

# ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

## MINUTES Board Meeting March 9, 2021

The Alabama Board of Examiners of Landscape Architects met on Tuesday, March 9, 2021 at the Board's office located at 2777 Zelda Road in Montgomery to conduct regular business of the Board. Due to the COVID 19 State of Emergency, the meeting was held virtually. The following members were on the video-conference call: Ms. Lea Ann Macknally (Board Chair), Mr. Chad Watkins (Board Secretary) and Ms. Julie Stephens (member). Also on the conference call was Bettie Carmack (Assistant Attorney General). Others attendance onsite were Mr. Keith Warren (Executive Director), Ms. Leigh Moorner (Board Administrator) and Ms. Renee' Reames (recording secretary). Chairperson Macknally called the meeting to order at 10:06 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](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).

Chairperson Macknally presented for Board approval a copy of the minutes from the October 6, 2020 regular meeting minutes. A copy of the minutes was provided to the members prior to the meeting for their review. Ms. Stephens made a motion to approve the October minutes as presented. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Chairperson Macknally presented the Board Chair Report. She commented on the CLARB Regional meeting that she and Ms. Moorner attended virtually. She reported on the process made in evaluating applicant standards and creating the Uniform Application Standards which included a standardized format for applications and licensure requirements. She recommended that the Board review CLARB's Uniform Application Standards at the next Board meeting, when considering proposed legislative changes to the Board's statute.

Chairperson Macknally reported that Illinois had lost their landscape architect classification due to the political climate and that these former licensees may be seeking licensure in other states.

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 February 28, 2021. A detailed line-item budget of expenditures was also provided for the Board's review. Mr. Watkins made a motion to approve the financial report as presented. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Mr. Warren reported that, as of February 28, 2021, the total number of licensees were 247. He also presented the Administrator's Report on activities performed since the last Board meeting held in October (copy available in the Official Book of Minutes).

Ms. Moorer reported that the period to renew licenses with a late fee penalty would end March 15<sup>th</sup>. She reported that the Board currently had more out-of-state licensees than in-state and she would provide an updated report to the Board after March 15<sup>th</sup>.

Mr. Warren inquired about the Board meeting more often during the year to reduce the time between meetings for continuity of projects. Chairperson Macknally recommended that the members be polled about meeting in April or May to discuss legislative changes to the Board statute and issuing signed certificates of licensure, etc. The Board discussed proposed legislative changes to include license reinstatement period, expiration period following renewal deadline, certificate of authorization, administrative fines for violations, increasing application fees and adding injunctive authority for violations. Mr. Warren indicated that he would poll the members about attending a special/called meeting.

Ms. Carmack presented the Legal Counsel's report and indicated a cease and desist had been sent to a respondent in a case citing advertising violations. She indicated that the advertisement had been modified as a result of the violation notice and the individual was now in compliance. She indicated that board member-initiated complaints were allowed.

Chairman Macknally commented on Mr. Larry Bates service on the Board and it was the consensus of the members to request a certificate of service from Governor Ivey. The Board discussed presenting the certificate at a future Twin City meeting or similar profession-related event.

The Board also discussed acknowledging Ms. Joann Brock who had passed away. She had served for many years as the Board's administrator. Ms. Moorer recommended partnering with ASLA and Ms. Stephens agreed to assist in the coordination.

The Board discussed presenting during the 2022 Legislative session proposed legislative changes to the Board's statute. Chairperson Macknally reported that this matter would be discussed further at the upcoming special/called meeting of the Board.

Ms. Moorer presented a hardship request where the licensee (PF) had not acquired their full CE hours to renew their license. After further review of this matter, the Board referenced Board Rule 500-X-2-.08 and agreed that the license would be suspended after March 15<sup>th</sup> if not renewed in a timely manner and the applicant would have to reapply for licensure. It was the consensus of the Board to deny the request for a waiver and to uphold the Rule.

Mr. Warren presented the Administrative Services Contract annual renewal. He indicated that there were no proposed changes in the contract. Mr. Warren explained the overall process for accepting bids for services based on specifications and annual renewal of the contract. Mr. Watkins made the motion to approval the renewal of the Administrative Services Contract with Warren and Company, Inc. for one year, with no changes to the contract. The motion was seconded by Ms. Stephens and unanimously approved by the Board.

Ms. Moorer presented fifteen (15) 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 #872. 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 #873. 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 #874. 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 #875. 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 #876. 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 #877. 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 #878. 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 #879. 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 #880. 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 #881. 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 #882. 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 #883. 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 #884. 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 #885. 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 #886. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.

Ms. Moorer presented five (5) 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):

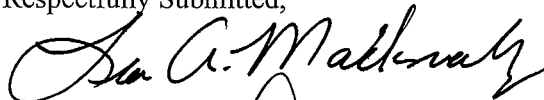
- Mr. Watkins moved to ratify approval of licensee #783. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #676. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.
- Mr. Watkins moved to ratify approval of licensee #675. 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 #668. 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 #491. The motion was seconded by Ms. Stephens. Following a roll call vote, the motion was unanimously approved by the Board.


Chairperson Macknally announced that the next regular meeting of the Board was scheduled October 5, 2021 at 10:00 a.m. She reminded the members that a special/called meeting was planned in April or May to discuss proposed legislation and examination questions and issue signed certificates of licensure.

There being no further business of the Board, Mr. Watkins made the motion that the meeting be adjourn and Ms. Stephens seconded the motion. The motion was unanimously approved by the Board and Chairperson Macknally adjourned the meeting at 11:18 a.m.

Respectfully Submitted,



Lea Ann Macknally  
*Board Chairperson*



Keith E. Warren  
*Executive Director*

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