

IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD

MINUTES

200 E. Grand, Suite 350, Des Moines | Bureau Conference Room

October 31, 2017 | 9:00 a.m.

Board Members present for all or part of the meeting:

Jonathan Martin

Brenda Nelson

Deb Schiel-Larson

Emily Naylor

Jack Jones

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

David Fjare

Staff:

Jill Simbro, Board Administrator

Rebecca Barloon, Assistant Attorney General

Tracy Lindgren, Background Coordinator

Lori SchraderBachar, Site Manager

Call to Order

Call to Order by Martin at 9:02 a.m.

Roll Call Jones, Martin, Naylor, Nelson, Schiel-Larson

Approval of Agenda

Motion made by Naylor to approve the agenda.

Seconded by Nelson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Motion made by Nelson to approve July 18, 2017 open minutes.

Seconded by Jones.

VOTE: Aye: all Nay: None Abstaining: Schiel-Larson

Motion passed.

Motion made by Jones to approve July 18, 2017 closed minutes.

Seconded by Nelson.

VOTE: Aye: all Nay: None Abstaining: Schiel-Larson

Motion passed.

Board Member Reports:

None

Staff Reports:

SchraderBachar – Thanked board members for their service and advised some terms would end and encourage them to reapply for another appointment. PLB newsletter will go out mid to late December and articles should be submitted to Simbro no later than November 15, 2017. Database went live in September and as part of the development team Simbro put in a lot of hours.

Barloon-No report

Simbro – Completed 7 audits in month of October. Discussion was held regarding for the newsletter. Simbro and SchradarBachar recommended writing an article on continuing education. Martin volunteered to write a brief article regarding CLARB attendance along with highlights of the most recent CLARB conference.

DataPro Review

Simbro gave a brief overview of DataPro, including instructions on logging in to system and creating a contact. Reviewed online license verification search. Currently licensees cannot upload their continuing education certificates until their renewal period but it has been submitted as a potential enhancement.

CLARB Annual Meeting Report:

Martin reported on the key takeaways of the meeting. A large part of the discussion revolved around the health of regulation and the profession. Health Safety and Welfare of the public is at the forefront of the profession lobbying. The society does have a lobbyist, Brice Oakley, who could be approached to write an article for the newsletter. Research has been done on the health of the profession, gender gap is leveling out but graduate programs have seen a decline in enrollment.

Continuing Education Audits

1. Schneider – The Board requested a summary of how the ISU extension field crop scout school meets the 6.25 hours of HSW. Board consensus he has met the requirement.

Motion made by Nelson to accept the 6.25 hours provided.

Seconded by Schiel-Larson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed unanimously.

Administrative Rules 193D-Chapter 3/Iowa Code 544B

Barloon advised the Iowa Code 544B requires some updates. Administrative Rules 193D Chapter 3 proposed updates would change contact hour to hours of continuing education and if time spent in board meetings meet the requirement of Health, Safety and Welfare it can be used as continuing education hours with a limit of 6 hours per renewal cycle.

Motion made by Naylor to notice rule changes to 193D-Chapter 3.

Seconded by Jones.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed unanimously.

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 10:01 a.m. to review pending licensee discipline cases and investigations, include any cases ready for final relation through closure or consent order.

Seconded by Nelson

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

Motion passed unanimously.

Motion by Naylor for the Board to return to open session at 10:03 a.m.

Seconded by Nelson

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Motion by Naylor to close case 17-05 as discussed in closed session.

Seconded by Schiel Larson.

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Tentative 2018 Meeting Date:

January 16, 2108

April 3, 2018

July 17, 2018

October 2, 2018

Adjournment

Martin adjourned the meeting at 10:06 a.m.

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

1/16/18
DATE

Joseph A. Miller
Chair