

IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD

MINUTES

200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
Tuesday, October 28, 2014 | 9:00 a.m.

**Board Members present for all or part of the meeting:**

Chris Seeger  
Debra Schiel-Larson  
Tim Adams  
Dave Fjare- Arrived at 9:11 a.m.

**Board Members present for all or part of the meeting by phone:**

Erica Anderson

**Absent:**

Jonathan Martin

**Staff:**

Jill Simbro, Executive Officer  
Renee Paulsen, Licensing Specialist

Lori SchraderBachar, Site Manager  
Pam Griebel, Assistant Attorney General

**Call to Order**

Call to Order by Seeger at 9:08 a.m.  
Quorum was established.

**Motion by Adams to approve July 29, 2014 and August 21, 2014 minutes.**

Seconded by Schiel-Larson

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Board Member Reports**

None

**Staff Reports**

Griebel discussed the necessity of updating the Administrative Rules. She wants the Board to look at the current rules, especially the Work Product Review area. She would like to have this as a discussion for the next meeting.

SchraderBachar announced new employees to the Bureau, Renee Paulsen and Ellen Bridenstine as the new Licensing Specialists along with Mary Chase as the new Background Coordinator.

SchraderBachar announced that the PLB new website is up and running.

SchraderBachar told the Board about the newsletter going out late November or early December. If you want to add anything, it will need to be submitted in the next couple weeks.

SchraderBachar gave all the board members a handout of the Professional Licensing Bureau's Strategic Plan.

Simbro gave an update that there have been 4 new licensees by exemption not by exam in the last 2 months.

**CLARB**

Simbro provided board members the CLARB Exam report for review.

Simbro provided board members the Annual Meeting Report for review.

Seeger discussed into further detail the CLARB Annual Meeting that took place in September.

**Application for Reinstatement**

- A. L. Kurtz, No further discussion
- B. P. Schaudt, No further discussion

**Motion by Fjare to move to Adopt and File Home Base Iowa Act-Senate File 303.**

Seconded by Anderson

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Application For Licensure**

Board members reviewed an application for licensure submitted by Russell Smoak.

**Motion by Adams to approve Smoak's application.**

Seconded by Schiel-Larson

VOTE: Aye: all      Nay: None      Abstaining: none

Motion passed.

**Public Comment**

None

The Board set their next meeting to be held on January 20, 2015 at 10:00 a.m. via teleconference.

**Adjournment**

The meeting was adjourned at 10:31 a.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on:

1-20-15  
DATE

Joe Simbro for  
Chair  
Chair