



## NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE BOARD MEETING

February 20, 2016

**Voting Members in Attendance:**

Dale Doerr, President of the Board  
Ryan Hansen  
Amie Wojtech  
Melinda Gustin  
Stanton Southwick

**Non-Voting Attendees:**

Helen Wright  
Ellis Antunez  
Sandra Antunez  
Cary Baird  
Henna Rasul

The agenda for this meeting was posted pursuant to SB70, Section 4 with documentation in writing that the minimum public notice requirement was achieved on February 15, 2015 prior to 9:00 AM in accordance with Nevada Revised Statute 241 in the following locations:

Southwick Landscape Architects, 1700 West Horizon Ridge Parkway, Suite 203, Henderson, NV 89012  
LA Studio, LLC, 1552 C Street, Sparks, NV 89431  
Nevada Department of Transportation, 1263 South Stewart Street, Carson City, Nevada 89712  
City of Henderson, 240 Water St. Henderson, NV 89009  
University of Nevada School of Architecture, 4505 S. Maryland Parkway, Las Vegas, NV 89154  
Board of Landscape Architecture Website [www.nsbla.nv.gov](http://www.nsbla.nv.gov)  
State of Nevada Public Notice Website [www.notice.nv.gov](http://www.notice.nv.gov).

Minutes Transcribed by Helen Wright, Outgoing Executive Director of the Board

Agenda Item	Discussion	Follow-Up
<i>1. Call to Order-Confirmation of Quorum</i>		
	The February 20, 2016 Nevada State Board of Landscape Architecture Board Meeting was called to order by the President of the Board, Dale Doerr at 10:00 AM. It is noted that the number of voting members present represented a quorum. Meeting attendees introduced themselves. The agenda was approved as presented.	Closed.
<i>2. Public Comment</i>		
	Cary Baird provided an update on a movement in Arizona to eliminate the regulation of Landscape Architecture and Geology as unnecessary. The proposed bill has since been defeated. The Deputy Attorney General advised that no action by the Landscape Architecture Board could be taken on this item.	Closed.
<i>3. Approval of the Minutes November 14, 2015</i>		
	a. The minutes from the November 14, 2015 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.	Post approved meeting minutes to the web-site.
<i>4. Accept Resignation/Terms of Helen Wright, Executive Director</i>		
	Board Members accepted the resignation of Executive Director, Helen Wright. All members voted in favor of the terms of resignation which include the following: Ms. Wright's final day will be June 30, 2016; she will continue to be available after that date on a per diem basis and be paid \$50 per hour.	Closed.
<i>5. Appoint Ellis Antunez and Define Terms as Executive Director</i>		
	Board Members appointed Ellis Antunez as the incoming Executive Director with these terms: Starting day as Deputy Executive Director will be March 1, 2016 with the goal to work closely with the existing Executive Director and be fully trained before her departure. Salary from March 1, 2016 to June 30, 2016 will be \$2500 per month. Beginning on July 1, 2016 salary will be \$25,000 for the fiscal year. Additionally, the Board may elect to award a bonus. Office space will be negotiated at another time.	Closed.

Agenda Item	Discussion	Follow-Up			
<i>6. Selection of Board Officers-Secretary, CLARB Representative, Enforcement Representative and Outreach and Communications Representative</i>					
	Board Officers were selected as outlined: President Dale Doerr Secretary Ryan Hansen CLARB Representative-Stanton Southwick Public Member-Melinda Gustin Outreach and Communications-Amie Wojtech All were appointed for a 1-year term ending February 2017	Closed.			
<i>6. Disciplinary Matters</i>					
	No Report.	Closed.			
<i>8. Executive Director Report</i>					
a. Finances	The current bank account balance and accounting records are detailed in the financial reports included with this report. The balance to date is \$105,268.00 for all accounts. In reviewing the Profit & Loss Budget vs. Actual Report, it is apparent that the Board has received over 93% of its projected income, and has spent only 69.7% of its projected expenses. All invoices to this date have been paid.	Ongoing.			
<table border="1"> <thead> <tr> <th data-bbox="180 954 474 993">Agenda Item</th> <th data-bbox="474 954 1705 993">Discussion</th> <th data-bbox="1705 954 1929 993">Follow-Up</th> </tr> </thead> </table>			Agenda Item	Discussion	Follow-Up
Agenda Item	Discussion	Follow-Up			
<i>8. Executive Director Report (cont.)</i>					
b. Operations	Reports to State of Nevada: <ul style="list-style-type: none"> <li>• <i>Executive Order 2014-20</i> established the requirement for a baseline report for aggregate veteran data in Nevada in 2015. This requirement was fulfilled by adding appropriate questions to the registration application and the annual renewal application. The aggregate data was sent to the Nevada Department of Veterans Services on October 23, 2015. Going forward, data from new registrants will be provided on an <u>annual basis on November 1</u>. <b>FILED</b></li> <li>• The Board is required to submit to an <i>Annual Audit</i> which is due to be prepared and delivered to the Chief of the Budget Division of the Department of Administration before <u>November 30 of each year</u>. <b>FILED</b></li> </ul>	Ongoing.			

Agenda Item	Discussion	Follow-Up								
<i>8. Executive Director Report (cont.)</i>										
	<ul style="list-style-type: none"> <li>• <i>Reports to State of Nevada LCB and AB 463 Use of Consultants</i> are filed <u>July 1 and January 1 of each year</u>. The next filing will be January 1, 2017. <b>FILED</b></li> <li>• <i>Reports to the LCB Reports of Occupational Licensing Boards</i> due on the <u>last day of each quarter</u> will be filed following the February 20, 2016 meeting. <b>NOW DUE</b></li> <li>• <i>Index and List of Licensees and/or Certificate Holders</i> is due <u>January 1 of each year</u>. The next filing will be January 1, 2017. <b>FILED</b></li> <li>• <i>SPOLR Report agencies that provide professional or occupational licenses must submit a list to the State Controller's Office (SCO) of licensees who renewed their license during that renewal period</i>. The SCO will use this list to match against the list of active debtors who owe the State of Nevada money. The next filing will be February 1, 2017. <b>FILED</b></li> </ul>									
c. Registration Renewal	<p>As of this date the following have been processed:</p> <ul style="list-style-type: none"> <li>• 365 fees paid in full</li> <li>• 10 still outstanding (includes 2 with returned checks)</li> <li>• 9 to inactive</li> <li>• 3 candidates for registration are in process</li> <li>• 3 notifications from CLARB that candidates are eligible for registration/no application received. (1 more only have transcripts)</li> </ul>									
d. Presentation and Approval of Candidates for Registration in the State of Nevada	<table border="0"> <tr> <td>956</td> <td>Barton</td> <td>Cheryl</td> <td>Registration by Reciprocity</td> </tr> <tr> <td>957</td> <td>Coleman</td> <td>Shavawn</td> <td>Registration by Examination-pending payment of \$325</td> </tr> </table>	956	Barton	Cheryl	Registration by Reciprocity	957	Coleman	Shavawn	Registration by Examination-pending payment of \$325	Candidates for Registration were approved as recommended.
956	Barton	Cheryl	Registration by Reciprocity							
957	Coleman	Shavawn	Registration by Examination-pending payment of \$325							
<i>9. Public Comment</i>										
	Ryan Hansen submitted an application for Registration by Examination on behalf of Dawn Donovan.	Closed.								

**To be Approved During the 5-14-2016 Board Meeting**

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*10. Adjournment*

	The next meeting is scheduled for May 14, 2016 and will be held in Reno. There being no further business to discuss, the meeting was adjourned at 11:00 AM.	Closed.
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Respectfully Submitted By: Helen Wright  
Executive Director for the Board, Nevada State Board of Landscape Architecture

Approved By: Dale Doerr, President of the Board, Nevada State Board of Landscape Architecture

## Nevada State Board of Landscape Architecture

05/11/16

## Balance Sheet

Accrual Basis

As of May 11, 2016

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	<u>May 11, 16</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CD 5219 - B of A	33,139.60
Checking 4998 - B of A	9,148.49
Petty Cash	285.42
Savings 8524 - B of A	37,117.05
Total Checking/Savings	<u>79,690.56</u>
Total Current Assets	<u>79,690.56</u>
<b>TOTAL ASSETS</b>	<b><u>79,690.56</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	2,832.72
Total Other Current Liabilities	<u>2,832.72</u>
Total Current Liabilities	<u>2,832.72</u>
<b>Total Liabilities</b>	<u>2,832.72</u>
Equity	
Opening Bal Equity	32,224.00
Retained Earnings	50,226.41
Net Income	-5,592.57
Total Equity	<u>76,857.84</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>79,690.56</u></b>

## Nevada State Board of Landscape Architecture

## Profit &amp; Loss Budget vs. Actual

July 2015 through June 2016

05/11/16

Cash Basis

	Jul '15 - Jun 16	Budget	\$ Over Budget
<b>Income</b>			
<b>001 · Application Fees</b>			
002 · LAIT (\$100)	0.00	0.00	0.00
003 · LARE (\$175)	525.00	525.00	0.00
004 · Reciprocity (\$100)	1,400.00	1,500.00	-100.00
<b>Total 001 · Application Fees</b>	<b>1,925.00</b>	<b>2,025.00</b>	<b>-100.00</b>
<b>010 · Exam Fees</b>			
015 · Nevada Specific Exam (\$75)	1,500.00	1,350.00	150.00
<b>Total 010 · Exam Fees</b>	<b>1,500.00</b>	<b>1,350.00</b>	<b>150.00</b>
<b>020 · Interest Income</b>	2.50	25.00	-22.50
<b>030 · New Registration Fees</b>			
031 · New Certificate Fee (\$25)	450.00	450.00	0.00
032 · New Licensee Fee - LARE (\$200)	800.00	600.00	200.00
033 · New Licensee Fee - Recipr (\$200)	2,775.00	3,000.00	-225.00
034 · New Stamp Fee (\$25)	450.00	450.00	0.00
<b>Total 030 · New Registration Fees</b>	<b>4,475.00</b>	<b>4,500.00</b>	<b>-25.00</b>
<b>040 · Registration Renewal Fees</b>			
045 · Duplicate Renewal License (\$25)	75.00	125.00	-50.00
041 · Reinstatement Fee (\$300)	600.00	1,500.00	-900.00
042 · Renewal Delinquency Fee (\$50)	1,000.00	1,000.00	0.00
043 · Renewal Fee LA (\$200)	71,150.00	71,000.00	150.00
<b>Total 040 · Registration Renewal Fees</b>	<b>72,825.00</b>	<b>73,625.00</b>	<b>-800.00</b>
<b>050 · Other Income</b>			
Returned Check Fees (\$25)	0.00	0.00	0.00
051 · Address Change (\$10)	440.00	450.00	-10.00
053 · Electronic/Replacemt Stamp(\$25)	38.00	75.00	-37.00
054 · Enforcement Revenue	0.00	0.00	0.00
<b>Total 050 · Other Income</b>	<b>478.00</b>	<b>525.00</b>	<b>-47.00</b>
<b>Total Income</b>	<b>81,205.50</b>	<b>82,050.00</b>	<b>-844.50</b>
<b>Gross Profit</b>	<b>81,205.50</b>	<b>82,050.00</b>	<b>-844.50</b>
<b>Expense</b>			
<b>060 · Bank Charges</b>	118.65	120.00	-1.35
<b>070 · Board Expenses</b>			
074 · Board Special Event	3,780.85	3,800.00	-19.15
071 · Board Member Mtg Fee (\$130)	1,820.00	2,470.00	-650.00
072 · Meals - Board Meetings	953.66	1,200.00	-246.34
073 · Travel - Board Meetings	2,550.16	2,600.00	-49.84
070 · Board Expenses - Other	0.00	0.00	0.00
<b>Total 070 · Board Expenses</b>	<b>9,104.67</b>	<b>10,070.00</b>	<b>-965.33</b>
<b>080 · CLARB Affiliation Dues</b>	5,485.00	5,485.00	0.00
<b>090 · CLARB Annual Meeting Expenses</b>			
097 · Lodging	3,017.06	3,017.06	0.00
095 · Meals	370.14	370.14	0.00
091 · Board Member Per Diem (\$130)	1,560.00	1,560.00	0.00
092 · CLARB Representative Expenses	0.00	0.00	0.00
093 · Annual Meeting Registration	3,325.00	3,325.00	0.00
094 · Travel	2,673.06	2,043.09	629.97
<b>Total 090 · CLARB Annual Meeting Expenses</b>	<b>10,945.26</b>	<b>10,315.29</b>	<b>629.97</b>

## Nevada State Board of Landscape Architecture

05/11/16

## Profit &amp; Loss Budget vs. Actual

Cash Basis

July 2015 through June 2016

	Jul '15 - Jun 16	Budget	\$ Over Budget
<b>120 · NCIRC</b>			
121 · Board Member NCIRC Mtg Fee \$130	0.00	0.00	0.00
122 · Miscellaneous - NCIRC	0.00	0.00	0.00
123 · Travel - NCIRC	0.00	0.00	0.00
120 · NCIRC - Other	0.00	0.00	0.00
<b>Total 120 · NCIRC</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>130 · Office Expenses</b>			
131 · Grasshopper Service	337.67	500.00	-162.33
132 · DoIT Email & Web	1,051.15	1,200.00	-148.85
133 · Miscellaneous Office Expense	0.00	0.00	0.00
134 · NSBLA Stamp	470.32	340.00	130.32
135 · Computer Updates & Maint	808.66	1,000.00	-191.34
136 · Office Rent	3,600.00	3,600.00	0.00
137 · Office Supplies	1,172.45	1,200.00	-27.55
138 · Post Office Box Rent	160.00	160.00	0.00
139 · Postage & Delivery	59.05	50.00	9.05
140 · Printing & Reproduction	0.00	200.00	-200.00
141 · Telephone & Fax Line	0.00	0.00	0.00
<b>Total 130 · Office Expenses</b>	<b>7,659.30</b>	<b>8,250.00</b>	<b>-590.70</b>
<b>150 · Payroll Expenses</b>			
151a Deputy Executive Director	0.00	10,000.00	-10,000.00
151 · Enforcement Officer	898.84	1,000.00	-101.16
152 · Executive Director	35,403.37	30,440.00	4,963.37
153 · Executive Director - Bonus	0.00	2,000.00	-2,000.00
154 · Mileage	630.30	600.00	30.30
155 · Nevada Business Tax	0.00	150.00	-150.00
156 · Payroll Penalties & Interest	0.00	150.00	-150.00
157 · Payroll Taxes	3,926.73	5,000.00	-1,073.27
150 · Payroll Expenses - Other	24.20		
<b>Total 150 · Payroll Expenses</b>	<b>40,883.44</b>	<b>49,340.00</b>	<b>-8,456.56</b>
<b>160 · Professional Fees</b>			
169 Attorney Fees Jim Smith	1,168.00	2,000.00	-832.00
161 · Accountant	4,200.00	4,200.00	0.00
162 · Bookkeeping	1,167.50	1,888.91	-721.41
163 · Deputy Attorney General	3,720.55	5,000.00	-1,279.45
164 · Legislative Bill Tracker	0.00	0.00	0.00
165 · Legislative Counsel Bureau	0.00	0.00	0.00
166 · 2017 Legislative Session	0.00	0.00	0.00
167 · Liability Insurance	1,477.11	1,477.11	0.00
168 · Temporary Office Help	0.00	0.00	0.00
<b>Total 160 · Professional Fees</b>	<b>11,733.16</b>	<b>14,566.02</b>	<b>-2,832.86</b>
<b>170 · Registration Renewal Expenses</b>			
172 · Printing/Mailing Renewal Forms	868.59	900.00	-31.41
171 · Mailing Renewal Forms	0.00	250.00	-250.00
<b>Total 170 · Registration Renewal Expenses</b>	<b>868.59</b>	<b>1,150.00</b>	<b>-281.41</b>
<b>Total Expense</b>	<b>86,798.07</b>	<b>99,296.31</b>	<b>-12,498.24</b>
<b>Net Income</b>	<b>-5,592.57</b>	<b>-17,246.31</b>	<b>11,653.74</b>



## Nevada State Board of Landscape Architecture

## Profit &amp; Loss Budget vs. Actual

05/11/16

July 2015 through June 2016

Cash Basis

	<u>% of Budget</u>
<b>Income</b>	
001 · Application Fees	
002 · LAIT (\$100)	0.0%
003 · LARE (\$175)	100.0%
004 · Reciprocity (\$100)	93.3%
<b>Total 001 · Application Fees</b>	<b>95.1%</b>
010 · Exam Fees	
015 · Nevada Specific Exam (\$75)	111.1%
<b>Total 010 · Exam Fees</b>	<b>111.1%</b>
020 · Interest Income	10.0%
030 · New Registration Fees	
031 · New Certificate Fee (\$25)	100.0%
032 · New Licensee Fee - LARE (\$200)	133.3%
033 · New Licensee Fee - Recipr (\$200)	92.5%
034 · New Stamp Fee (\$25)	100.0%
<b>Total 030 · New Registration Fees</b>	<b>99.4%</b>
040 · Registration Renewal Fees	
045 · Duplicate Renewal License (\$25)	60.0%
041 · Reinstatement Fee (\$300)	40.0%
042 · Renewal Delinquency Fee (\$50)	100.0%
043 · Renewal Fee LA (\$200)	100.2%
<b>Total 040 · Registration Renewal Fees</b>	<b>98.9%</b>
050 · Other Income	
Returned Check Fees (\$25)	0.0%
051 · Address Change (\$10)	97.8%
053 · Electronic/Replacemt Stamp(\$25)	50.7%
054 · Enforcement Revenue	0.0%
<b>Total 050 · Other Income</b>	<b>91.0%</b>
<b>Total Income</b>	<b>99.0%</b>
<b>Gross Profit</b>	<b>99.0%</b>
<b>Expense</b>	
060 · Bank Charges	98.9%
070 · Board Expenses	
074 · Board Special Event	99.5%
071 · Board Member Mtg Fee (\$130)	73.7%
072 · Meals - Board Meetings	79.5%
073 · Travel - Board Meetings	98.1%
070 · Board Expenses - Other	0.0%
<b>Total 070 · Board Expenses</b>	<b>90.4%</b>
080 · CLARB Affiliation Dues	100.0%
090 · CLARB Annual Meeting Expenses	
097 · Lodging	100.0%
095 · Meals	100.0%
091 · Board Member Per Diem (\$130)	100.0%
092 · CLARB Representative Expenses	0.0%
093 · Annual Meeting Registration	100.0%
094 · Travel	130.8%
<b>Total 090 · CLARB Annual Meeting Expenses</b>	<b>106.1%</b>

## Nevada State Board of Landscape Architecture

05/11/16

## Profit &amp; Loss Budget vs. Actual

Cash Basis

July 2015 through June 2016

	<u>% of Budget</u>
<b>120 · NCIRC</b>	
121 · Board Member NCIRC Mtg Fee \$130	0.0%
122 · Miscellaneous - NCIRC	0.0%
123 · Travel - NCIRC	0.0%
120 · NCIRC - Other	0.0%
<b>Total 120 · NCIRC</b>	<u>0.0%</u>
<b>130 · Office Expenses</b>	
131 · Grasshopper Service	67.5%
132 · DoIT Email & Web	87.6%
133 · Miscellaneous Office Expense	0.0%
134 · NSBLA Stamp	138.3%
135 · Computer Updates & Maint	80.9%
136 · Office Rent	100.0%
137 · Office Supplies	97.7%
138 · Post Office Box Rent	100.0%
139 · Postage & Delivery	118.1%
140 · Printing & Reproduction	0.0%
141 · Telephone & Fax Line	0.0%
<b>Total 130 · Office Expenses</b>	<u>92.8%</u>
<b>150 · Payroll Expenses</b>	
151a Deputy Executive Director	0.0%
151 · Enforcement Officer	89.9%
152 · Executive Director	116.3%
153 · Executive Director - Bonus	0.0%
154 · Mileage	105.1%
155 · Nevada Business Tax	0.0%
156 · Payroll Penalties & Interest	0.0%
157 · Payroll Taxes	78.5%
150 · Payroll Expenses - Other	0.0%
<b>Total 150 · Payroll Expenses</b>	<u>82.9%</u>
<b>160 · Professional Fees</b>	
169 Attorney Fees Jim Smith	58.4%
161 · Accountant	100.0%
162 · Bookkeeping	61.8%
163 · Deputy Attorney General	74.4%
164 · Legislative Bill Tracker	0.0%
165 · Legislative Counsel Bureau	0.0%
166 · 2017 Legislative Session	0.0%
167 · Liability Insurance	100.0%
168 · Temporary Office Help	0.0%
<b>Total 160 · Professional Fees</b>	<u>80.6%</u>
<b>170 · Registration Renewal Expenses</b>	
172 · Printing/Mailing Renewal Forms	96.5%
171 · Mailing Renewal Forms	0.0%
<b>Total 170 · Registration Renewal Expenses</b>	<u>75.5%</u>
<b>Total Expense</b>	<u>87.4%</u>
<b>Net Income</b>	<u><u>32.4%</u></u>

**Subject:** March 2016 Member Board E-News

**From:** Sutton, Missy (SuttonM@CLARB.ORG)

**To:** ellis\_la@sbcglobal.net;

**Date:** Monday, March 21, 2016 12:20 PM

To view this email as a web page, go [here](#).



COUNCIL OF LANDSCAPE ARCHITECTURAL  
REGISTRATION BOARDS

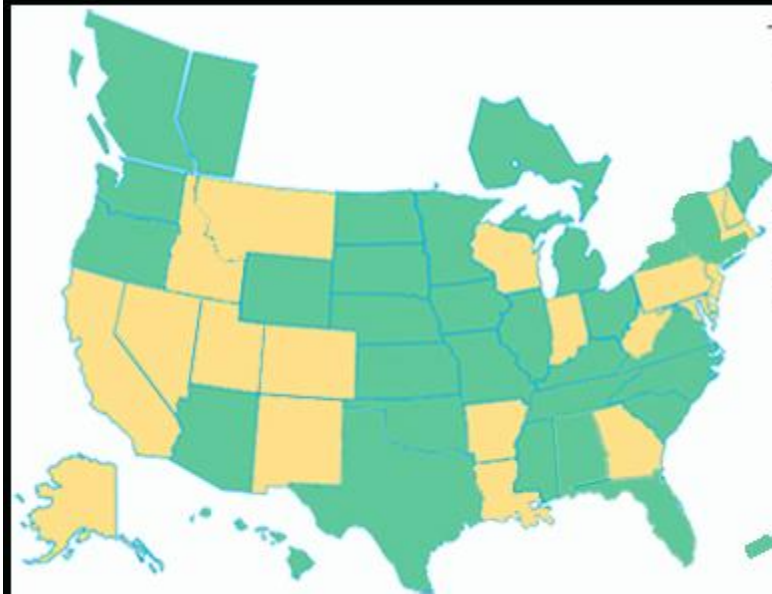
## Member Board E-News

### March 2016

#### Important Dates and Reminders

- **March 24** -- "In the Know" Webcast: Mid-Year Review
- **March 25** -- Registration closes for the April L.A.R.E. administration
- **March 29** -- "In the Know" Bonus Event: Social Media Virtual Workshop
- **April 4-16** -- April L.A.R.E. administration

Visit the [CLARB website](#) for information about Board of Directors meetings and minutes.



This is a map of North America.

The jurisdictions in green are helping promote the task analysis survey.

Be like the green jurisdictions.

Send us your licensee list with emails, or let us know how we can reach your licensees!

2016 Task Analysis

April 4-18

Learn more about how your Board can help:  
[www.clarb.org/taskanalysis](http://www.clarb.org/taskanalysis)

## Are You Our Next Annual Meeting Presenter?

In response to your requests for more peer-to-peer knowledge sharing, this year's Annual Meeting (September 22-24 in Philadelphia) will feature even more member-led sessions. We need your help to make this happen though!



The following is a list of topics and brief descriptions of what we envision the sessions covering. Does your Board have experience with one or more of the following topics? A success (or not) story to tell about the session topic that may help other Boards? Let us know!

### Communicating with Stakeholders (group discussion)

Does your Board communicate well with your stakeholders? If so, how? What messages are you sharing with stakeholders and when? What systems do you have in place that have streamlined the process to create efficiencies? We will also use this session to brainstorm among the membership what opportunities exist for enhancement.

### Success Stories: Legislative Changes (group discussion)

With continued threats to licensure, we're looking for members that have worked successfully with Board members, the profession and legislators to pass/update laws.

### Tracking Complaints and Disciplinary Action (MBE discussion)

We're looking for members that excel at tracking complaints and disciplinary action! Share how you're tracking and why it's an important step for Boards to take. Does tracking complaints and disciplinary action help with reciprocity or help to create any efficiency in your licensure process?

### How Do You Regulate Ethics? (MBM discussion)

Outside of regulating HSW, what's left to regulate? Ethics. Has your Board embarked on this? If so, how are you regulating ethics in your jurisdiction?

### Success Metrics: How is Your Board Performing? (group discussion)

How does your Board evaluate performance? What metrics do you use in your evaluation? What difference in your work have you noticed since implementing an evaluation process?

### Members in the Spotlight: Strategic Planning Successes and Challenges (group discussion)

Is your Board already using strategic planning? If so, help us in leading a discussion of success stories and challenges (not all work is successful at first, but what have you learned?). What's worked? What was challenging? What do you wish you'd known/done from the start?

If you or someone from your board is interested in presenting on one of the above topics, please contact Missy Sutton ([msutton@clarb.org](mailto:msutton@clarb.org) or 703-949-9466) by Monday, April 4.

## Upcoming "In the Know" Events

March 24: Mid-Year Review

Mark your calendar and plan to join CLARB leadership and staff this  
**Thursday, March 24 at 3:00 p.m. ET / 2:00 p.m. CT / 1:00 p.m. MT / Noon**



**PT** for a mid-year review of CLARB's strategic and operational activities. We'll share the latest on how we're helping you defend licensure, adapt to the current regulatory environment and innovate for the future.

Accessing the webcast is easy!

#### Computer

- Step 1: Log in. There's no need to pre-register. **Simply log in** when it's time to begin.
- Step 2: Dial in. Dial 1-800-501-8979 and enter access code 9499463.
- Prior to joining the webcast, we recommend that you **test your computer** for compatibility.

#### iPad

- **Install**/launch the app. (The app is named Level 3 Web Meeting.)
- Enter the conference phone number: 8005018979 (no dashes).
- Enter the access code: 9499463.
- Follow the prompts to join the meeting.
- Use your phone to dial 1-800-501-8979 and enter access code 9499463.

#### BONUS EVENT on March 29: Social Media Virtual Workshop

Join us on **Tuesday, March 29 at 3:00 p.m. ET / 2:00 p.m. CT / 1:00 p.m. MT / Noon PT** to learn practical tips about what your Board can share via social media (hint: it's content you already have); how to efficiently develop, implement and execute a social media plan using free tools and only a small amount of staff time; and how to evaluate and refine your efforts. Plus, you'll develop and share your social media plan for the month of April! Visit the **CLARB website** for access details.

#### About CLARB's "In the Know" Series

This series is designed to ensure that you are "in the know" about key issues, programs, activities and processes that are part of CLARB's work on behalf of you, our members. The events are prepared for your benefit and exclusive use and we respectfully ask that access information for these events not be shared with the public. **Visit the "in the know" archive** to access recordings and documents from previous events.

## **Regional Recap: Business as Usual for Most but Not All Members**

Last month's regional webcasts revealed that while it's business as usual for most, monumental challenges exist for some.

#### Threats to licensure

- Arizona, California, North Carolina and Ohio are currently dealing with threats to licensure.
- A bill that would have deregulated the profession but required registration instead has died in Washington.
- Colorado will have its first sunset review in 2017.

#### Other key topics

- Unfilled board seats and lack of attorney general support means some boards are at a virtual standstill.
- Kansas, New Mexico and Oklahoma (among others) are facing serious financial constraints due to the economy. New York still has a travel ban in place and now Oklahoma does, too.

#### Licensure pipeline discussion takeaways



- Board outreach to students is essential. Students need to know that in most jurisdictions they can begin the L.A.R.E. as soon as they graduate. This is important because:
  - Students who take the exam closer to their education perform better on Sections 1 and 2 of the exam.
  - Once they begin the exam, candidates receive communications from CLARB and/or a regulatory board, filling the communications gap between graduation and licensure.
  - Both of these can help with attrition.
  - CLARB's [updated student presentation](#) can help with outreach.
- Jurisdictions without a landscape architecture program are at a disadvantage.
- When it comes to data that helps us better understand the pipeline:
  - The President's Council data dashboard is seen as a valuable project.
  - Not all members know how to access or what to do with data that's currently available from a variety of sources including CLARB and LAAB.

Kudos to:

- Rhode Island - for streamlining requirements by eliminating the state's exam for reciprocal licensure.
- Alberta - for having sunset review eliminated.
- Everyone that participated in the virtual regional meetings!

View all of the regional summaries here: [Region 1](#) / [Region 2](#) / [Region 3](#) / [Region 4](#) / [Region 5](#)



This email was sent to: [ellis\\_la@sbcglobal.net](mailto:ellis_la@sbcglobal.net)

This email was sent by: Council of Landscape Architectural Registration Boards  
1840 Michael Faraday Drive, Suite 200 Reston, VA 20190 USA

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# CLARB Communiqué

From Chief Executive Officer Joel Albizo

My last post described our three-pronged approach to supporting regulation (licensure) and the regulator (your Board): Defend. Adapt. Innovate. This communiqué will focus on our efforts to **defend** your ability to protect the public through common-sense regulation.

## **A New Kind of Stress**

The profession fought long and hard to establish licensure in all 50 U.S. states, three Canadian provinces and Puerto Rico to ensure that the public is protected from the harm of incompetent practice. And while licensure is broadly established, it sometimes feels like its base is a mile wide and an inch deep. And because Boards like yours are on the front lines of enforcing regulations in an [unfriendly environment](#), explaining or justifying licensure to the uninformed, skeptical or downright hostile, it can and does pose an additional burden.

As noted in my [last post](#), licensure threats aren't new or unique. What's different is the stress level that seems to be accompanying these developments. A quick check of our informal "regulatory stress index" shows that 11 member jurisdictions have active issues with seven seen as detrimental to public protection including deregulation. And while we've seen some big "saves" recently (Arizona and North Carolina come to mind), we can't escape the feeling that the foundation for regulation is being questioned/scrutinized and gradually eroded or reshaped.

## **Foundational Principles**

Our actions in defense of regulation are informed by the following principles, which are grounded in our organizational values:

- The public interest (health, safety and welfare) is served by common-sense regulation. Its absence harms the public.
- We should collaborate, whenever possible, to maintain focus on what we do best and leverage what others do best. We all have our unique talents, strengths and

weaknesses and no one of us is better than all of us.

- We also respect the sovereignty of member jurisdictions and the Boards' boundaries and preferences related to political advocacy. The 10th Amendment is clear on the first point and the second point is a practical reality.

### Three Key Areas of Focus

Our current approach is based on three areas of focus, summarized below. You should expect to see and hear more about each of these over the year in various ways, including our monthly email newsletter, "In the Know" webcasts, Facebook and Twitter, and at the Annual Meeting.

Action	Why	What	How
Collaborate with ASLA and licensure association peers	Concentrate a broader range of talent and influence in support of common-sense regulation	Increased engagement with ASLA licensure team, <a href="#">Federation of Associations of Regulatory Boards</a> (FARB)	Joint intelligence gathering and sharing, coordination of efforts with ASLA, participation on FARB board and advocacy committee
Strengthen the case for licensure (HSW)	We need a more contemporary and persuasive appeal to policymakers and influencers	A collaborative effort between CLARB, ASLA and Boards to identify and realize opportunities that recognize each other's strengths and focus	A pilot project involving CLARB, ASLA (national and local chapter) and the Ohio Board of Landscape Architects
Enhance the L.A.R.E.	Defend licensed scope of practice	Regular reassessments and validation of critical knowledge, skills and abilities, continuous enhancement of the exam	Global validation of landscape architecture tasks recognizing the implications of international practice, refinement of industry leading testing practices

### A Seat on FARB's Advocacy Committee

A new, mutually-beneficial development is our increased engagement with FARB, an association of regulatory board associations like CLARB, NCARB, etc. This organization represents the gamut of professions from landscape architecture to accounting and medicine



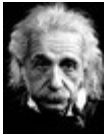
and, thanks to leadership from NCARB, is expanding its focus on advancing the public protection mission of its members to proactively working to promote common-sense regulation.

NCARB has contributed a senior executive to help "stand up" this activity and FARB has created an advocacy committee, of which I am a member. Our first meeting is at the end of March and I look forward to contributing to the team's effort and bringing valuable new insights and opportunities to our Member Board Executive (MBE) community.

### **Critical Boundaries**

Of course, there are limits to what we can-and should-do. We can't lose focus on the public interest served by regulation. We must not abandon our "core." We shouldn't ignore our own limitations (and other's talents). And we cannot and will not cross the line and presume to know how best to protect the residents of any single jurisdiction.

While defending licensure is vital, we must also adapt to the changes in society, the profession and even within the regulatory community itself. I'll leave you with this quote as a preview of our next post.



"The measure of intelligence is the ability to change." -- Albert Einstein



This email was sent to: [landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov)



## INTHEKNOW

CLARB Member Engagement Series

### Join Us on April 21 -- Embracing a Consistent Practice of Foresight

The relentless forces of societal transformation create both opportunity and responsibility. The opportunity is to imagine a different future, and the responsibility is to take action to prepare for that future. During our "In the Know" webcast this month, Jeff De Cagna, chief strategist and founder of Principled Innovation LLC, will share why a consistent practice of foresight matters and how it can help you and your colleagues make sense of, make meaning around and make good decisions about the future.

While foresight may not be high on our list of daily tasks, after this session, we'll all feel a greater sense of awareness -- and urgency -- about some big changes that are happening and how they might inform our thinking and actions. As Jeff is fond of saying, "The future will not cooperate. It will not negotiate. It will not wait." Another great quote: "The future has arrived. It's just unevenly distributed."

**Mark your calendar and plan to join us on Thursday, April 21 at 3:00 p.m. EDT / 2:00 p.m. CDT / 1:00 p.m. MDT / Noon PDT.**

Accessing this event is easy!

#### Computer

- **Step 1: Log in.** There's no need to pre-register. When it's time to begin, [simply log in](#).
- **Step 2: Dial in.** Dial 1-800-501-8979 and enter access code 9499463.
- Prior to joining these webcasts, we recommend that you [test your computer](#) for compatibility.

#### iPad

- **Launch** the app. (The app is named Level 3 Web Meeting.)
- Enter the conference phone number: 8005018979 (no dashes).
- Enter the access code: 9499463.
- Follow the prompts to join the meeting.
- Dial in to hear the webcast. Dial 1-800-501-8979 and enter access code 9499463.

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## COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Wednesday, May 11, 2016

Dear ,

The North Carolina Board is seeking your assistance. If you have information to share, responses are kindly requested by **Tuesday, May 31** and should be emailed to [Stan Williams](#), North Carolina Board Member (and CLARB Treasurer).



Question: Does your board have a reserve fund and if so, how is it set up?

Have something to ask or share with the community?

If you have a question to ask or information to share with the community, feel free to post it in the [CLARB Community on Facebook](#) (our private, closed group exclusively for CLARB Members) or [contact me](#) and we will send an email to the members on your behalf.

Cheers,

Missy Sutton  
Member Engagement Specialist



## COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Thursday, May 12, 2016

Dear ,

In the interest of supporting you, CLARB has joined a FARB-initiated, multi-profession coalition seeking to extend existing federal antitrust protections currently offered through local "actors" (Local Government Antitrust Act) to state licensing boards.

We and the other coalition members believe this effort is important because, following last year's landmark Supreme Court decision, the threat of punitive penalties (3x damages) has spawned lawsuits against a wide range of boards and, potentially, created a new disincentive to board service. This legislation might also diminish the momentum for state legislative/executive action to reduce the (traditional) independence of state boards to render final decisions in many areas. (Some states are already considering such proposals.)

Here's where we need your help.

The coalition is seeking to identify individuals who know members of the [U.S. Senate and House Judiciary Committees](#) and may be willing to contact them to support this legislation.

Please [email Joel](#) if you know any of [these legislators](#) and would be willing to reach out to them at the appropriate time.

Thank you for considering this request and please feel free to call Joel at 571-432-0332 if you have any questions about this effort or how you or your board might help.

Sincerely,

Randy Weatherly  
President

Joel Albizo  
Chief Executive  
Officer