

# ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

## MINUTES Board Special/Called Meeting January 31, 2023

The Alabama Board of Examiners of Landscape Architects met on Tuesday, January 31, 2023, at the Board's office located at 2777 Zelda Road in Montgomery for a special/called meeting of the Board. The following members were in attendance: Ms. Lea Ann Macknally (Board Chair), Mr. Chad Watkins (Board Secretary) and Ms. Julie Stephens (member). Others in attendance were Mr. Keith Warren (Executive Director), Mr. Ben Albritton (Assistant Attorney General-Legal Counsel), and Ms. Renee' Reames (recording secretary). Ms. Macknally, Board Chairperson, called the meeting to order at 10:05 a.m. and, following Board roll call by Mr. Warren, he reported that all members were present to conduct business.

Public notice of this special/called meeting was published on the Secretary of State's web site at [www.sos.alabama.gov](http://www.sos.alabama.gov) in accordance with the requirements of the Alabama Open Meetings Act and advertised on the Board's web site at [www.abela.alabama.gov](http://www.abela.alabama.gov).

### CLARB Uniform Standard for Landscape Architects

Chairperson Macknally reported on the Council of Landscape Architectural Registration Boards' (CLARB) Uniform Licensure Standard for Landscape Architects that was adopted by CLARB in 2022, as a guidance document in establishing licensure policies. Chairperson Macknally noted that optional paths for licensure was included in the CLARB's Uniform Standard and she recommended the Board consider alternative licensure requirements to fulfill the education and experience requisites. Also mentioned was the State exam and whether attestation was sufficient evidence in that process. The Board discussed inviting members of CLARB to the March Board meeting to continue these discussions, and Mr. Warren agreed to coordinate with CLARB about the availability of representatives to attend the meeting.

### CE Committee Update

Mr. Watkins reported that he no report that this time from the CE Committee and would follow-up with the Committee Chairman for a report at the March meeting about obtaining a slate of Committee members, an update on the CE Provider approval process and a current list of approved CE Providers.

### Act 2022-265 and Rules Review

Mr. Warren reported on changes in the Board's statute regarding Certificate of Authorization that had been provided to companies in the past and recommended changes to improve the Board's licensee search on the Board's website to include companies. Other suggested changes to the Board's website were discussed, e.g., online forms, digital copy of license, etc.

Mr. Warren also commented on the creation of inactive status for licensees and the Board agreed that a licensee could apply for inactive status and pay a one-time fee, rather than renewing the inactive status annually.

Mr. Warren indicated that the Rules Committee would review Rule 500-X-2-.14(6) regarding CE activities for professional development and recommend measures to validate participation.

He indicated that a draft of Rule change recommendations would be presented at the March Board meeting for the Board's consideration.

#### Discussion of Board Operations and Procedures

Mr. Warren reported that the Board's complaint procedure may need to be drafted regarding the investigative process and review of cases by the Investigative Committee, along with changes made to issuing of Certificates when renewing licenses.

Chairperson Macknally commented on the availability of CLARB's educational session for new Board members and encouraged members to participate in training session. Mr. Warren reported that the State's Examiners of Public Accounts had offered Board member training in the past and he would inquire about their upcoming training schedule. He also reported on his plan to create a resource manual for board members, along with working with the Board's Legal Counsel on Board member training topics.

#### Announcements

Chairperson Macknally reminded the members that the next regular meeting of the Board was scheduled March 7, 2023, at 10:00 a.m. at the Board's office and representatives from CLARB would be invited to attend.

#### Adjournment

Mr. Watkins made the motion that the Board meeting be adjourned. The motion was seconded by Ms. Stephens and unanimously approved by the Board. Chairperson Macknally adjourned the meeting at 11:15 a.m.

Respectfully Submitted,



Lea Ann Macknally  
Board Chairperson



Keith E. Warren  
Executive Director

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# ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

**Tuesday, January 31, 2023**

**10:00 A.M.**

**2777 Zelda Road**

**Montgomery, AL**

## **BOARD MEETING** **Special/Called Meeting**

### **AGENDA**

- I. Call Meeting to Order
  - A. Quorum, Travel Vouchers and Approval of Travel
- II. New Business
  - A. CLARB Uniform Standard
  - B. CE Committee Update
  - C. Act 2022-265 and Rules Review
  - D. Discussion of Board Operations & Procedures
- III. Announcements
  - A. Next Regularly Scheduled Board Meeting – March 7, 2023
- IV. Adjournment