

Nevada State Board of Landscape Architecture  
Quarterly Board Meeting Minutes

August 26, 2016

Members Present: Dale Doerr, Melinda Gustin, Ryan Hansen, Stan Southwick, Amie Wojtech

Staff Present: Henna Rasul, Senior Deputy Attorney General  
Ellis Antuñez, Executive Director

Public/Guests: None

Call to Order: 9:09 AM by President, Dale Doerr, a quorum was established as all board members were present.

Public Comment: None

Minutes of May 14, 2016 Meeting: The minutes were approved; motion by Melinda Gustin, Second by Amie Wojtech

Old Business: 4A Strategic Plan: 4A Strategic Plan: Melinda Gustin presented a strategic plan from the California Landscape Architecture Technical Committee. See Appendix A.  
On the NSBLA Website there is a Mission and a Vision for the board. The Strategic Plan would be part of board policy not in NAC 623A. Some goals were mentioned that should be reviewed on a continuing basis.  
**Motion:** All members to review goals, mission and vision and send comments to Ellis. Ellis will format and send out the collated information, for the November meeting. Timeline to possibly be ready by 2017. Motion made by: Ryan Hansen; Second-Amie Wojtech. Motion Passed.

4B Continuing Education (CE) was discussed. Establish a time-line for the implementation of the CE, including workshops that are needed, one in the Northern part of the state and one in the Southern part of the state. All members were directed by President Doerr to write down what classes or associations that they know of or use for current continuing education credits

**Motion:** continue working on the overall structure, following the model as outlined in NAC 623.630 through NAC 623.646, outline of the Nevada State Board of Architecture, Interior Design, and Residential Designers (NSBAIDRD), modify it to use for NSBLA the number of credits will be 12 hours annually, listed in the NAC a maximum of 4 hours of self-study, a list of acceptable classes will be developed as part of policy, an example; LACES classes, with General Subject Matter listed in NAC 623A. Ryan, Dale and Ellis to work on this and send to Henna Rasul for review, with a 2018 timeline to complete. Have this ready for November meeting. Motion made by: Melinda Gustin; Second-Stan Southwick. Motion Passed Unanimously.

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5A Executive Director Report: Ellis Antuñez, presented from the supplemental materials, the first month Profit & Loss statement for Fiscal Year 2016-17. The current budget with the month of July through August 19, 2016 indicating the current amount in the checking account of the board was also presented. Ellis handed out a statement of assets of the Fiscal Year 2015-16 ending June 30, 2016. Assets of the board includes, checking, savings and CD accounts. The total assets \$74,110.40 as of June 30, 2016.

Discussion followed for the Executive Director to apply for a credit card. This would be safer than using the debit card for purchases. Motion to approve financial report and authorize the Executive Director to apply for a Credit Card for the board: made by Ryan Hansen; Second by Amie Wojtech. Motion Passed.

5B Current number of Active Registered Landscape Architects are 375 and 3 Emeritus Landscape Architects.

5C Requested board members review the website and contact Ellis if there are any changes they would like to see.

5D A quick tour of the office and the complex was taken during a break.

6A Motion by Melinda Gusting, Second by to rewrite a letter to Kreg Mebust at Truckee Meadows Community College in support of maintaining a Landscape Architecture degree with emphasis on the current Landscape Architect-in-training designation for students graduating from the program being a viable step to licensure.

6B No action as this item is being reviewed by the Attorney General's Office and current legislators for drafting a bill.

6C Ellis will be the initial tracking person on this. Board members are reminded to be ready if needed to testify in Carson City at the legislature. No motion needed.

6D Henna Rasul explained the procedure for sending the Secretary of State the sections of the Nevada Administrative Code (NAC) that specifies the board's definition of practice and enforcement section 410 through 600. Ellis will submit the information on the form sent by the Secretary of State.

6E Motion to allow the Executive Director to approve reciprocity candidates that hold a Council of Landscape Architecture Registration Board (CLARB) record for licensure. Candidates that do not have a CLARB record or are new by examination will be brought to the board for approval. Motion by: Amie Wojtech; second by Ryan Hansen.

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6F Henna Rasul discussed the need for workshops in regards to modifying NAC 623A.507 and NRS 623A.305 as it pertains to hearing notification and review. Hearings will be scheduled in Northern Nevada and Southern Nevada for input from licensees and the public. The board is advised to review NRS 622 and NRS 622A for provisions concerning discipline as this governs all boards. These will be separate from the hearings to be set for Continuing Education workshops.

7A Stan Southwick will represent the Nevada State Board at the Annual CLARB meeting in Philadelphia. Ellis will be the Member Board Executive at the meeting.

7B The board voted for Andrienne Weremchuk and Nicole Crutchfield for the Nominating Committee. All other position will be by acclamation as there is only one person running for the other offices that this board can vote for.

7C CLARB and ASLA are following closely the events that are taking place throughout the country after the North Carolina Dental Board decision. More will be discussed at the Annual Meeting in Philadelphia.

8A The following people were approved for licensure by Reciprocity: motion by Stan Southwick; Second by Ryan Hansen. Motion Passed.

- A. Richard Centolella, License No. 966
- B. Jeff Denzak, License No. 967
- C. John Nicolaus, License No. 968
- D. Roger Socha, License No. 969
- E. Stacy Weeks, License No. 970
- F. Daniel Wojtala, License No. 971

9. Topics for future meetings were discussed: Contact and review other boards and how they work, i.e. Occupational Therapy Board, Funeral Board. Continue with Continuing Education and Strategic Plan. Review of Nevada Specific Exam.

10. The fall quarter meeting is typically held in the southern part of the state. Location: Las Vegas area. Date: December 2 or 3, 2016. Exact location to be determined.

11. Public Comment Period: None

12. Adjournment: 3:51PM