

IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD
MINUTES
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room
April 4, 2017 | 9:00 a.m.

Board Members present for all or part of the meeting:

David Fjare	Brenda Nelson
Jonathan Martin	Deb Schiel-Larson
Emily Naylor	

Board Members not present for all or part of the meeting:

Sam Jones

Staff:

Jill Simbro, Board Administrator	Rebecca Barloon, Assistant Attorney General
Pamela Black, Staff	Lori SchraderBachar, Site Manager

Call to Order:

Call to Order by Fjare at 9:03 a.m.
Quorum was established.

Motion made by Martin to approve the agenda.

Seconded by Schiel-Larson

VOTE: Aye: all Nay: None Abstaining: none

Motion passed.

Motion made by Nelson to approve January 17, 2017 minutes.

Seconded by Naylor.

VOTE: Aye: all Nay: None Abstaining: none

Motion passed.

Board Member Reports:

None

Staff Reports:

Barloon – will give the new board member overview at the July Board meeting.

SchraderBachar – one public board member position is open. Currently developing the new licensing database which should be available later this year.

Simbro - Congratulations to Martin and Schiel-Larson on reappointment to board. Jack Jones is the newly appointed public member. Samuel Jones did not seek re-appointment. Simbro attended the Legislative Rules Committee regarding Chapter 1, 2 and 4 rule changes on March 10th. Newsletter is on hold until the new licensing database is complete. Number of new licenses issued per year: 2014 – 17, 2015 - 17 and 2016 - 20.

CLARB:

Motion by Fjare for Schiel-Larson and Simbro to attend the CLARB Annual Meeting on September 14-16, 2017 in Boise, Idaho.

Seconded by Martin

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Reinstatement:

- a. P. Wyss - 15.5 HSW hours have been accepted. Wyss will be requested to justify how the other continuing education hours reported meet the HSW requirement.

Continuing Education Requirements for Surrounding States

Martin and Simbro led a discussion on surrounding states continuing education requirements and how they compared to Iowa's. Report included Nebraska, Minnesota, Illinois and Missouri. No significant differences were noted.

Continuing Education Audits

- a. Kursitis will be requested to provide further clarification by completing the application in an organized format utilizing the required grid.
- b. Elder's submitted hours for renewal were approved and accepted under current rule.
- c. Erickson's submitted hours for renewal were approved and accepted under current rule.
- d. Klein-Hewett had a late submission and will be requested to provide further information and additional documentation.

Administrative Rules 193D

- a. **Motion by Martin to adopt ARC2941C chapters 1, 2, and 4.**

Seconded by Fjare

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

- b. Board reviewed draft of Chapter 3 – discussion was held on the following: If participating on a board/commission should be allowed to count towards continuing education? If so, should there be a limit? If research should be allowed to count toward continuing education? If so, should there be a limit. If so, should a definition of research be defined? The board asked for Rules Committee to review and comment. Simbro will send the draft to Rules Committee asking for comments by the end of May for the board review at the July 18, 2017 meeting.

Public Comment

None

Closed Session

Motion by Schiel-Larson to enter into closed session pursuant to Iowa Code section 21.5(1)(d) & (a) and 272C.6(4) at 11:15 a.m. to review pending licensee discipline cases and investigations, include any cases ready for final relation through closure or consent order.

Seconded by Martin

VOTE: Roll call: Fjare, aye; Martin, aye; Naylor, aye; Nelson, aye; and Schiel-Larson, aye.

Motion passed unanimously.

Motion by Martin for the Board to return to open session at 11:25 a.m.

Seconded by Nelson

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Motion by Nelson to close case 17-02 as discussed in closed session.

Seconded by Naylor.

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Presentation to outgoing board member Samuel Jones.

Jones was not present – Simbro will mail his plaque.

Tentative 2017 Meeting Date:

July 18, 2017 – 9:00 a.m. (in-person)

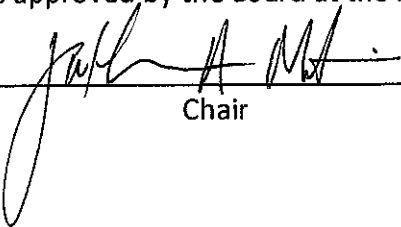
October 17, 2017

Adjournment

Fjare adjourned the meeting at 11:31 a.m.

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

7/18/17
DATE


Chair