

IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD  
**MINUTES**  
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
**April 9, 2019 | 9:00 a.m.**

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

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

**Board Members not present for meeting:**

John Micka

**Staff:**

Jill Simbro, Board Administrator	Caroline Barrett, Assistant Attorney General
Ashley Thompson, Licensing Specialist	Lori SchraderBachar, Site Manager

**Call to Order**

Call to Order by Martin at 9:03 a.m.  
Roll Call Martin, Naylor, Nelson, Schiel-Larson, Borland, Jones

**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 December 13, 2018 open minutes.**

Seconded by Naylor.

VOTE: Aye: all      Nay: None      Abstaining: None

Motion passed.

**Board Member Reports:**

None.

**Staff Reports:**

Barrett introduced herself to the board and reported on HF752, SF505, and HF568. Barrett will continue to monitor these filings and update the board as needed.

SchraderBachar prefaced HF288 and mentioned future PLB rule change that the board can no longer deny licensure because of student loans.

Simbro congratulated Borland and Nelson for their reappointment. Their new term is May 1, 2019 to April 30, 2022.

**Building Code Committee Update**

Simbro gave an update on the progress of the Building Code Handbook committee. She stated city building officials mostly use the handbook and the Landscape Architect profession's involvement is minimal.

SchraderBachar informed the board that they need to draft FAQ's that a city building official may ask and submit to Simbro by May 15, 2019. The board will also need to read and approve the current FAQs.

### **HF288-An Act Relating to Military and Veteran Benefits**

Simbro led the discussion concerning HF288, where a military spouse can receive a reciprocal license in Iowa based on the same or equivalent professional license in another jurisdiction. If the applicant does not meet the requirements, the board must issue a provisional license and provide the qualifications for the applicant to qualify for a permanent license. HF288 also states that the military spouse's applications must be expedited. The board concluded that guidelines for this need to be drafted. Simbro will add this topic to the October board meeting agenda.

### **CLARB**

**Motion by Nelson to approve sending board member, Jonathan Martin, substitute board member, Debra Schiel-Larson, and Executive Officer, Jill Simbro to the Annual Meeting on September 26-28, 2019 in St. Louis.**

Seconded by Naylor.

VOTE: Aye: all      Nay: None      Abstaining: None

Motion passed.

### **Application Review**

Discussion held concerning applicant, Daniel Strandell. He has a non-accredited four-year degree and a minimum of four years of experience as required in 544.9 b. CLARB is asking for approval from the board that we will accept Strandell's LARE exam scores with a non-accredited degree. The board concluded the four-year degree and experience is acceptable.

### **Renewal-Continuing Education**

Simbro informed the board that renewals start May 16, 2019. She reported there are 151 licensees due for renewal; 86 Iowa residents and 56 nonresident. Simbro asked the board if they felt a CE audit committee was necessary or if they prefer the current arrangement. The board is okay with the current arrangement. Naylor suggested having a sample audit form for licensees who, are selected for an audit, to complete and return with CE so the review process requires less time.

### **Public Comment**

None.

### **Closed Session**

**Motion by Borland to enter into closed session pursuant to Iowa Code section 21.5(1)(d) & (a) and 272C.6(4) at 10:22 a.m. to review pending licensee discipline cases and investigations, include any cases ready for final relation through closure or consent order.**

Seconded by Naylor.

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

Motion passed unanimously.

**Motion by Nelson for the Board to return to open session at 10:50 a.m.**

Seconded by Jones.

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

Naylor returned to the meeting at 10:50 a.m.

**Motion by Nelson to close case 19-01.**

Seconded by Jones.

VOTE: Aye: all      Nay: none      Abstaining: none

Motion passed unanimously.

**Motion by Borland to find probable cause in case 19-02 as discussed in closed session.**

Seconded by Nelson.

VOTE: Aye: Martin, Schiel-Larson, Nelson, Borland, and Jones.      Nay: none

Abstaining: Naylor.

Barrett refreshed the board when it is appropriate for board members to recuse themselves from a case or vote.

**Upcoming Meetings & Last Minute Comments:**

The next meetings scheduled are July 9, 2019 and October 8, 2019.

**Adjournment**

Martin adjourned the meeting at 10:55 a.m.

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

7-9-2019  
DATE

  
Chair