>a. Discuss Plans to Promote Board Activities to UNLV and TMCC Landscape Architecture Students</p>	<p>Members considered ideas to promote Board activities to Landscape Architecture students studying in Nevada. UNLV has a Landscape Architecture program and College of Southern Nevada offers some of the classes required for the UNLV program. Currently UNR and TMCC do not offer a program. Suggestions include creating a presentation for students and visiting the campus once or twice per year utilizing NASLA in facilitating the process. Field Investigation Officers will be asked to participate with the presentations. This discussion will be continued at the next meeting with a plan for this process to be implemented.</p>	<p>Continue this discussion at the next meeting of the Board as an action item.</p>

Agenda Item	Discussion	Follow-Up
<i>5. New Business (cont.)</i>		
b. Discuss Financial Compensation to Board Members and Field Investigation Officers	Board Members reviewed NRS 623A.090- <i>Compensation of members and employees</i> . It was recognized that all Registered Landscape Architects must pay their registration renewal fees each year. It was further noted that Board Members may be compensated for their service not to exceed \$150 per day. Compensation of Field Investigation Officers will be discussed as an action item at the next meeting of the Board, included will be a discussion regarding Risk Management Fees to the State of Nevada for Field Investigation Officers.	Continue this discussion at the next meeting of the Board as an action item.
c. Select Meeting Dates and Choose Offices for Calendar Year 2015	<p>Board Meeting Dates for Calendar Year 2015 will be as follows: February 7 Las Vegas May 16 Reno August 15 Reno November 14 Las Vegas</p> <p>Offices for Calendar Year 2015 will be as follows: President-Cary Baird Secretary-Ryan Hansen CLARB Representative-Sandra Antunez Enforcement Representative-Stan Southwick Member Approval Representative-Dale Doerr</p> <p>Field Investigation Officers as listed were reappointed for Calendar Year 2015, Dan Hill was added as a Field Investigation Officer. Ellis Antunez Clair Lewis Rich Shock Jack Zunino Kreg Mebust Donald Naquin</p>	Closed.

Agenda Item	Discussion	Follow-Up
<i>5. New Business (cont.)</i>		
d. Discuss Implementation of Continuing Education	Board Member, Ryan Hansen led a discussion about implementation of required Continuing Education for Registered Landscape Architects in Nevada. The values of this requirement included among other things, maintenance of professional competency. Each Board Member was asked to investigate neighboring states asking how they handle continuing education including costs and report findings at the next meeting of the Board. Assignments were as follows: Ryan Hansen-Washington and Oregon Dale Doerr-Texas and New Mexico Stan Southwick-Wyoming and Kansas Sandra Antunez-North Carolina and South Carolina	Report findings at the next meeting of the Board.
<i>6. Council of Landscape Architecture Registration Board Report</i>		
a. Update on CLARB Annual Meeting	Members reviewed the filed report from Ryan Hansen on the CLARB Annual Meeting.	Closed.
<i>7. Enforcement</i>		
	There were no items for the Board.	Closed.
<i>8. Executive Director Report</i>		
a. Financial Update b. Operations Update	<u>a. Financial Update:</u> The current bank account balance and accounting records are detailed in the financial reports included with this report. The balance to date is \$110,923.50 for all accounts. In reviewing the Profit & Loss Budget vs. Actual Report, it is apparent that the Board has received over 100.31% of its projected income, and has spent only 49.52% of its projected expenses. All invoices to this date have been paid. <u>b. Operations Update:</u> Henna Rasul, Deputy Attorney General advised that an <i>Index and List of Licensees and/or Certificate Holders</i> must be sent to the Nevada State Library and Archives-this requirement has been completed. The Board received on 9-23-2014 <i>Executive Order 2014-20</i> which establishes the requirement for a baseline report for aggregate veteran data in Nevada in 2015, (see attached). This requirement will be fulfilled by adding appropriate questions to the registration application on January 1, 2015 and the annual renewal application on May 1, 2015. The aggregate data will be sent to the	

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<i>6. Executive Director Report (cont.)</i>										
c. Registration Renewal Update d. Presentation and Approval of Candidates for Registration in the State of Nevada	<p>Nevada Department of Veterans Services after July 1, 2015. Requirements to fulfill SB-21 which asks for a listing of all Registered Landscape Architects who reside in Nevada. The information will be used to assist the Nevada Controllers Office with debt collection is in process. The Balance Sheet as required by the Legislative Auditor has been prepared and delivered to the Chief of the Budget Division of the Department of Administration. Reports to State of Nevada LCB and AB 463 Use of Consultants have been filed.</p> <p><u>c. Registration Renewal Update:</u> A total of 383 registration renewal applications and registration 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: 10 fees waived 13 went inactive 342 fees paid in full 19 non-renewal-(1 check returned) all of these have received either an e-mail message or a registered letter advising of consequences for non-payment. 1 registrant requested and is qualified for Emeritus Status.</p> <p><u>d. Candidates for Registration in the State of Nevada</u> The following have submitted an application and are seeking approval for Registration.</p> <table border="0" data-bbox="487 867 1409 927"> <tr> <td>938</td> <td>Kuhlken, James</td> <td>Registration by Reciprocity</td> <td>Complete</td> </tr> <tr> <td>939</td> <td>Madsen, William</td> <td>Registration by Reciprocity</td> <td>Return Exam</td> </tr> </table>	938	Kuhlken, James	Registration by Reciprocity	Complete	939	Madsen, William	Registration by Reciprocity	Return Exam	Candidates for Registration were approved as recommended.
938	Kuhlken, James	Registration by Reciprocity	Complete							
939	Madsen, William	Registration by Reciprocity	Return Exam							
<i>9. Public Comment Period</i>										
	There was no additional public comment.	Closed.								
<i>10. Next Meeting and Adjournment</i>										
	The next meeting is scheduled for February 7, 2015 and will be held in Las Vegas. There being no further business to discuss, the meeting was adjourned at 12:30 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