

IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD
MINUTES
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room
July 17, 2018 | 9:00 a.m.

Board Members present for all or part of the meeting:

Deb Schiel-Larson	Jonathan Martin
Brenda Nelson	Jack Jones
Nathan Borland	

Board Members not present for meeting:

Emily Naylor	John Micka
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Staff:

Jill Simbro, Board Administrator	Jordan Esbrook, Assistant Attorney General
Tracy Lindgren, Background Coordinator	Lori SchraderBachar, Site Manager
Zac Hingst, Legal Counsel, IDOB	

Call to Order

Call to Order by Martin at 9:04 a.m.
Roll Call Martin, Nelson, Schiel-Larson, Jones, Borland

Approval of Agenda

Motion made by Nelson to approve the agenda.

Seconded by Schiel-Larson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Motion made by Jones to approve April 4, 2018 open minutes.

Seconded by Nelson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Board Member Reports:

None

Staff Reports:

Esbrook – Gave a brief overview to the board. Topics included purpose of the board, rule making authority, quorum requirements, and open vs. closed meetings and minutes. As a reminder, don't "reply all" to emails to/from board members and/or staff as this is then considered an electronic meeting.

SchraderBachar –Permission to travel to CLARB meeting was denied. Board was reminded to not purchase plane tickets to meetings until travel has been approved. Changes to 193 Bureau Rules were discussed, changing the number of boards from 7 down to 6 since REAP moved to IDOB, Architects change from registered to licensed, Landscape Architects to Professional Landscape Architects. Also adding language about applications created in the licensing database that staff may withdraw an application if left untouched for 6 months deeming the application abandoned.

Simbro – Seven applications have been issued since the last meeting, 2 exams and 5 by exemption. Only 15 licensees have yet to renew. If they do not renew by July 30 they must reinstate their license. Simbro welcomed Nathan Borland who was appointed public member to the board. John Micka was also appointed to the board. Barloon has left state government and Esbrook will fill in temporarily.

Hingst – Legal Counsel for the IDOB was present to provide guidance to make changes to Iowa Code 544B. If the board would like to proceed with changes, he will prepare the summary and present to policy coordinator in Governors' Office. If approved, summary would be submitted to legislative drafting service.

Administrative Rules/Iowa Code 544B

Motion made by Schiel-Larson to Notice the amendments in Chapter 2 of the Administrative Rules 193D.

Seconded by Jones or Schiel-Larson.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Motion made by Nelson to Notice changes to Administrative Rules 193.

Seconded by Jones.

VOTE: Aye: all Nay: None Abstaining: None

Motion passed.

Public Comment

None

Building Code Officials Handbook Task Force

SchraderBacher extended an invitation for a member to participate in the Building Code Officials Handbook Task Force. Meetings will be held monthly in Des Moines. Martin volunteered to be on the task force.

CLARB 2018 Board of Directors & Committee Nominations

Martin is proxy and will vote. Martin and Simbro will fill out ballot.

Closed Session

Motion by Nelson to enter into closed session pursuant to Iowa Code section 21.5(1)(d) & (a) and 272C.6(4) at 9:59 a.m. to review pending licensee discipline cases and investigations, include any cases ready for final relation through closure or consent order.

Seconded by Borland

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

Motion passed unanimously.

Motion by Jones 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 Schiel Larson to accept signed consent order for 18-01 as discussed in closed session.

Seconded by Nelson.

VOTE: Aye: all Nay: none Abstaining: none

Motion passed unanimously.

Tentative 2018 Meeting Dates:

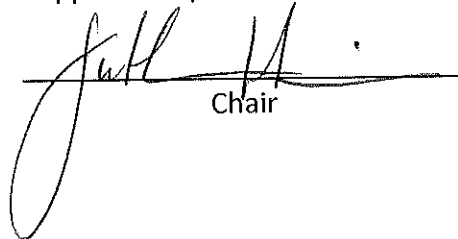
October 2, 2018

Adjournment

Martin adjourned the meeting at 10:05 a.m.

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

9/26/18
DATE


Chair