

ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

MINUTES - DRAFT

Board Meeting

May 17, 2018

The Alabama Board of Examiners of Landscape Architects met on Thursday, May 17, 2018, at the Board's office located at 2777 Zelda Road in Montgomery, to conduct regular business. The following members were in attendance: Mr. Larry Bates (Chairman), Ms. Lea Ann Macknally and Mr. Chad Watkins (new member). Also in attendance were Mr. Keith Warren, Executive Director, Ms. Leigh Moorner (Board Administrator) and Ms. Renee' Reames (Executive Secretary to Mr. Keith Warren, Executive Director, and serving as recording secretary). A guest was present (Mr. Casey Ivey) and the Board Chairman, Mr. Bates, called the meeting to order at 1:00 p.m.

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.

Mr. Warren administered the oath of office to new Board member, Mr. Chad Watkins. The members welcomed Mr. Watkins to the Board.

The minutes from the December 5, 2017 Board meeting were presented to the members for their review. A copy of the minutes was provided to the members prior to the meeting. Ms. Macknally made a motion to approve the December minutes as presented. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Mr. Warren presented the Executive Director's Report (copy filed in the Official Book of Minutes). Mr. Warren reviewed the financial activities of the Board for the period ending March 31, 2018. A detailed line item budget of expenditures was also provided for the Board's review. Ms. Macknally made a motion to approve the financial report as presented. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

The Board commented on the increase in IT and STAARS accounting cost cited in the Board's recent audit, along with the number of licensees at that particular time. Mr. Warren stated that the licensees had increased by 13 new licensees in the last 5 years. The Board discussed the recent audit and meeting with the Sunset Committee.

Mr. Warren reported on the number of active licensees (257) and stated that the Board had not received any new complaints in FY 2018. The Administrator's Report was also reviewed by Mr. Warren (reports can be viewed in the Board's Official Book of Minutes). The Board discussed the number of licensees comprised of 106 in-state licensees and 151 out-of-state licensees. Mr. Warren

indicated that this breakdown of licensees would be presented at each Board meeting. Ms. Moorer commented on the benefits of the new licensee database and statistical reports.

The Board also commented on the company certificates of authority for those having landscape architects in their company name. Chairman Bates asked that this matter be reviewed by the Board's Legal Counsel for a report at the Board's next meeting.

The Board reviewed a recent article by Alabama Policy Institute advocating for the deregulation of some professional licensure boards. The Board members expressed their opposition to the article and discussed the Board's role.

Chairman Bates introduced Mr. Casey Ivey, who asked to appear before the Board to consider his application for licensure. He explained both his educational and work background, which included being a registered architect prior to pursuing his landscape architect licensure. The Board discussed his unique situation of career path that did not include one year working under the supervision of a licensed landscape architect. Mr. Ivey presented reference letters from licensed landscape Architects, examples of his projects and CLARB record documents. Following a lengthy discussion of the licensure path for his future reference and supervisions of others on the same path, Ms. Macknally made a motion to approved Mr. Ivey for licensure based on his demonstrated competency. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

The Board discussed the necessity for references in the application process and agreed that the CLARB records or independent references must be submitted for licensure. The Board concurred that reciprocal licensure applications do not need independent references because of the requirement for CLARB records in the case of reciprocity.

Mr. Warren reported that the Legislative Services Agency had asked boards and commission to certify their rules that were adopted prior to July 1, 2013. The Board discussed the recommendation to adopt the presentation materials for Ethics and Code of Conduct from the 2018 Twin State Conference. The document was reviewed in relation to its use in public contracts and licensees acknowledging the Board's rules during the licensure/renewal process. The Board agreed to consider similar code of conduct documents in their review and to adopt a final document at the next Board meeting. Ms. Macknally made a motion to certify the Board's rules adopted prior to July 1, 2018 and to notify LSA of the Board's ongoing actions. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Mr. Warren recommended that the Board review the administrative services contract, which was scheduled to expire in May. Ms. Macknally made the motion to renew the administrative services contract with Warren & Company for another year with no changes to the contract. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

The Board discussed the Board's CE Committee and their role. Mr. Warren reported that the members are appointed every two years at the fall meeting of the Board. The Board discussed establishing an application process for CE providers, e.g., apply to the Board Administrator 6-8 weeks prior to event, Administrator submit applications to the CE Committee to review and recommend approval, Committee notify Administrator of Committee action and Administrator list CE providers on the Board's website, etc.

Chairman Bates reported that election of Board officers was due. Mr. Watkins made a motion that the Board officers remain the same with Mr. Bates as Board Chair and Ms. Macknally as Board Vice Chair. The motion was seconded by Ms. Macknally and unanimously approved by the Board.

The Board reviewed the proposed Rule 500-X-2-.15(2) concerning Renewals and Expirations and agreed that the stated fees were not the Board's intent and Ms. Macknally made a motion to modify the Rule to reflect CE hours obtained for each renewal period, the reinstatement fee is paid one-time and the licensing fee is paid for one-time to renew the license. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Chairman Bates announced that based on the proposed Rules to be advertised for public comment, the next meeting of the Board was changed to September 6, 2018 at 10:00 a.m.

Ms. Moorer presented for the Board's approval and signature the applications for licensing. Ms. Macknally moved to ratify the approval of these applications as previously reviewed and approved by a Board member. The motion was seconded by Mr. Watkins and unanimously approved by the Board (list of applications filed in the Board's Official Board of Minutes).

There being no further business of the Board, Chairman Bates adjourned the meeting at 2:52 p.m.

Respectfully Submitted,



Lawrence L. Bates
Chairman



Keith E. Warren
Executive Director

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