

IDAHO BOARD OF LANDSCAPE ARCHITECTS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 8/26/2013

BOARD MEMBERS PRESENT: William A. Ogram, IV - Chair
Jon Fritz Breckon
James A. Thomas

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Maurie Ellsworth, Legal Counsel
Maria Brown, Technical Records Specialist

OTHERS PRESENT: Joe Stegner, University of Idaho

The meeting was called to order at 10:01 AM MDT by William A. Ogram, IV.

AMEND THE AGENDA

It was moved by Mr. Thomas to amend the agenda to include Mr. Stegner due to not receiving confirmation of his attendance until the day of the meeting. It was seconded by Mr. Breckon. Motion carried.

APPROVAL OF MINUTES

The Board reviewed the 6/19/2013 minutes. It was moved by Mr. Thomas to approve the 6/19/2013 minutes as written. It was seconded by Mr. Breckon. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She stated that the Board's Proposed Rule change has been approved by the Governor's Office and sent to the Office of Administrative Rules. The Board's proposed Law change has been submitted to the Governor's Office for review and approval. It was moved by Mr. Thomas to approve the expense of sending a postcard to all licensees regarding the Proposed Law and Rule changes and to post the proposed changes on the Board's website. It was seconded by Mr. Breckon. Motion carried.

FINANCIAL REPORT

Ms. Cory presented the financial report, which indicates a cash balance of \$57,131.43 as of 7/31/2013. The Chairman noted that the Board has been fiscally conservative, which explains the Board's current financial report. Ms. Cory also noted that the Board has not had the expense of complaints or cases for some time as well.

CONTRACT RENEWAL

Ms. Hall presented the contract renewal for FY 2014. It was moved by Mr. Breckon to approve the FY 2014 contract renewal and authorize the Board Chair to sign on behalf of the Board. It was seconded by Mr. Thomas. Motion carried.

OLD BUSINESS

PROPOSED LAW AND RULE CHANGES

Ms. Cory introduced Mr. Stegner to the Board. Mr. Ogram welcomed Mr. Stegner and explained that the Board invited him to attend the Board meeting as the Board has been discussing requiring Idaho landscape architect college professors be licensed in order to teach landscape architecture. The Board is researching the issue and trying to verify if teaching landscape architecture is in fact practicing landscape architecture. The Board was concerned that this may be a public safety issue. Mr. Stegner gave a disclaimer that he may not be the appropriate person to talk to, and that a policy change of this nature would be left up to the college. Mr. Stegner stated that he would mention this matter to the President and help to secure an invitation at the meeting of the College Dean's Advisory Board for a representative of the Board. Mr. Stegner stressed the importance of the Board entering into a dialog with the college to try to reach an agreement prior to proposing a Law Change. The Board agreed and thanked Mr. Stegner for attending the meeting and for the offer to initiate the dialog process between the college and the Board.

TO DO LIST

The Board reviewed the to do list. No action was taken.

NEW BUSINESS

COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARD

The Board discussed the 2013 Annual CLARB Meeting and its election. It was moved by Mr. Thomas that the Board vote for the following CLARB candidates: Christine Anderson, CLARB Treasurer; Stephanie Landregan, CLARB President; Jerany Jackson, CLARB President – Elect; Randy Weatherly, Vice President;

and direct staff to forward the 2013 – 2014 CLARB Board of Directors Election Ballot to CLARB. It was seconded by Mr. Breckon. Motion carried.

EXECUTIVE SESSION

A motion was made by Mr. Thomas that the Board go into executive session under Idaho Code § 67-2345(1) (d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. Seconded by Mr. Breckon. The vote was: Mr. Thomas, aye; Mr. Breckon, aye; and Mr. Ogram, aye. Motion carried.

It was moved by Mr. Thomas that the Board enter regular session. Seconded by Mr. Breckon. The vote was: Mr. Thomas, aye; Mr. Breckon, aye; and Mr. Ogram, aye. Motion carried.

APPLICATIONS

It was moved by Mr. Thomas to approve the following applicant for licensure by examination:

SWANSON LEWIS TYLER LA- 16761

Seconded by Mr. Breckon, motion carried.

It was moved by Mr. Thomas to approve the following applicant for licensure by examination pending additional information:

MUELLER ROBERT JOHN LA- 112

Seconded by Mr. Breckon, motion carried.

It was moved by Mr. Thomas to approve the following applicants for licensure by endorsement pending additional information:

HART ALEXANDER DAVID LA- 16715

Seconded by Mr. Breckon, motion carried.

The Board asked staff to request current reference forms from all applicants for licensure. The Board noted that its website, application, and reference form may need to be updated with language that reflects the Board's requirement that reference forms be current and sealed. If the form is not sealed by the landscape architect, it should be notarized.

AMEND THE AGENDA

Mr. Thomas asked the Board to amend the agenda to include discussion of its wall certificates. It was moved by Mr. Thomas to amend the agenda. The item wall certificate discussion was not placed on the agenda, because staff was not made aware of the request prior to the meeting. Seconded by Mr. Breckon, motion carried.

WALL CERTIFICATES

Mr. Thomas addressed the Board and stated he is concerned with the Board using Board Members scanned signatures on its wall certificates. He stated that he was absent during the Board meeting when the Board approved the change and directed staff to use scanned signatures. He said that scanned signature seemed impersonal and the least the Board could do is sign the wall certificates personally. Ms. Brown explained how candidates for licensure often times call requesting the wall certificates and are told that it won't be mailed until after the next Board meeting which could be up to two months away. After discussion, it was moved by Mr. Thomas to go back to the Board signing wall certificates in an original signature. Seconded by Mr. Breckon, motion carried.

NEXT MEETING October 30, 2013 at 10:00 AM, the Chairman will call in.
January 27, 2014 at 10:00 AM, the Chairman will attend in person.

ADJOURNMENT

It was moved by Mr. Thomas that the meeting adjourn at 12:49 PM MDT.
Seconded by Mr. Breckon, motion carried.