

ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

MINUTES Board Meeting September 6, 2018

The Alabama Board of Examiners of Landscape Architects met on Thursday, September 6, 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 (Secretary) and Mr. Chad Watkins. Also in attendance were Mr. Keith Warren (Executive Director), Ms. Leigh Moorer (Board Administrator) and Ms. Betty Carmack (Board Legal Counsel). Chairman Bates called the meeting to order at 10:20 a.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.

The minutes from the May 17, 2018 Board meeting were presented to the members for their approval. A copy of the minutes was provided to the members prior to the meeting. Ms. Macknally made a motion to approve the May minutes as presented. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Chairman Bates postponed giving the Chairman's report, saying he would wrap up the meeting with his comments.

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 September 4, 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.

Mr. Warren reported on the number of active licensees (265) and stated that the Board had not received any new complaints in FY 2018. The Administrator's Report was reviewed by Ms. Moorer (reports can be viewed in the Board's Official Book of Minutes). The Board discussed the total number of licensees comprised of 109 in-state licensees and 156 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.

Mr. Warren introduced Ms. Betty Carmack, Legal Counsel for the Board, and together they reviewed the progress of the Rules changes, noting there were no comments during the advertised timeframe. After some discussion, Ms. Macknally made a motion to give final approval of the proposed Rule as published. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Chairman Bates explained some suggested changes by Mr. Chuck Kelly that would strengthen the Code of Conduct. Chairman Bates suggested adding Chuck's suggestions to #5 as "E." There was general discussion about other changes, which Ms. Moorner will compile for possible additions to the Code of Conduct document. It was decided that once the changes have been compiled, they would be placed on the Board's Facebook page.

Mr. Warren reviewed the state's new travel policies that became effective July 1, 2018.

Mr. Warren provided an updated copy of the Administrative Services Contract ITB. The Board voted to renew the contract at the May 17, 2018 meeting. Mr. Warren recommended a few changes to the bid specifications, including a \$1,000,000 Professional Liability Insurance Policy and a list of expenses not covered by Warren and Company, Inc. Ms. Macknally made a motion to accept the specifications with the changes discussed by the Board. The motion was seconded by Mr. Watkins and unanimously approved by the Board. Mr. Warren stated that the bids specifications would be published prior to the end of the Administrative Services Contract to request bids.

The Board discussed the CE Committee and Mr. Watkins made a motion to approve the current members for another 2-year term. The motion was seconded by Ms. Macknally and unanimously approved by the Board.

Ms. Moorner reported to the Board about frequently missed questions on the Board's licensure examination. Ms. Moorner explained that question 20 was missed often, and after some discussion, it was decided that one of the options as answered to the exam question would be reworded for better clarity.

The Board discussed ways to commemorate Ms. Lois Mash's service as a member of the Board. Mr. Warren suggested a certificate from the Governor's office and perhaps it could be presented at a statewide Landscape Architect meeting. The Board liked that idea and chose to pursue that course.

Chairman Bates commented on the proposed legislation that, if passed, would have increased the dollar limit on administrative fines. It was noted that some of the fees had been on the books since 1975 without being increased and the proposed increases would be more consistent with other Boards. Ms. Carmack suggested adding language relating to injunctive relief for non-licensed individuals posing as AL Registered Landscape Architects, which was not currently included in the current statute. After some discussion, Ms. Macknally made a motion to pursue legislation (1) to raise maximum administrative fines to \$2,500; (2) to raise the application fee from \$75 to \$150, and (3) to allow injunctive relief for non-licensees. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Mr. Watkins reported on the Advocacy Summit he attended in Ohio in June. He added that ASLA would like a state Board member to be present at their meetings and Ms. Macknally agreed to attend those meetings. He also stated that ASLA would like to attend the Board's meetings and Chairman Bates reminded everyone the meetings are public. Mr. Watkins reported that ASLA wanted to host a small reception for new licensees and ASLA was interested sponsoring an advocacy day at the Legislative State house during the Legislative session. Chairman Bates thanked Mr. Watkins for the report.

Mr. Warren presented the proposed meeting schedule for the Board. The members agreed to the following schedule for Board meetings during 2019: January 29, April 30 and October 8. All meetings are scheduled to begin at 10:00 a.m.

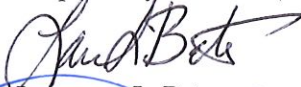
Ms. Moorer presented several applications for the Board's approval and signatures. Ms. Macknally moved to ratify the approval of these applications as previously reviewed and approved by each Board member. The motion was seconded by Mr. Watkins and unanimously approved by the Board (list of applications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

At the close of the meeting, Mr. Bates announced he would not seek reappointment to the Board once his term had ended. Mr. Warren reported that the election of Board officers is held annually.


Chairman Bates announced that the next meeting of the Board is scheduled April 30, 2019 at 10:00 a.m.

There being no further business of the Board, Mr. Bates adjourned the meeting at 12:13 p.m.

Respectfully Submitted,



Lawrence L. Bates
Chairman



Keith E. Warren
Executive Director

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