

ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

MINUTES Board Meeting October 5, 2021

The Alabama Board of Examiners of Landscape Architects met on Tuesday, October 5, 2021. at the Board's office located at 2777 Zelda Road in Montgomery to conduct regular business 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), Ms. Laura Howell (Board Legal Counsel), Ms. Leigh Mooror (Board Administrator) and Ms. Renee' Reames (recording secretary). Chairperson Macknally called the meeting to order at 10:00 a.m. and, following Board roll call by Mr. Warren, all members were present to conduct business.

Public notice of this regularly scheduled meeting was published on the Secretary of State's web site at 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.

Approval of Agenda

Chairperson Macknally presented for Board approval the agenda for the October 4, 2021 meeting. A copy of the agenda was provided to the members prior to the meeting for their review. Mr. Watkins made a motion to approve the October minutes as presented. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Approval of Minutes

Chairperson Macknally presented for Board approval a copy of the March 9, 2021 minutes from the regular meeting and a copy of the May 11, 2021 minutes from the special/called meeting. A copy of the minutes was provided to the members prior to the meeting for their review. Mr. Watkins made a motion to approve the March regular meeting minutes and the May special/called meeting minutes as presented. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Board Chair Report

Chairperson Macknally presented the Board Chair Report. She reported that Mr. Matt Miller, CEO with the Council of Landscape Architectural Registration Boards, would be joining the meeting to present an update on CLARB activities.

Executive Director Report

Mr. Warren presented the Executive Director's Report (copy filed in the Official Book of Minutes). He reviewed the financial activities of the Board for the period ending September 30, 2021. A detailed line-item budget of expenditures was also provided for the Board's review. He reported that one complaint had been received in FY 2021. Mr. Watkins made a motion to accept the financial

report as presented. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Mr. Warren reported that, as of September 30, 2021, the total number of licensees were 303, which had increased from the prior reporting period. He also presented the Administrator's Report on activities performed since the last regular Board meeting held in March (copy available in the Official Book of Minutes). Ms. Moorer reported on the licensure of 16 new applicants.

Legal Counsel Report

Ms. Howell presented the Legal Counsel's report and indicated an Executive Session may be convened to discuss a case.

CLARB Update

Chairperson Macknally reported that she had attended the CLARB annual meeting and provided an update on their activities. She reported that CLARB was working on uniform standards for licensure that would allow for full reciprocity across CLARB state members. She also commented on activities to update the examination questions.

Mr. Matt Miller, CEO of CLARB, joined the meeting at 10:18 a.m. He continued the presentation about activities of CLARB to improve the path to licensure and evaluate applicants' competency.

Certificate of Service – Larry Bates

Chairperson Macknally indicated that she would coordinate with ASLA about presenting the Certificate of Service to Mr. Bates at the Alabama ASLA meeting.

Legislation

Mr. Warren presented a draft of proposed changes in the Board's statute and the Board discussed changes to Section 4 regarding certificate of authorization, Section 7 regarding penalties, Section 24 regarding licensing fees and delinquent penalties, reinstatement of license following expiration, and inactive status, Section 25 regarding fees. Mr. Warren explained the legislative process and sponsorship of a proposed bill.

Review of State Licensure Exam

Mr. Warren presented a list of exam questions for the Board's review. Mr. Watkins made the motion to defer discussion of the examination questions until later in the meeting. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Annual Election of Board Officers

Chairperson Macknally indicated that the annual election of Board officers was due. Ms. Stephens made the motion for the Board officers to remain the same with Ms. Macknally as Board Chair and Mr. Watkins as Board Vice Chair. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Proposed 2022 Board Meeting Schedule

Mr. Watkins made the motion for the Board to meeting in 2022 at 10:00 a.m. on January 11th for special meeting to discuss approved legislation, March 8th as a regular business meeting and October 4 as a regular business meeting. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

LARE – Review of Applicant’s Examination Period

The Board discussed an applicant’s request to accept the completion of the LARE examination, which covered a 17 year period (2004-2021). With the consultation of Mr. Miller, CLARB’s CEO, the Board agreed to the conversion of the LARE 5-section exam (A-E) to the following 4-section exam (1-4): A-1, B-2, C&D-3 and E-4. Chairperson Macknally reported that the applicant had taken sections A & B & D several years ago and had recently pass sections 3 & 4. Mr. Miller indicated that he agreed with the conversion and CLARB had never had an established time period. It was the consensus of the Board to accept the applicant’s examination as completed.

Appointment of CE Committee

Chairperson Macknally reviewed with the Board the purpose of the Board’s CE Committee. Mr. Watkins made a motion to inquire with Mr. Rip Weaver about his interest in continuing to serve as Committee Chair and request he submit a slate of Committee members for the Board’s approval. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Approval of Applications

Ms. Moorer presented sixteen (16) new licensing application for the Board to ratify the approval by the Executive Director (list of applications filed in the Board’s Official record of minutes):

- Mr. Watkins moved to ratify approval of licensee #887. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #888. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #889. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #890. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #891. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #892. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #893. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #894. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #895. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #896. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #897. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #898. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #899. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #900. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.

- Mr. Watkins moved to ratify approval of licensee #901. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #902. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.

Ms. Moorer presented four (4) applications to re-register as a Landscape Architect and for the Board to ratify the approval by the Executive Director (list of applications filed in the Board's Official record of minutes):

- Mr. Watkins moved to ratify approval of licensee #509. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #329. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #637. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #415. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.

Review of State Licensure Exam (continued)

Chairperson Macknally continued the review of the Board's examination for licensure. Ms. Howell reported that the matter did not meet the guidelines to call an Executive Session.

Chairperson Macknally called a 5-minute recess of the Board at 11:54 a.m.

Chairperson Macknally reconvened the Board meeting at 12:01 p.m.

The Board discussed making minimum changes to the Board's state examination in consideration of proposed changes to the Board's statute. The Board agreed to add continuing education question, add code of conduct question and remove one exam question concerning experience. The Board discussed establishing a pool of questions for random selection and integrity of the exam.

Executive Session

Ms. Howell reported about potential litigation of a complaint case. Mr. Watkins made a motion for the Board to adjourn into an Executive Session for approximately 10 minutes for the purpose of discussing a potential litigation of the Board. The motion was seconded by Ms. Stephens and unanimously approved by the Board. The following roll call vote was recorded: Mr. Stephens, aye and Ms. Stephen, aye, and the motion was unanimously approved by the Board. Ms. Howell certified that the Executive Session could be called for this purpose. Ms. Stephens made the motion to exit the Executive Session at 12:20 p.m. The motion was seconded by Mr. Watkins, and the following roll call vote was recorded: Ms. Stephens, aye, and Mr. Watkins, aye. The motion was unanimously approved by the Board.

Announcements

Chairperson Macknally announced that the next meeting of the Board was scheduled January 11, 2022, at 10:00 a.m. for the purpose of discussing proposed legislation. She also reminded the members of the regularly scheduled meeting to be held on March 8, 2022, at 10:00 a.m.

Adjournment

There being no further business of the Board, Ms. Stephens made the motion that the meeting be adjourn and Mr. Watkins seconded the motion. The motion was unanimously approved by the Board and Chairperson Macknally adjourned the meeting at 12:32 p.m.

Respectfully Submitted,



Lea Ann Macknally

Board Chairperson



Keith E. Warren

Executive Director

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