

IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD

MINUTES

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

April 4, 2018 | 9:00 a.m.

Board Members present for all or part of the meeting:

David Fjare

Emily Naylor

Deb Schiel-Larson

Jonathan Martin

Brenda Nelson (via phone)

Board Members not present for meeting:

Jack Jones

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 9:04 a.m.

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

Approval of Agenda

Motion made by Naylor to approve the agenda.

Seconded by Fjare.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Motion made by Fjare to approve January 16, 2018 open minutes.

Seconded by Schiel-Larson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Board Member Reports:

Martin reported that he, Simbro and Linda Alfson Schemmel, Chair of Architectural Examining Board presented to the Iowa ASLA spring conference.

Staff Reports:

Barloon-No report

SchraderBachar –No report

Simbro – Reported three appointments to the Landscape Architectural Examining Board. John Micka, Landscape Architect was appointed for a 3 year term, Nathan Borland, public member was appointed for May 2018 – May 2019 to fulfill continuation of current term and Naylor was appointed for another 3 year term. Email was sent to licensees with instructions on how to login and create a password. Continuing Education for renewals can be reported in three ways. Report hours and upload documentation, report hours and upload certificates in one submission or attest continuing education hours have been completed. July board meeting will

be paperless with each board member receiving their packet through an online portal. Emails were given to board members with temporary passwords. Board members were reminded they needed to complete sexual harassment training as required by the Governor. Discussion was held regarding changing the meeting time and consensus was 9:00 a.m.. Since the last meeting two applications have been reviewed, 1 exam and 1 reciprocal by exemption for a total of 252 active licensees and 23 inactive.

Administrative Rules/Iowa Code 544B

Motion made by Naylor to Adopt ARC3563C for the amendments in Chapter 3 of the Administrative Rules 193D.

Seconded by Schiel-Larson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Discussion was held reviewing changes for Iowa Code 544B and the main items to be removed are that the exams are no longer administered by the board.

CLARB

Fjare nominated Martin to attend the CLARB annual meeting September 27 – 29, 2018 in Toronto, Ontario.

Motion made by Schiel-Larson to approve Martin and Simbro to attend the CLARB annual meeting with Naylor as alternate if Martin is unable to attend.

Seconded by Fjare

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Motion made by Naylor to authorize approved delegate to carry the Board's position on the 2018-2019 CLARB Board of Directors and Committee nominations, Region 2 Director position and participate in the dialogue at the CLARB Annual Meeting and vote on behalf of the board.

Seconded by Fjare

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Public Comment

None

Continuing Education Audits

Noelck – Board requests more detail and ask for an additional 3 hours of Health Safety and Welfare.

Forret – Provided documentation for 18 of 24 hours of HSW. Offer Consent Agreement to complete double the hours short in 60 days or provide proof of the 6 hours he has taken to satisfy the required 24 hours.

Application by Exam

Seefeld exam application was approved.

Reinstatement

Wyss reinstatement application was approved.

Tentative 2018 Meeting Dates:

July 17, 2018

October 2, 2018

Adjournment

Martin adjourned the meeting at 10:58 a.m.

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

7/17/18
DATE

Joseph A. Martin
Chair