



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE  
NOTICE OF SPECIAL MEETING  
AGENDA

Steve Sisolak  
Governor

**BOARD MEMBERS**

Melinda Gustin, President/Public  
Member

Stan Southwick, Secretary

Marc Chapelle, CLARB  
Representative

Laura Miller, Outreach

Ryan Hansen, Newsletter &  
Website

**DEPUTY ATTORNEY GENERAL**  
Henna Rasul

**EXECUTIVE DIRECTOR**  
Ellis Antuñez

**DATE:** April 22, 2020

**TIME:** 10:00 AM

**PLACE:** Via Zoom Meeting  
(US and Canada)

**Join Zoom Meeting**  
<https://zoom.us/j/6555590472>

**Meeting ID: 655 559 0472**

If calling in use the following: For mobile  
+13462487799,6555590472# US (Houston)  
+16699006833,6555590472# US (San Jose)

Dial by your location for landline:  
+1 669 900 6833 US (San Jose)  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)

**Use Meeting ID: 655 559 0472**

Find your local number: <https://zoom.us/u/arnbqqdPe>

**Please Note:** The Nevada State Board of Landscape Architecture may 1) take agenda items out of order; 2) combine two or more items for consideration; 3) remove an item from the agenda or delay discussion related to an item at any time. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please, contact Ellis Antuñez at (775) 971-4410 ([landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov)), in advance, so that arrangements can be made.

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**1. CALL TO ORDER- Melinda Gustin, President**

- A. Roll Call of Board Members
- B. Introductions of all Present.
- C. Establish Quorum.

**2. PUBLIC COMMENT PERIOD Action** may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.



- 3. DISCUSSION AND POSSIBLE ACTION ON**
  - A. Approval of March 6, 2020, Meeting Minutes. **(For Possible Action)**
  
- 4. OLD BUSINESS (For Possible Action)**
  - A. Review, Discuss and Approve utilizing on-line providers for License Application, Renewal and Registration.
    - 1) Thentia - Time certain 10:30 AM
    - 2) Big Picture Software - Time certain 11:30 AM
  - B. Review, Discuss and Approve GL Solutions. Presented at the March 6, 2020 meeting.
  - C. Discuss use of PayPal for this year's renewal and new applications
  - D. Update on Public Hearings for changes to NAC623A
  
- 5. NEW BUSINESS (For Possible Action)**
  - A. Possible effects of COVID-19 on future office staffing, quarterly meetings, participation in CLARB and other organizations.
  
- 6. DISCUSSION AND IDENTIFICATION OF TOPICS FOR FUTURE MEETINGS – All Board Members (Discussion Only)**
  - A. Annual Review of Executive Director
  - B. Review and Approve Fiscal 2021 Budget
  
- 7. DISCUSSION OF NEXT MEETING DATES AND LOCATIONS (For Possible Action)**

May 8, 2020 -Virtual Meeting  
August 21, 2020 – In Reno  
November 6, 2020 – Virtual or Face-to-Face in Las Vegas
  
- 8. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date.
  
- 9. ADJOURNMENT**

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At the discretion of the Chair, public comment is welcomed by the Board, but will be limited to five minutes per person. A public comment time will be available at the beginning of the meeting and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and at his/her discretion. Once all items on the agenda are completed the meeting will adjourn.

Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

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Anyone desiring agenda or supporting Materials regarding any board meeting is invited to call or email the Executive Director, Ellis Antuñez at (775) 971-4410 or by email at [landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov) and is available on the web site:



<http://landscapeboard.nv.gov/Agendas.html> The agenda and supporting materials may also be picked up in person at 1755 E. Plumb Lane, Suite 107, Reno, Nevada 89502 call ahead at the phone number listed above.

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In accordance with NRS 241.020, this public notice and agenda was posted on or before April 16, 2020 on the Nevada State Board of Landscape Architecture website, <http://landscapeboard.nv.gov>, the State of Nevada's Public Notice Website, <https://notice.nv.gov>, and in the following locations:

- a. Nevada State Board of Landscape Architecture, 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502
  - b. Nevada State Attorney General's Office, 100 North Carson Street, Carson City, NV 89701
  - c. Grant Sawyer Building, 555 Washington St, room 5100 Las Vegas, Nevada, 89101
- The Board reserves the right to change the order of items (other than those items posted with a specific date and time) on the agenda. Agenda items may be taken out of sequence to accommodate persons appearing before the Board and/or to aid in the effectiveness of the meeting.
  - The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting via telephone or internet. If special arrangements are necessary, in this regard, please notify Ellis Antuñez at 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502, by email at [landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov), by mail at P.O. Box 34143, Reno, NV 89533, or at 775 971-4410 as soon as possible prior to the date of the meeting.
  - This Agenda was sent to all requestors for notice in accordance with NRS 241.0203B. Persons/facilities must submit a request in writing every six months, NRS241.0204(c).
  - With regard to any Board meeting, it is possible that an amended notice will be published adding new items to the original agenda. Amended notices will be posted in accordance with the Open Meeting Law.



### AFFIDAVIT OF POSTING

The undersigned affirms that on or before 9AM on April 16, 2019, he/she posted a copy of the Notice of Public Meeting and Agenda for the April 22, 2020 meeting of the Nevada State Board of Landscape Architecture in accordance with NRS 241.020: said agenda was posted at the following location:

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Signature	Title	Date & Time of Posting
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