

**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 8/29/2016**

**BOARD MEMBERS PRESENT:** William A Ogram - Chair  
Jon F Breckon  
James A Thomas

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Mitchell Toryanski, Legal Counsel  
Mynde Heil, Inspector  
Michael Laddy, Inspector  
Deon L'Abbe, Technical Records Specialist  
Pam Rebolo, Technical Records Specialist

**OTHERS PRESENT:** Jay Gibbons, IMASLA

The meeting was called to order at 9:00 AM MDT by William A Ogram.

**APPROVAL OF MINUTES**

Mr. Thomas made a motion to approve the minutes of 5/16/16. It was seconded by Mr. Breckon. Motion carried.

**AMEND AGENDA**

Mr. Thomas made a motion to amend the agenda to include Jay Gibbons of the Idaho Montana Chapter of Landscape Architects to be available to meet with the Board and give an update. The reason it was left off the original agenda was that the Board did not know Mr. Gibbons would be in attendance. It was seconded by Mr. Breckon. Motion carried.

**LEGISLATIVE REPORT**

Ms. Cory gave the legislative report. She said in regard to adding a public member to the Board. The Bureau has not heard anything from the Governor's office, but other boards are starting to be notified of the appointment of the public

member. Ms. Cory also stated the Board does not have legislative proposals for the 2017 session.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$84,792.14 as of 7/31/16.

## **FY 2017 CONTRACT**

Ms. Hall reviewed the FY 2017 contract with the Board. Mr. Thomas made a motion to approve the FY 2017 contract and authorize the Board Chair to sign. It was seconded by Mr. Breckon. Motion carried.

## **PUBLIC RECORDS PRESENTATION**

Mr. Toryanski gave a presentation on the Public Records Law to the Board.

## **OLD BUSINESS**

To Do List – The Board reviewed the to do list.

The Board discussed the exam registration process through the Council of Landscape Architectural Registration Boards (CLARB) and the CLARB Contract Agreement. According to Mr. Ellsworth, there is no screening process with CLARB. Mr. Thomas made a motion to authorize the Board Chair to work with Bureau staff to review the accreditation issue with regard to applications, the instruction page, and the web to determine if there is a resource for the Board to use in determining eligibility and to adjust the application form and language on the Board's website. It was seconded by Mr. Breckon. Motion carried.

## **NEW BUSINESS**

### **IDAHO MONTANA AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS (IMASLA)**

Jay Gibbons of the Idaho Montana chapter of American Society for Landscape Architects (IMASLA) gave an update to the Board. He stated that the chapter is involved with issues involving students at the University of Idaho and Montana State University – Bozeman regarding the master's program. He stated IMASLA would like to invite a member from the Council of Landscape Architectural Registration Boards (CLARB) to the annual rendezvous meeting.

## **EXECUTIVE SESSION**

Mr. Thomas made a motion that the Board go into executive session under Idaho Code § 74-206(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. It was seconded by Mr. Breckon. The vote was: Mr. Thomas, aye; Mr. Breckon, aye; and Mr. Ogram, aye. Motion carried.

Mr. Thomas made a motion to come out of executive session. It was seconded by Mr. Breckon. The vote was: Mr. Thomas, aye; Mr. Breckon, aye; and Mr. Ogram, aye. Motion carried.

### **APPLICATIONS**

Mr. Breckon made a motion to approve the following for licensure:

BRADLEY LIPSEY  
KERRI LILJEGREN  
ERIK SWEET  
MISHELLE HILLIARD  
MARIANNE BURNS  
NATHAN STEINER  
KARL KOEPPEN  
ANN MOYER

It was seconded by Mr. Thomas. Motion carried.

**NEXT MEETING** was scheduled for December 19, 2016 at 9:00 A.M.

### **ADJOURNMENT**

Mr. Thomas made a motion to adjourn the meeting at 11:05 A.M. It was seconded by Mr. Breckon. Motion carried.

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William A Ogram, Chair

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Jon F Breckon

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James A Thomas

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Tana Cory, Bureau Chief