



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE
QUARTERLY MEETING
February 5, 2021

1. Meeting called to order by President Melinda Gustin at 10:05AM

Board Members Present: Melinda Gustin, Stan Southwick, Marc Chapelle, Laura Miller, John L'Etoile.

Staff: Henna Rasul, Senior Deputy Attorney General; Ellis Antunez, Executive Director

Guest: Kenton Miersma, Tom Schuster, Kaichiburuno Sunago, Todd Holmes

A Quorum was established as all board members were present.

2. Public Comment: No public comment

3. A. Minutes of November 6, 2020 meeting. Marc Chapelle moved to accept the minutes as written, Second by Laura Miller. Passed Unanimously.

- 4. A.** Report on LCB file 055-20P was presented. The Legislative Commission approved the LCB file 055-20P amending NAC623A fees and adjudication investigation/reporting on December 29, 2020. The approved file has been submitted to the Secretary of State on December 29, 2020.
- B.** Update report on implementation of Big Picture Software for on-line application and renewal of licenses. Currently working on the "back end" or "backstage" of setting up the forms to be used. Should have the forms ready by end of April beginning of May 2021 for renewals.

5. A. Discussion of Financial Operations Update followed.

1) Total Balance of all accounts as of January 31, 2021

a. Checking	\$ 2,916.99	
b. Savings	\$ 116,533.10	
c. CD	\$00.00	(CD was closed out on October 6, 2020 _\$46,876.78
Total	\$ 119,450.09	added to savings)

2) A review of the current budget statement for FY2021 was presented. Question about the merchant fee from QuickBooks was mentioned, as credit cards were used during the last renewal cycle. The board used the processing fee for those using a credit card for renewal. It is a pass-through fee to QuickBooks not kept by board. The board raised the annual fee to defer the cost of this to the licensees. It will be reviewed next year.

3) A review of the Balance Sheet to date for Fiscal Year 2021 with a comparison of Fiscal Year 2020 to during the same time was presented. The difference in Assets was - \$544.65 from the previous year.

4) A review of the current budget was presented. A question of where was 'Big Picture Software' was listed. It is listed as 148 Web Services. Was requested to add 'Big Picture Software' to this line item for clarification.



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE
QUARTERLY MEETING
February 5, 2021

- 5) The Legislative Council Bureau (LCB) Auditor requested changes to the balance sheet that was sent in November. Among the requested items was to identify the Assets and Liabilities specifically. LCB also requested the addition of the CD that matured in September 2020 was done. This was completed with the assistance of the board bookkeeper and was presented to LCB prior to the December 1, 2020 deadline.
- B. The number of new licenses granted via reciprocity by CLARB Council Record in the past quarter was 2.
- C. Newsletter articles have been written by Marc Chapelle and Stan Southwick. Profile for this newsletter is the new board member John L'Etoile. Laura Miller, newsletter editor contacted John about the use of his current bio on the website.
- D. Professional and Occupational Licensing Boards Administrative Collaborative update was presented. Senator Spearman sent out a link to a survey and asked that all boards send the link to their licensees. There will be a zoom meeting on February 9, 2021 to discuss the survey and what Senator Spearman would like to accomplish with this information.
- 6. A. New Licensees and Applicants:**
- 1) Laura Miller moved to approve Kenton Miersma to be licensed in Nevada, Second by Stan Southwick. Passed Unanimously.
 - 2) Marc Chapelle moved to approve Tom Schuster to be licensed in Nevada, Second by John L'Etoile. Passed unanimously.
 - 3) Laura Miller moved to approved Kaichiburuno Sunago to be licensed in Nevada, Second by Marc Chapelle. Passed unanimously.
 - 4) Laura Miller moved to approved Todd Holmes to be licensed in Nevada, Second by Marc Chapelle. Passed unanimously.
- B. The new fees are posted on the board website.
- C. A discussion on the use of electronic stamping of plans followed. The Nevada Construction Industry Relations Committee (NCIRC) discussed this last year at the meetings. It is not resolved within Nevada as all jurisdictions do not take electronic stamps.
- D. Motion by Stan Southwick to approve the word changes as discussed and others that may be necessary to clarify in the job description and performance standards for the Executive Director position. Second by Marc Chapelle. Passed Unanimously.
- 7. CLARB & ASLA Report**
- A. Marc Chapelle reported on the activities of Council of Landscape Architecture Registration Board (CLARB) concerning the job/task analysis survey is being postponed for a year.
- B. The Regional Meeting for CLARB will be held on February 11, 2021, virtually. Topics that this board has been dealing with during COVID.
- Also, February 24, 2021 in-the-know webinar on Oxford Economics. Will send this information out to the board members.
- ASLA/CLARB Licensure Summit on March 17, 2021.



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE
QUARTERLY MEETING
February 5, 2021

C. Cities for CLARB annual meetings.

- 1) Phoenix, Arizona, 2021 may be a hybrid, no decision made.
- 2) Atlanta, Georgia, 2022
- 3) Omaha, Nebraska, 2023
- 4) Seattle, Washington, 2024

8. Topics for Future Meetings:

- 1) Executive Director performance annual review.
- 2) Legislative Updates.
- 3) ASLA/CLARB licensure committee updates.

9. Meeting Dates for 2021.

- 1) May 7, 2021
- 2) August 13, 2021
- 3) November 5, 2021

10. Public Comment: No Comment

11. Adjournment at 11:54 AM



STATE OF NEVADA BOARD OF LANDSCAPE ARCHITECTURE

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Online Services

- Applications
- Renewals
- Print Registration Card
- License Verifications
- Online Forms
- Complaint Form

Online Services

Applications

- [Application for Professional Registration](#)
- [Application for Professional Registration- Reciprocity](#)
- [Application for Landscape Architect Intern Registration](#)

Application Status

- [Check your application status](#)

Renewals

- [Renewal of Registration for Registered Landscape Architect](#)
- [Renewal of Registration for Registered Landscape Architects-in-Training](#)

Print License Card

- [Print your renewal licensure card](#)

Change your Address

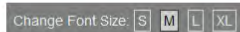
- [Update your address, contact information or name](#)

Landscape Architect Reference Form

- [Online Landscape Architect Reference Form](#)

Postgraduate Work Verification Form

- [Online Postgraduate Work Verification Form](#)



Application for Professional Registration by Reciprocity

Applications and Fees

Credit card payment must be remitted at time of application submission. Applications withdrawn after submission are subject to a non-refundable application processing fee.

License Fee Schedule

Registration by Reciprocity \$ 175.00

Exam Fee	\$ 100.00
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Required Documentation and Information

- You are required to be 21 years of age or older and of good moral character.
- You are required to have passed all sections of the Landscape Architecture Registration Examination.
Please request for a copy of your passing scores sent to the Nevada State Board of Landscape Architecture.
- An applicant who does not have a social security number must provide his or her individual taxpayer identification number. If you are not a us citizen you will need to provide your legal residence number.

Prior to beginning the application please ensure you have all the correct documents. The documents will be required to be uploaded

- **Photograph** - No less than 2" x 2". Driver's License is acceptable.
- **Documentation for any "yes" answers to the legal questions.**
- **CLARB Certified Council Record** - All records forwarded to the Board office.
- **Registration by Reciprocity Verification** -
 - A verification from your home state of registration or province of Canada that you are/were active and registered in good standing, with no disciplinary action ever taken and that you received a passing score on each section of the national examination.
 - A verification from each additional state or province of Canada that you are/were active and registered in good standing, with no disciplinary action ever taken.
- **Professional Reference Form** - Each professional reference is required to complete an online Professional Reference Form. Your professional references are expected to be familiar with your professional work and have knowledge of your character and reputation.

AGENDA ITEM 4.B



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE POSITION DESCRIPTION

Position Title: Executive Director (FTE 0.49)

Date Originated: March 6, 2009

Reviewed/Revised: February 5, 2021

RELATIONSHIPS:

Reports To: Board President

Internal Contacts: Board Members, Field Investigation Officers, Temporary Office Staff, Bookkeeper, Auditor, Deputy Attorney General

External Contacts: State of Nevada Registered Landscape Architects, Landscape Architects-In Training, Applicants for Registration by Reciprocity, Examination and Landscape Architect-In Training, Council of Landscape Architecture Registration Board Members and Staff, Other State of Nevada Boards and Agencies, Nevada Construction Relations Committee, National Society of Landscape Architects, Professional and Occupational Licensing Boards Administrative Collaborative, Vendors and Visitors.

POSITION PURPOSE:

Pursuant to NRS 623A.100 duties of the Executive Director include: (a) Keep an accurate record of all proceedings of the Board; (b) Maintain custody of the official seal; (c) Maintain a file containing the names and addresses of all holders of certificates of registration and certificates to practice as a landscape architect intern; (d) Submit to the Board each application for a certificate of registration or certificate to practice as a landscape architect intern that is filed with the Board; (e) If a holder of a certificate of registration or certificate to practice as a landscape architect intern has violated any provision of this chapter, file a complaint with the Attorney General; and (f) Perform any other duties assigned to him by the Board.

The Executive Director is responsible for the supervision, coordination and administrative services of the Nevada State Board of Landscape Architects. This position oversees all operations of the



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE POSITION DESCRIPTION

Board including: enforcement, quarterly Board meetings, payroll, payables, receivables, administration of state examinations, processing applicants for registration, annual registration renewals, communications including maintenance of the Board's web-site, preservation of Board files, budget and annual audit.

The Executive Director must retain a thorough knowledge of Nevada Administrative Code and Nevada Revised Statutes which pertain to this position as well as the State Administrative Manual (SAM). Active participation in State of Nevada Legislative Sessions including the representation of the Board at hearings and meetings as needed is also required.

The Executive Director serves as a liaison between the Board of Directors and all external contacts for purposes of communicating requirements of State of Nevada to Registered Landscape Architects and in keeping the Board apprised of legal requirements and current issues.

NATURE AND SCOPE:

The nature and scope of the Executive Director includes the establishment and implementation of administrative policies and procedures, which comply with applicable State of Nevada requirements. The Executive Director is responsible for Landscape Architect registration and renewal of registration, meeting management, flow of information from external contacts to the Board. This position acts as the liaison and resource between the Board and the Community. It is expected that the Executive Director will remain knowledgeable of all changes in standards and practices or of new standards and practices. It is further expected that any and all new required information will be transferred to existing operations.

MINIMUM QUALIFICATIONS:

Education: Working-level knowledge of the English language, including the ability to read, write, and speak English. A bachelor's degree is required.

Experience: Five years of experience in related administration.



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE POSITION DESCRIPTION

ESSENTIAL FUNCTIONS REQUIRED TO FULFILL DUTIES:

Board of Director Activities

Provides supportive services to members of the Board in fulfilling the responsibilities of their offices. Participates in developing policies for the Board, and in monitoring the continuity of office activities. Organizes travel and attends Board meetings. Assists in the preparation of the agenda and meeting documents pursuant to NRS 241. Prepares and delivers Executive Director Report including progress and needs for Board operation; recommends necessary action concerning the operation of the Board. Records, transcribes and maintains records from these meetings. Notifies applicants, petitioners, or appropriate parties of Board actions. Initiates action on Board directives. Provides training for new Board Members as to the operation of the board.

Landscape Architecture, Landscape Architecture In-training Registration and Renewal of Registration

Oversees the processing of all Landscape Architect and Landscape Architecture Intern registration and registration renewal applications in accordance with NRS Chapter 623A.200

Examinations

Pursuant to NRS 623A.190, oversees the administration of the Nevada State Research Examination.

Board Records

Maintains confidential credentials files and electronic database in accordance with NRS 623A.135

Enforcement

Responsible for receiving initial complaints and establishing if the complaint falls within the jurisdiction of the Board. All correspondence to the complainant and the respondent is the responsibility of the Executive Director. Responsible for introducing all cases to the Board and the Deputy Attorney General as needed for follow-up and disposition. Directs activities of the Field Enforcement Officers and coordinates with the Deputy Attorney General as required with all enforcement activities. Provides quarterly enforcement reports to the Legislative Counsel Bureau pursuant to NRS 622.100.

Legislative Session

Represents the Board at hearings and meetings as directed by the Board. Tracks bills as they are introduced for impact on the Board providing reports at quarterly meetings of the Board and more often as needed.



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE POSITION DESCRIPTION

Communications

Maintains communication with all internal and external contacts. Identifies and works to solve problems as they arise. Maintains the Nevada State Board of Landscape Architecture web-site, and all incoming correspondence. Receives and responds to correspondence, telephone calls and electronic mailings and any other form of communication to the Board.

Coordinates the activities of the Board with other State of Nevada Boards and Agencies including but not limited to correspondence, attendance at meetings, telephone contacts and project cooperation.

Coordinates the activities of the Board with professional organizations such as American Society of Landscape Architects, Council of Landscape Architect Registration Boards, Nevada Construction Industry Relations Committee and the Professional and Occupational Licensing Boards Administrative Collaborative, including correspondence, attendance at meetings, telephone contacts and project cooperation.

Payroll

Oversees all aspects of Board payroll including the completion of quarterly and year end State of Nevada and Federal Reports.

Annual Budget

Prepares and administers the annual budget in conjunction with the Board. Performs monthly financial duties including accounts payable, accounts receivable, banking and Board reports in accordance with NRS 623A.150

Annual Audit

Prepares and provides data necessary for an Annual Audit or Balance Sheet pursuant to NRS 218G.400, oversees reporting of the audit to the Legislative Counsel Bureau.

Confidentiality

Exhibits a high degree of responsibility for confidential matters. in accordance with NRS 623A.353

Assume Other Related Responsibilities as Required

Maintains knowledge of the Nevada Revised Statute (NRS), specifically governing Landscape Architecture: Chapter 623A and of Nevada Administrative Code (NAC) Chapter 623A. To operate the board within the legislative guidelines, have an understanding of the following Nevada Revised Statutes 59, 218, 237, 239, 232A, 232B, 233B, 241, 378, 279, 603, 622, 622A, 719, 721. Also, Nevada Administrative Code (NAC) 281A and State Administrative Manual (SAM). Ensures that all office policies and procedures comply with NRS Chapter 623A and NAC Chapter 623A and applicable statutes and administrative codes. Responsible for the creation and maintenance of an operations manual. Responsible for monitoring outside contractors including necessary training and evaluations. Maintains custody of the official seal.

ACCOUNT BALANCES

NAME	BALANCE
Savings 8524 - B ...	112,533.10
Checking 4998 - B...	2,056.26
CD 1498 - B of A	0.00
BofA Mastercard	119.99

DO MORE WITH QUICKBOOKS

BACKUP STATUS

 **Local:** March 01, 2021, 5:37 PM
[Back up now](#)

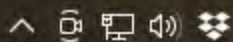
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MERCHANT SERVICE REMINDERS

Last Updated 03/08/2021 [When?](#)

You have no reminders.

WHAT'S NEW



1:06 PM
3/8/2021

9:56 AM

03/08/21

Cash Basis

Nevada State Board of Landscape Architecture
Summary Balance Sheet
As of March 5, 2021

	<u>Mar 5, 21</u>
ASSETS	
Current Assets	
Checking/Savings	114,741.59
Total Current Assets	114,741.59
Other Assets	406.90
TOTAL ASSETS	<u>115,148.49</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	119.99
Other Current Liabilities	3,646.39
Total Current Liabilities	3,766.38
Total Liabilities	3,766.38
Equity	111,382.11
TOTAL LIABILITIES & EQUITY	<u>115,148.49</u>

9:55 AM

03/08/21

Cash Basis

Nevada State Board of Landscape Architecture

Profit & Loss Budget vs. Actual

July 1, 2020 through March 5, 2021

	Jul 1, '20 - Mar 5, 21	Budget	\$ Over Bud...	% of Budget
Income				
001 · Application Fees				
002 · LA Intern(\$50)	0.00	50.00	-50.00	0.0%
003 · LARE (\$75)	700.00	175.00	525.00	400.0%
004 · Reciprocity (\$175)	1,100.00	1,500.00	-400.00	73.3%
001 · Application Fees - Other	0.00	0.00	0.00	0.0%
Total 001 · Application Fees	1,800.00	1,725.00	75.00	104.3%
010 · Exam Fees				
011 · Redline Reviewer Fee (\$50)	0.00	0.00	0.00	0.0%
012 · LARE - Late Fee (\$100)	0.00	0.00	0.00	0.0%
013 · LARE - Section C & E (\$280)	0.00	0.00	0.00	0.0%
014 · LARE - Sitting Fee (\$100/sectn)	0.00	0.00	0.00	0.0%
015 · Nevada Specific Exam (\$100)	850.00	1,000.00	-150.00	85.0%
016 · Redline Review (\$120)	0.00	0.00	0.00	0.0%
010 · Exam Fees - Other	75.00	0.00	75.00	100.0%
Total 010 · Exam Fees	925.00	1,000.00	-75.00	92.5%
020 · Interest Income	909.88	892.00	17.88	102.0%
025 · Credit Card Fee Income	0.00	1,830.00	-1,830.00	0.0%
030 · New Registration Fees				
031 · New Certificate Fee (\$50)	400.00	300.00	100.00	133.3%
032 · New License Fee - LARE (\$275)	850.00	200.00	650.00	425.0%
033 · New License Fee - Recipr (\$275)	2,000.00	2,400.00	-400.00	83.3%
034 · New Stamp Fee-Hand Stamp (\$50)	400.00	325.00	75.00	123.1%
030 · New Registration Fees - Other	0.00	0.00	0.00	0.0%
Total 030 · New Registration Fees	3,650.00	3,225.00	425.00	113.2%
040 · Registration Renewal Fees				
041 · Reinstatement Fee (\$400)	1,000.00	300.00	700.00	333.3%
042 · Renewal Delinquency Fee (\$100)	1,950.00	600.00	1,350.00	325.0%
043 · Renewal Fee LA (\$275)	64,827.00	60,600.00	4,227.00	107.0%
044 · Renewal Fee LA Intern (\$50)	50.00	100.00	-50.00	50.0%
045 · Duplicate Renewal License (\$25)	0.00	25.00	-25.00	0.0%
040 · Registration Renewal Fees - Other	0.00	0.00	0.00	0.0%
Total 040 · Registration Renewal Fees	67,827.00	61,625.00	6,202.00	110.1%
050 · Other Income				
051 · Address Change (\$15)	170.00	100.00	70.00	170.0%
052 · Nevada Blue Book (\$5)	0.00	0.00	0.00	0.0%
053 · Electronic Stamp(\$30)	165.00	50.00	115.00	330.0%
054 · Enforcement Revenue	0.00	0.00	0.00	0.0%
055 · Returned Check Fee (\$25)	25.00	25.00	0.00	100.0%
056 · Duplicate Certificate Fee (\$50)	0.00	25.00	-25.00	0.0%
057 · Processing Fee	362.00	0.00	362.00	100.0%
050 · Other Income - Other	190.00	0.00	190.00	100.0%
Total 050 · Other Income	912.00	200.00	712.00	456.0%
Total Income	76,023.88	70,497.00	5,526.88	107.8%
Cost of Goods Sold				
50000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	76,023.88	70,497.00	5,526.88	107.8%
Expense				
060 · Bank Charges				
061 · Merchant deposit fees	246.94	0.00	246.94	100.0%
060 · Bank Charges - Other	33.00	100.00	-67.00	33.0%
Total 060 · Bank Charges	279.94	100.00	179.94	279.9%

Nevada State Board of Landscape Architecture

Profit & Loss Budget vs. Actual

July 1, 2020 through March 5, 2021

	Jul 1, '20 - Mar 5, 21	Budget	\$ Over Bud...	% of Budget
070 · Board Expenses				
071 · Board Member Mtg Fee (\$150)	3,000.00	4,800.00	-1,800.00	62.5%
072 · Meals - Board Meetings	19.86	0.00	19.86	100.0%
073 · Travel - Board Meetings	0.00	0.00	0.00	0.0%
074 · Board Special Event	0.00	0.00	0.00	0.0%
075 · Miscellaneous Board Expenses	0.00	0.00	0.00	0.0%
070 · Board Expenses - Other	0.00	0.00	0.00	0.0%
Total 070 · Board Expenses	3,019.86	4,800.00	-1,780.14	62.9%
080 · CLARB Affiliation Dues	5,640.00	5,820.00	-180.00	96.9%
090 · CLARB Annual Meeting Expenses				
091 · Board Member Per Diem (\$150)	600.00	600.00	0.00	100.0%
092 · CLARB Representative Expenses	0.00	0.00	0.00	0.0%
093 · Annual Meeting Registration	0.00	0.00	0.00	0.0%
094 · Travel	0.00	0.00	0.00	0.0%
095 · Meals	0.00	0.00	0.00	0.0%
096 · Lodging	0.00	0.00	0.00	0.0%
090 · CLARB Annual Meeting Expenses - Other	0.00	0.00	0.00	0.0%
Total 090 · CLARB Annual Meeting Expenses	600.00	600.00	0.00	100.0%
100 · Education & Training				
101 · Registration	0.00	200.00	-200.00	0.0%
102 · Meals	0.00	150.00	-150.00	0.0%
103 · Lodging	0.00	100.00	-100.00	0.0%
104 · Travel	0.00	0.00	0.00	0.0%
100 · Education & Training - Other	0.00	0.00	0.00	0.0%
Total 100 · Education & Training	0.00	450.00	-450.00	0.0%
105 · FARB				
106 · Registration	0.00	0.00	0.00	0.0%
107 · Lodging	0.00	0.00	0.00	0.0%
108 · Meals	0.00	0.00	0.00	0.0%
109 · Travel	0.00	0.00	0.00	0.0%
105 · FARB - Other	0.00	0.00	0.00	0.0%
Total 105 · FARB	0.00	0.00	0.00	0.0%
110 · LARE Exam Expenses				
111 · Exam Room Rental	0.00	0.00	0.00	0.0%
112 · Proctor Expenses	0.00	0.00	0.00	0.0%
113 · LARE Exams (\$280)	0.00	0.00	0.00	0.0%
114 · Redline & Standard Review \$120	0.00	0.00	0.00	0.0%
115 · Redline Reviewer Fees	0.00	0.00	0.00	0.0%
110 · LARE Exam Expenses - Other	0.00	0.00	0.00	0.0%
Total 110 · LARE Exam Expenses	0.00	0.00	0.00	0.0%
120 · NCIRC				
121 · Board Member NCIRC Mtg Fee \$150	0.00	150.00	-150.00	0.0%
122 · Miscellaneous - NCIRC	0.00	0.00	0.00	0.0%
123 · Travel - NCIRC	0.00	0.00	0.00	0.0%
120 · NCIRC - Other	0.00	0.00	0.00	0.0%
Total 120 · NCIRC	0.00	150.00	-150.00	0.0%

Nevada State Board of Landscape Architecture

Profit & Loss Budget vs. Actual

July 1, 2020 through March 5, 2021

	Jul 1, '20 - Mar 5, 21	Budget	\$ Over Bud...	% of Budget
130 · Office Expenses				
131 · Grasshopper	0.00	0.00	0.00	0.0%
132 · DoIT Email & Web Hosting	1,245.90	2,125.00	-879.10	58.6%
133 · Miscellaneous Office Expense	43.21	400.00	-356.79	10.8%
134 · Licensee Stamp	287.00	760.00	-473.00	37.8%
135 · Computer Updates & Maint	1,130.02	1,000.00	130.02	113.0%
136 · Office Rent	3,352.88	5,040.00	-1,687.12	66.5%
137 · Office Supplies	30.38	350.00	-319.62	8.7%
138 · Post Office Box Rent	0.00	210.00	-210.00	0.0%
139 · Postage & Delivery	19.20	350.00	-330.80	5.5%
140 · Printing & Reproduction	0.00	100.00	-100.00	0.0%
141 · Telephone, Fax & Internet	636.65	1,000.00	-363.35	63.7%
142 · Merchant Services Fees	0.00	1,830.00	-1,830.00	0.0%
145 · Capital Equipment & Furniture	162.39	1,000.00	-837.61	16.2%
130 · Office Expenses - Other	0.00	0.00	0.00	0.0%
Total 130 · Office Expenses	6,907.63	14,165.00	-7,257.37	48.8%
147 · Outside Services				
148 · Web Software	1,400.00	13,020.00	-11,620.00	10.8%
147 · Outside Services - Other	0.00	0.00	0.00	0.0%
Total 147 · Outside Services	1,400.00	13,020.00	-11,620.00	10.8%
150 · Payroll Expenses				
151 · Enforcement Officer	0.00	0.00	0.00	0.0%
152 · Executive Director	31,333.32	40,700.00	-9,366.68	77.0%
153 · Executive Director - Bonus	0.00	0.00	0.00	0.0%
154 · Mileage	23.04	300.00	-276.96	7.7%
155 · Nevada Business Tax	0.00	0.00	0.00	0.0%
156 · Payroll Penalties & Interest	0.00	0.00	0.00	0.0%
157 · Payroll Taxes	2,635.48	3,270.00	-634.52	80.6%
158 · Deputy Executive Director	0.00	0.00	0.00	0.0%
159 · Payroll Service	500.00	500.00	0.00	100.0%
150 · Payroll Expenses - Other	13.99	0.00	13.99	100.0%
Total 150 · Payroll Expenses	34,505.83	44,770.00	-10,264.17	77.1%
160 · Professional Fees				
161 · Accountant	0.00	0.00	0.00	0.0%
162 · Bookkeeping	3,851.25	3,750.00	101.25	102.7%
163 · Attorney General's Office	3,380.46	5,000.00	-1,619.54	67.6%
164 · Legislative Bill Tracker	0.00	0.00	0.00	0.0%
165 · Legislative Counsel Bureau	0.00	1,000.00	-1,000.00	0.0%
166 · Legislative Session	0.00	3,000.00	-3,000.00	0.0%
167 · Liability Insurance	470.14	550.00	-79.86	85.5%
168 · Temporary Office Help	0.00	0.00	0.00	0.0%
169 · Attorney - Board Hire	0.00	0.00	0.00	0.0%
160 · Professional Fees - Other	0.00	0.00	0.00	0.0%
Total 160 · Professional Fees	7,701.85	13,300.00	-5,598.15	57.9%
170 · Registration Renewal Expenses				
171 · Mailing Renewal Forms	0.00	0.00	0.00	0.0%
172 · Printing Renewal Forms	0.00	0.00	0.00	0.0%
170 · Registration Renewal Expenses - Other	0.00	0.00	0.00	0.0%
Total 170 · Registration Renewal Expenses	0.00	0.00	0.00	0.0%
200 · Publications				
201 · Nevada Blue Book	0.00	0.00	0.00	0.0%
200 · Publications - Other	0.00	0.00	0.00	0.0%
Total 200 · Publications	0.00	0.00	0.00	0.0%

9:55 AM

03/08/21

Cash Basis

Nevada State Board of Landscape Architecture

Profit & Loss Budget vs. Actual

July 1, 2020 through March 5, 2021


	Jul 1, '20 - Mar 5, 21	Budget	\$ Over Bud...	% of Budget
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
999 · FY04	0.00	0.00	0.00	0.0%
Total Expense	60,055.11	97,175.00	-37,119.89	61.8%
Net Income	15,968.77	-26,678.00	42,646.77	-59.9%


The State of Occupational Licensing in Nevada – Summary of Findings and Recommendations

The American Institutes for Research (AIR) supported the Nevada Governor’s Office of Workforce Innovation (OWINN) in the process of reexamining the occupational licensing (OL) requirements for the state with a focus on efforts to better serve dislocated workers, transitioning service members, and veterans. The goal was to identify existing policies that create unnecessary barriers to the labor market.

This is a summary of the findings and recommendations detailed in the report, “The State of Occupational Licensing in Nevada,” that AIR submitted to OWINN in December 2020. To inform this work, AIR collected and analyzed publicly available OL information for 111 licensed occupations in Nevada¹ and interviewed staff members from 15 occupational licensing boards². We also collected and analyzed publicly available information on a subset of 25 of the 111 occupations across five comparison states: Colorado, South Dakota, Wyoming, Vermont, and Montana. All information was collected between June and August 2020. The most salient findings and recommendations are identified in this summary

Findings.³

 **Good moral character.** Data collection efforts revealed that 84% of the 111 licensed occupations in Nevada stipulate a good moral character (GMC) requirement for applicants. However, interviews with select Nevada occupational licensing board members and staff revealed a broad scope of criteria used to determine if an individual is of "good moral character." While some boards rely on the applicant's criminal history, others rely on character references, while for others the process is not clear.

 **Financial Burden.** The average cost for initial licensure for applicants was found to be \$1,022 for the 111 licensed occupations in Nevada. To retain licensure, the average total renewal cost per year was found to be \$401. These costs are the highest within the manufacturing and construction industries in Nevada.






Across the comparison states and Nevada, for the subset of 25 occupations, the average cost for initial licensure for applicants ranged from \$582 (in Colorado) to \$1,031 (in Nevada), and the average total renewal cost per year ranged from \$30 (in Colorado) to \$182

¹ Most occupations researched as a part of this study are those for which an individual is granted a license. The Nevada State Board of Contractors does not license individuals—it licenses businesses. In order to receive a contractor’s license, a business is required to have at least one individual who is qualified to oversee the day-to-day business transactions and actual work being performed. As such, the AIR team gathered information on these requirements for contractor classifications.

² Interviews were conducted virtually in November 2020.

³ The Findings and Discussion section of the report includes a more detailed discussion and additional findings.

(in Nevada). Thus, Nevada had the highest costs both for initial licensure and for yearly renewals.

-  **Education and experience.** Some occupations in Nevada (e.g., architecture) were found to require a higher level of education than any of the comparison states required for the same licensed occupation. On the other hand, for the subset of 25 occupations, Nevada has a lower percentage of occupations that require industry experience (24%) than do any of the comparison states.
-  **Reciprocity agreements and endorsement.**⁴ Only one of the 111 licensed occupations in Nevada publicly shared information about reciprocity information online. For the subset of 25 occupations, Nevada was found to offer licensure by endorsement provisions more often than the comparison states.
-  **Compacts.** Across the 111 occupations, Nevada participates in two compacts—the Psychology Interjurisdictional Compact (PSYPACT) and the Interstate Medical Licensure Compact (IMLC)—out of a possible seven compacts.
-  **Licensee information.** In terms of the type of licensee information provided to the public, the extent of information available varied across Nevada licensing boards. While licensee names were published for most occupations (77%), fewer boards included details about disciplinary actions (28%) on their websites.
-  **Populations of Interest:**
 - ❖ With regard to justice-involved individuals, blanket bans for individuals were found for 5% of the 111 licensed occupations in Nevada and only 12% of these occupations provided information on predetermination processes.
 - ❖ Very few occupational licensing exams are offered in more than one language (3%) or offer interpreters for foreign-trained professionals or individuals who speak English as a second language (3%).
 - ❖ Overall, less than half of the licensed occupation in Nevada offer either initial fee waivers (20%) or discounts (17%) for military-related populations.
 - ❖ Of the 111 Nevada occupations studied no provisions were found that catered to economically disadvantaged populations.

⁴ Due to a lack of shared vocabulary across occupational licensing (OL) boards, the AIR team relied on definitions and provisions for reciprocity and endorsement (outlined in Nevada Revised Statutes 622) to ensure consistency in the information being collected. See Appendix D for definitions used by the AIR team.

- ✚ **Board composition.** All 15 boards that were interviewed reported having at least one member of the public on the board. Also, the boards in our sample that regulate multiple occupations shared that board member composition reflects the distribution of licensed members, ensuring representation of all occupations regulated by the board.

Recommendations

- ✚ **Good moral character.** In the interest of aligning licensing requirements with job relevance, ***the need for a good moral character (GMC) requirement could be reassessed.*** In instances where it is determined that the requirement is relevant to the occupation, we encourage ***inclusion of the specific criteria*** on which an applicants' character is assessed to ***promote transparency and clarity for applicants.***
- ✚ **Cost of licensing.** Large fees, which are a particular concern for individuals who are economically disadvantaged, unemployed, or pursuing a low-wage occupation, can deter applicants from pursuing a career in a licensed profession since they place an additional financial burden on them (on top of the financial burden they may already face as a result of required education and training). Based on the findings, especially with respect to the comparison states, ***we recommend that fee structures be reevaluated, particularly for lower wage occupations, to reduce applicant financial burden.*** In instances where this may not be feasible due to limited funds or reserves, consideration could be given to developing more cost-effective staffing structures and/or identifying process efficiencies that could alleviate some financial burden (e.g., sharing services with other boards).
- ✚ **Education and experience.** Consider conducting a ***comparative analysis of Nevada's education and experience requirements to those in other states*** to determine whether there are any existing differences in the current minimum education requirements. Then ***evaluate these requirements with respect to public safety.***

Based on the comparison state findings, Nevada might benefit from reviewing education/training and industry experience licensing requirements ***to identify occupations where some industry experience could replace education/training hours.***
- ✚ **Reciprocity and endorsement.** Nevada might ***benefit from identifying opportunities to engage in reciprocity agreements with other states*** that have similar occupational qualifications. Also, there is a need for ***shared vocabulary*** around reciprocity and endorsement to ensure that licensing boards, applicants, and policymakers are referring to the same concepts.

- ✚ **Interstate compacts.** If Nevada participates in more *compacts*, it could help *increase worker mobility and combat the demand/shortages of licensed workers*.
- ✚ **Licensee information.** In the interest of consumer safety and awareness, Nevada could *consider making board disciplinary action information publicly available*, such as on occupational licensing board websites.
- ✚ **Special populations:**
 - ❖ *Blanket bans for justice-involved individuals could be reconsidered*, and more occupational licensing (OL) boards might want to consider including information about predetermination processes on their websites.
 - ❖ Identifying *provisions for immigrant populations and education and/experience equivalencies* could help to improve workforce shortages in certain industries.
 - ❖ In light of the financial burden that licensing fees place on applicants, and to increase the rate of employment, *waivers and/or discounts for applicants who are economically disadvantaged* could be considered.
- ✚ **Board composition.** Licensing boards should consider *ensuring that fewer than 50% of voting board members are practitioners* to reduce the risk of the board passing self-interested regulations. State boards composed of a majority of active market participants and not actively supervised by the state are subject to anti-trust laws, unlike other state agencies, which are usually exempt from such laws (North Carolina State Board of Dental Examiners v. Federal Trade Commission, 2015).

For details regarding the methodology of this research, the data elements collected, and detailed findings, please refer to the full report developed by AIR – available by request from OWINN.

Nevada State Board of Landscape Architecture



Application for Professional Registration
Please Type or Print Legibly in Black Ink Completing All Sections

RECEIVED
NOV 03 2020
Nevada State Board of
Landscape Architecture

Nonrefundable Application Fee Registration by Examination \$175.00
Nonrefundable Application Fee Registration by Reciprocity \$100.00

All returned exams must be delivered to the Board office at least 2 weeks prior to the meeting in order to be approved.

Section 1 Identifying information

Last Name Lofstedt		First Name Gavin		Date of Birth <div style="background-color: black; width: 100px; height: 20px;"></div>
Place of Birth Lihue, HI	Social Security Number <div style="background-color: black; width: 100px; height: 20px;"></div>	Citizenship or Legal Residence U.S. Citizen		
Residence Address 1350 lone Pass Trail				
City Reno	State NV	Zip code 89523	Home Telephone (530) 386-1170	
Business Name EARTH PLANS, LLC				
Business Address P.O. Box 831				
City Lihue	State HI	Zip code 96766	Business Telephone (530) 386-1170	
Facsimile Number N/A		Electronic Mail Address(s) gavinlofstedt@gmail.com		
<p>Have you ever served in the military? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, Which Branch(es) of Service? (Circle all that apply) Army/Army Reserve; Marine Corps/Marine Corps Reserve; Navy/Navy Reserve; Air Force/Air Force Reserve; Coast Guard/Coast Guard Reserve; National Guard.</p> <p>What was your Military Occupation or Specialty? _____</p> <p>What were your Date(s) of Service: _____</p> <p>If the answer to any of the following questions is "yes" attach a detailed explanatory statement.</p> <div style="display: flex; justify-content: space-between;"> <div> <p>1. Have you ever been convicted of a misdemeanor or gross misdemeanor?</p> <p>2. Have you ever been convicted of a felony?</p> </div> <div style="text-align: right;"> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> </div> </div>				

Applicant Name _____ Date Submitted _____
Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 2 Landscape Architect Registration

Registration by Examination Candidates may omit this section

Registration by Reciprocity Candidates-List all states or provinces of Canada, which have issued you a certificate of registration, use additional sheets if needed.

- **Submit verification from your home state of registration or province of Canada that you are/were active and registered in good standing, with no disciplinary action ever taken and that you received a minimum passing score of 75 percent on each section of the national examination.**
- **Submit verification from each additional state or province of Canada that you are/were active and registered in good standing, with no disciplinary action ever taken.**

1. Name of State or Province of Canada

California

Date of Registration

06/26/2014

Address of Board issuing Certificate of Registration

Landscape Architects Technical Committee, 2420 Del Paso Rd., #105

City, Zip code

Sacramento, CA 95834

E-mail address of Board Issuing Certificate of Registration

latc@dca.ca.gov

Registration Number

LA 6015

2. Name of State or Province of Canada

Texas

Date of Registration

10/26/2018

Address of Board issuing Certificate of Registration

Texas Board of Architectural Examiners, 333 Guadalupe St., #2-350

City, Zip code

Austin, TX 78701

E-mail address of Board Issuing Certificate of Registration

customerservice@tbae.texas.gov

Registration Number

LA 3428

3. Name of State or Province of Canada

Hawaii

Date of Registration

01/22/2019

Address of Board issuing Certificate of Registration

Professional & Vocational Licensing Division, 333 Merchant St., #301

City, Zip code

Honolulu, HI 96813

E-mail address of Board Issuing Certificate of Registration

pvl@dcca.hawaii.gov

Registration Number

LA 18357

Professional Organizations

Please provide a list of professional organizations of which you are a member.

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 3 Professional Practice

For Registration by Examination Candidates-State in chronological order the name and address of each employer. Use additional sheets as needed. Please include with your application a completed Post Graduate Work Verification Form for each employer listed.

<http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/ProfessionalExperienceVerificationForm.pdf>

For Registration by Reciprocity Candidates-Provide verification of 2 or more years of active engagement in full-time practice as a Registered Landscape Architect. Use as many forms as needed to provide verification for 2 years.

<http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/ProfessionalExperienceVerificationForm.pdf>

Council of Landscape Architect Registration Board Certificate holders may omit this section.

Name of Employer The Guzzardo Partnership, Inc.			Dates of Employment 10/06/14 - 06/30/19	
Address 181 Greenwich Street		City San Francisco	State CA	Zip code 94111
Title of Position Held Landscape Architect / Project Manager		Duties Performed Designed and managed landscape architecture projects of large-scale commercial properties throughout the Bay Area.		
Describe in Particular Duties Performed in the field of Landscape Architecture Schematic design all the way through construction documentation and administration. Designs included fine grading, planting, irrigation layout, construction detailing, tree disposition, hardscape layouts, specifications, and 3D renderings.				
Name of Employer			Dates of Employment	
Address		City	State	Zip code
Title of Position Held		Duties Performed		
Describe in Particular Duties Performed in the field of Landscape Architecture				
Name of Employer			Dates of Employment	
Address		City	State	Zip code
Title of Position Held		Duties Performed		
Describe in Particular Duties Performed in the field of Landscape Architecture				

NOTE:

Paul Lettieri, former Employer at The Guzzardo Partnership has filled-out and proactively mailed the supplemental Professional Experience Verification Form to the Nevada State Board on 10/29/20. Thus not included in this application package.

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 4 Professional References

All Candidates-Submit 4 professional references, 2 from registered landscape architects and 2 from other licensed professionals in a related design profession who have direct knowledge of your professional abilities. All references must be stamped by the person providing the reference. <http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/LandscapeArchitectReferenceForm.pdf>

1. Name of Landscape Architect Haiyun Li			Nature of Relationship Former Colleague
Address 204 Bayswater Avenue	City Burlingame	State CA	Zip code 94010
2. Name of Landscape Architect Ian Williams			Nature of Relationship Former Colleague
Address 350 Union Street, APT 606	City San Francisco	State CA	Zip code 94133
3. Name of Professional Reference Nina Munj			Nature of Relationship Former Colleague
Address 355 1st Street, Apt. 2205	City San Francisco	State CA	Zip code 94105
2. Name of Professional Reference Dan Kirby			Nature of Relationship Former Colleague
Address Arc Tec, Inc. 1731 Technology Dr., Suite 750	City San Jose	State CA	Zip code 95110

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016



Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

APPLICANT NAME: Gavin Lofstedt

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? Five years
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
Architect-landscape architect consultant work on projects, weekly interaction
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations X
 2. Recommend as qualified and competent _____
 3. Recommend with some reservation _____
 4. Do not recommend _____
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	X				
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Daniel S. Kirby, AIA, LEED GA

Licensed Professional? ☒ Yes ☐ No

Profession: Architect

Signature: Daniel S. Kirby

License #/State: C-19463 / California

(Pursuant to NAC 623A.120 place state stamp over signature)

Date: October 21, 2020





**Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM**

APPLICANT NAME: Gavin Lofstedt

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? Used to work in the same company
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
Office / daily
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations ✓
 2. Recommend as qualified and competent _____
 3. Recommend with some reservation _____
 4. Do not recommend _____
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	x				
Professional Integrity	x				
Character (honesty, ethics)	x				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Haiyun Li

Licensed Professional? ☒ Yes ☐ No
Profession: _____

Signature: _____ License #/State: # 6529 / CA
(Pursuant to NAC 623A.120 place state stamp over signature)

Date: 10/21/2020





Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

APPLICANT NAME: Gavin Lofstedt

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? 10 years
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
Educational institutions; daily, for several years
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations X
 2. Recommend as qualified and competent _____
 3. Recommend with some reservation _____
 4. Do not recommend _____
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	X				
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Ian Williams

Licensed Professional? ☒ Yes ☐ No

Profession: Landscape Architect

Signature: _____
(Pursuant to NAC 623A.1)



License #/State: LA 6250, California

(p over signature)

Date: 10/21/2020



Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

APPLICANT NAME: Garvin Lofstedt

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? Ten (10) Years
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
educational institutions & professionally
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations X
 2. Recommend as qualified and competent _____
 3. Recommend with some reservation _____
 4. Do not recommend _____
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	X				
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Nina Munj

Licensed Professional? ☒ Yes ☐ No
Profession: Structural Engineer

Signature: Nina Munj

License #/State: C81364 California

(Pursuant to NAC 623A.120 place state stamp over signature)



Date: 10/21/2020

Section 5 Education

All Candidates-State in chronological order the name and address of each institution attended, the dates spent at each, major, indicate the degree received if applicable and the year of graduation. Use additional sheets if needed.

Registration by Examination Candidates-Arrange to have transcripts from all educational institutions forwarded to the Nevada State Board of Landscape Architecture.

Council of Landscape Architect Registration Board Certificate holders may omit this section.

1. Name of Institution California Polytechnic State University, San Luis Obispo			Graduation Date 03/20/2012
Address 1 Grand Avenue	City San Luis Obispo	State CA	Zip code 93407
Degree Received Bachelor of Landscape Architecture		Major Landscape Architecture	Dates Attended 09/2008 - 03/2012
2. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received		Major	Dates Attended
3. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received		Major	Dates Attended
4. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received		Major	Dates Attended

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Name: Gavin Lofstedt
Student ID: [REDACTED]

Official Transcript

Institution Info: California Polytechnic State University
San Luis Obispo, CA 93407

SSN: [REDACTED]
Birthdate: [REDACTED]
Print Date: May 7, 2019

Send To: Gavin W Lofstedt

Transfer Credits

Transfer Credit from Truckee Meadows Community College
Applied Toward Undergraduate

Course Trans GPA:	3.700	Transfer Totals:	Attempted	Earned	GPA Units	Points
			15.000	15.000	15.000	55.500

Transfer Credit from University of Nevada - Reno
Applied Toward Undergraduate

Course Trans GPA:	3.200	Transfer Totals:	Attempted	Earned	GPA Units	Points
			24.000	24.000	22.500	72.000

Transfer Credit from Cuesta College
Applied Toward Undergraduate

Course Trans GPA:	3.250	Transfer Totals:	Attempted	Earned	GPA Units	Points
			54.000	54.000	54.000	175.500

Transfer Credit from California Lutheran University
Applied Toward Undergraduate

Course Trans GPA:	1.909	Transfer Totals:	Attempted	Earned	GPA Units	Points
			18.000	18.000	15.500	31.500

Beginning of Undergraduate Record

Fall Quarter 2008

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
ARCH 217	Hist of Arch: Prehist-Mid Ages	4.000	4.000	C	8.000
EDES 101	Intro to Architecture and EDES	2.000	2.000	CR	0.000
Grading Basis:	Credit / No Credit				
GEOG 300	Geography of United States	4.000	4.000	C+	9.200
LA 101	Intro: Landscape Architecture	4.000	4.000	B+	13.200

Term GPA	2.533	Term Totals	Attempted	Earned	GPA Units	Points
			14.000	14.000	12.000	30.400
CPSLO GPA	2.533	CPSLO Totals			12.000	30.400
			14.000	14.000	12.000	30.400
Cumulative GPA	3.041	Cum Totals			120.000	364.900
			125.000	125.000	120.000	364.900

Winter Quarter 2009

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
CRP 212	Intro to Urban Planning	4.000	4.000	C	8.000
LA 130	Landscape Interpretation	4.000	4.000	B-	10.800
LA 211	Hist LA: Ancient Civ-Colonial Am	4.000	4.000	B+	13.200
SS 121	Introductory Soil Science	4.000	4.000	B	12.000

Term GPA	2.750	Term Totals	Attempted	Earned	GPA Units	Points
			16.000	16.000	16.000	44.000
CPSLO GPA	2.657	CPSLO Totals			28.000	74.400
			30.000	30.000	28.000	74.400
Cumulative GPA	3.007	Cum Totals			141.000	408.900
			141.000	141.000	136.000	408.900

Spring Quarter 2009

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
AERO 310	Air and Space	4.000	4.000	B	12.000
LA 170	Principles of Design Comm	4.000	4.000	B+	13.200
LA 212	Hist Modern/Contemporary LA	4.000	4.000	A-	14.800
LA 221	Calif Plants/Plant Communities	4.000	4.000	C	8.000

Term GPA	3.000	Term Totals	Attempted	Earned	GPA Units	Points
			16.000	16.000	16.000	48.000
CPSLO GPA	2.782	CPSLO Totals			44.000	122.400
			46.000	46.000	44.000	122.400
Cumulative GPA	3.006	Cum Totals			152.000	456.900
			157.000	157.000	152.000	456.900

Fall Quarter 2009

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
LA 202	Design Fundamentals I	4.000	4.000	B+	13.200
LA 220	Landscape Ecology	4.000	4.000	C+	9.200
LA 243	Matrix/Techniques Landsc Const	4.000	4.000	A-	14.800
LA 320	Design Theory for LA	4.000	4.000	B	12.000

Term GPA	3.075	Term Totals	Attempted	Earned	GPA Units	Points
			16.000	16.000	16.000	49.200
CPSLO GPA	2.860	CPSLO Totals			60.000	171.600
			62.000	62.000	60.000	171.600
Cumulative GPA	3.013	Cum Totals			168.000	506.100
			173.000	173.000	168.000	506.100

Winter Quarter 2010

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
ENGL 347	African American Literature	4.000	4.000	D+	5.200
LA 203	Design Fundamentals II	4.000	4.000	A-	14.800
LA 241	Site Engng Techniques/Apps	4.000	4.000	B	12.000
LA 370	Professional Practice	4.000	4.000	C-	6.800

Term GPA	2.425	Term Totals	Attempted	Earned	GPA Units	Points
			16.000	16.000	16.000	38.800
CPSLO GPA	2.768	CPSLO Totals			78.000	210.400
			78.000	78.000	78.000	210.400
Cumulative GPA	2.961	Cum Totals			184.000	544.900
			189.000	189.000	184.000	544.900

Spring Quarter 2010

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
LA 204	Design Fundamentals III	4.000	4.000	B	12.000
LA 242	Implementation Strategies	4.000	4.000	C	8.000
LA 317	Spatial Data & Geo Info Tech	4.000	4.000	A-	14.800
LA 371	Internship	3.000	3.000	CR	0.000
Grading Basis:	Credit / No Credit				

Term GPA	2.900	Term Totals	Attempted	Earned	GPA Units	Points
			15.000	15.000	12.000	34.800
CPSLO GPA	2.786	CPSLO Totals			88.000	245.200
			93.000	93.000	88.000	245.200
Cumulative GPA	2.958	Cum Totals			196.000	579.700
			204.000	204.000	196.000	579.700



Cem Sunata

Cem Sunata, Registrar
Office of the Registrar

Name: Gavin Lofstedt
Student ID: [REDACTED]

Official Transcript

Summer Quarter 2010

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
LA S404	Cultural Environ Dsgn Studio	4.000	4.000	B	12.000
LA S437	3D Digital Design Comms (ILC)	4.000	4.000	B	12.000
LA S471	Selected Advanced Lab	4.000	4.000	A	16.000
Course Topic: LA S471	Built Envrn: Issues & Ed				
Course Topic: LA S471	Selected Advanced Lab	4.000	4.000	A	16.000
Course Topic: LA S471	Built Envrn: Issues & Ed				
		Attempted	Earned	GPA Units	Points
Term GPA	3.500	Term Totals	16.000	16.000	56.000
CPSLO GPA	2.896	CPSLO Totals	109.000	109.000	301.200
Cumulative GPA	2.999	Cum Totals	220.000	220.000	635.700
Term Honor:	Dean's List				

Fall Quarter 2010

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
EHS 232	Plant Materials II	4.000	4.000	D	4.000
LA 330	Cultural Landscapes	4.000	4.000	B	12.000
LA 402	Design Theory and Exploration	4.000	4.000	A	16.000
LA 435	Professional Practice (ILC)	4.000	4.000	B	12.000
		Attempted	Earned	GPA Units	Points
Term GPA	2.750	Term Totals	16.000	16.000	44.000
CPSLO GPA	2.877	CPSLO Totals	125.000	125.000	345.200
Cumulative GPA	2.981	Cum Totals	236.000	236.000	679.700

Winter Quarter 2011

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
BIO 227	Wildlife Conservation Biology	4.000	4.000	D	4.000
LA 403	Natural Environ Design Studio	4.000	4.000	A-	14.800
LA 432	Landscape Ecology Apps (ILC)	4.000	4.000	B+	13.200
MATH 119	Precalculus Trigonometry	4.000	4.000	C	8.000
		Attempted	Earned	GPA Units	Points
Term GPA	2.500	Term Totals	16.000	16.000	40.000
CPSLO GPA	2.832	CPSLO Totals	141.000	141.000	385.200
Cumulative GPA	2.950	Cum Totals	252.000	252.000	719.700

Spring Quarter 2011

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
EHS 231	Plant Materials I	4.000	4.000	D	4.000
LA 405	Project Design/Implementation	4.000	4.000	A	16.000
LA 437	3D Digital Design Comms (ILC)	4.000	4.000	A	16.000
		Attempted	Earned	GPA Units	Points
Term GPA	3.000	Term Totals	12.000	12.000	36.000
CPSLO GPA	2.846	CPSLO Totals	153.000	153.000	421.200
Cumulative GPA	2.952	Cum Totals	264.000	264.000	755.700

Summer Quarter 2011

Program: Undergraduate
Plan: Landscape Architecture
Session: Eight Week - First

Course	Description	Attempted	Earned	Grade	Points
LA 405	Project Design/Implementation	4.000	4.000	B+	13.200
LA 436	Tradit/Digit Media Comms (ILC)	4.000	4.000	B	12.000
		Attempted	Earned	GPA Units	Points
Term GPA	3.150	Term Totals	8.000	8.000	25.200
CPSLO GPA	2.862	CPSLO Totals	161.000	161.000	446.400
Cumulative GPA	2.956	Cum Totals	272.000	272.000	780.900

Fall Quarter 2011

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
LA 461	Senior Design Project Studio	4.000	4.000	A-	14.800
		Attempted	Earned	GPA Units	Points
Term GPA	3.700	Term Totals	4.000	4.000	14.800
CPSLO GPA	2.883	CPSLO Totals	165.000	165.000	461.200
Cumulative GPA	2.969	Cum Totals	276.000	276.000	795.700

Winter Quarter 2012

Program: Undergraduate
Plan: Landscape Architecture
Session: Regular Academic Session

Course	Description	Attempted	Earned	Grade	Points
LA P402	Design Theory and Exploration	4.000	4.000	A-	14.800
		Attempted	Earned	GPA Units	Points
Term GPA	3.700	Term Totals	4.000	4.000	14.800
CPSLO GPA	2.902	CPSLO Totals	169.000	169.000	476.000
Cumulative GPA	2.980	Cum Totals	280.000	280.000	810.500

Degrees Awarded

Degree: Bachelor of Landscape Architecture
Confer Date: Mar 20, 2012
Plan: Landscape Architecture

Undergraduate Career Totals

	Attempted	Earned	GPA Units	Points
CPSLO GPA:	2.902	CPSLO Totals	169.000	169.000
Cumulative GPA	2.980	Cum Totals	280.000	280.000

End of Transcript



Cem Sunata

Cem Sunata, Registrar
Office of the Registrar

Section 5 Education

All Candidates-State in chronological order the name and address of each institution attended, the dates spent at each, major, indicate the degree received if applicable and the year of graduation. Use additional sheets if needed.

Registration by Examination Candidates-Arrange to have transcripts from all educational institutions forwarded to the Nevada State Board of Landscape Architecture.

Council of Landscape Architect Registration Board Certificate holders may omit this section.

1. Name of Institution California Polytechnic State University, San Luis Obispo			Graduation Date 03/20/2012
Address 1 Grand Avenue	City San Luis Obispo	State CA	Zip code 93407
Degree Received Bachelor of Landscape Architecture		Major Landscape Architecture	Dates Attended 09/2008 - 03/2012
2. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received		Major	Dates Attended
3. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received		Major	Dates Attended
4. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received		Major	Dates Attended

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016


Gavin William Lofstedt

Profession: Landscape Architect #3428 • Expiration Date: 4/30/2021 • Registration Status: Active • Application Type: Registrant




Your Information

-  License Renewal/Acct Balance \$0.00
-  Registration Information
-  Update Personal Information
-  Current Certificate ( pdf format)
-  Exam Information
-  Continuing Education
-  Change your Account Password
-  Previous Correspondence & eReceipts
-  Add Another License



Requests

-  Request a Change of Status

Orders

-  Order Wall Certificate *(more info...)*
-  Order a Duplicate Pocket Card *(more info...)*
-  Order Certificate of Standing *(more info...)*

Miscellaneous

-  Enter a Complaint
-  Upload Files

10/28/2020 1:56:52 PM



MyPVL

DCCA Professional Vocational Licensing

[My Licenses](#) [My Applications](#) [Inbox](#)

License Details

[Renew License](#)[Help](#)[License Info](#) [Renewal History](#) [License Classes](#) [Insurance/Bond](#)[Print Wall Certificate](#)[Print Pocket ID](#)**License ID**

LA-18357

Legal License Name

GAVIN LOFSTEDT

Status

CURRENT, VALID & IN GOOD STANDING

Entity Type

INDIVIDUAL

Active/Inactive

ACTIVE

Original License Date

01/22/2019

Expiration Date

04/30/2022

Restriction

--

Trade/Professional Name

--

Special Privilege

--

Conditions & Limitations

--

Class Prefix

--

Business Code

--

Educational Code

--

Residential Address2631 A STREET, APT. 8, SAN DIEGO, CA
92102**Mailing Address**

--

Business Address

--

Current Date / Time:OCTOBER 28, 2020
11:45:55 AM[Back to My Licenses](#)[Disclaimer](#)**PVL, Department of Commerce & Consumer Affairs**King Kalakaua Building (aka United States Post Office Custom House and Court House) 335
Merchant Street, Honolulu, Hawaii 96813

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LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

ISSUANCE DATE

JUNE 26, 2014

EXPIRATION DATE

APRIL 30, 2021


CURRENT DATE / TIME

OCTOBER 28, 2020
11:33:37 AM

LICENSING DETAILS FOR: 6015

NAME: LOFSTEDT, GAVIN W

LICENSE TYPE: LANDSCAPE ARCHITECT

LICENSE STATUS: CLEAR 

ADDRESS

2631 A STREET APT 8
SAN DIEGO CA 92102
SAN DIEGO COUNTY

[MAP](#)

IMPORTANT LINKS



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AFFIDAVIT

I certify the information contained in this application to be truthful, complete and accurate.

I acknowledge that the Nevada State Board of Landscape Architecture will compile and evaluate a record containing all aspects of my education, experience, moral character and reputation. I agree to provide any additional information as requested by the Board. I hereby authorize any individual, company or institution with whom I have been associated to furnish to the Nevada State Board of Landscape Architecture any information concerning my qualifications for professional registration in Nevada which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

I attest that if I am subject to a court order for child support of one or more children that I am not out of compliance with the order or with a plan approved by the District Attorney or other public agency enforcing the order for repayment in the amount owed pursuant to the order.

I acknowledge that any statements, papers or documents received by the Board in its investigation may be transmitted by the Board to the Council of Landscape Architectural Registration Boards or other political subdivisions registering landscape architects as requested.

I attest that I am a citizen of the United States or that I am lawfully entitled to remain and work in the United States.

Signature of Applicant *[Signature]* Date 10/30/20

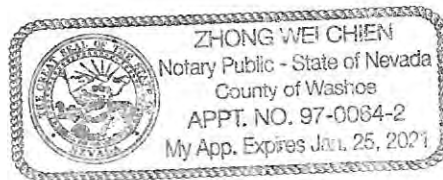
State of NEVADA County of WASHOE

Being first duly sworn, deposes and says: I am the applicant named in this application, have read and understand the contents thereof, and to the best of my knowledge and belief, the foregoing statements are true and correct in every respect.

Subscribed and sworn to before me this 30 day of OCTOBER, 2020

Signature of Notary Public *[Signature]* my commission expires 1/25/2021

NOTARY SEAL

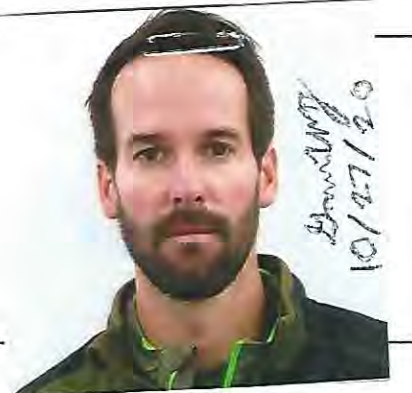


Mail should be sent to (choose one)

home address X

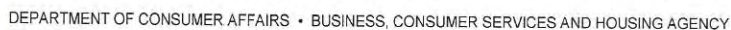
office address _____

Please securely attach a recognizable photo (2"x 2 1/2"). Photo must be taken within one year of submission of this application. Affix your signature and date of the photo over the lower right-hand corner of the photo.



Applicant Name _____ Date Submitted _____

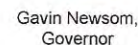
Nevada State Board of Landscape Architecture Registration Application Revised 4-2016



CALIFORNIA ARCHITECTS BOARD

Landscape Architects Technical Committee

Public Protection through Examination, Licensure, and Regulation



LICENSE VERIFICATION FORM

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ON FORM

NOV 12 2020

State of licensure: California

Name of Licensee: Gavin W. Lofstedt

Prepared By: Harmony Navarro

License Number: LA 6015

Title: Licensing Coordinator

Expiration Date: 04/30/2021

Address: 2420 Del Paso Rd., Ste. 105

Date Issued: 06/26/2014

City, State, Zip Code: Sacramento CA 95834

Date Prepared: 11/06/2020

Telephone Number: (916) 575-7230

Disciplinary Action: Yes _____ No X

Signature:

If yes, explanation attached.

EXAM	Section	Score	Section	Score	Section	Score	Section	Score	Section	Score
LARE 9/12 – Present	1	PASS 08/2013	2	PASS 08/2013	3	PASS 04/2014	4	PASS 04/2014		
LARE 6/99 – 9/12	A		B		C		D		E	
LARE 12/96 - 6/98	1		2		3		4		5	
	6									
LARE 1992 - 6/96	1		2		3		4		5	
	6		7							
PELA 1993-1996	1		2		3					
UNE 1988 - 1991	1		2		3		4		5	
UNE 1986 - 1987	1		2		3		4			
UNE 1976 - 1985	A		B		C		D			
UNE 1969 - 1975	C		D		E		F1		F2	
	G									

LICENSE VERIFICATION FORM

Exam Section Titles

LARE 9/12 – Present

- 1 – Project and Construction Administration
- 2 – Inventory and Analysis
- 3 – Design
- 4 – Grading, Drainage and Construction Documentation

LARE 2/06 – 9/12

- A – Project and Construction Administration
- B – Inventory, Analysis and Program Development
- C – Site Design
- D – Design and Construction Documentation
- E – Grading, Drainage and Stormwater Management

LARE 6/99 – 1/06

- A – Legal and Administrative Aspects of Practice
- B – Analytical Aspects of Practice
- C – Planning and Site Design
- D – Structural and Material and Methods of Construction
- E – Grading, Drainage and Stormwater Management

LARE 12/96 - 12/98

- 1 – Legal and Admin Aspects of Practice
- 2/7 – Analytical and Technical Aspects of Practice
- 3 – Conceptualization and Communication
- 4 – Design Synthesis
- 5 – Integration of Technical and Design Requirements
- 6 – Grading and Drainage

PELA 6/93 - 6/96

- 1 – Objective
- 2 – Design
- 3 – Construction Documents

LARE 1992 - 6/96

Administered in California in 1992 only

- 1 – Legal and Admin Aspects of Practice
- 2 – Programming and Environmental Analysis
- 3 – Conceptualization and Communication
- 4 – Design Synthesis
- 5 – Integration of Technical and Design Requirements
- 6 – Grading and Drainage
- 7 – Implementation of Design through Construction Process

UNE 1988 - 1991

- 1 – Professional Practice
- 2 – Design
- 3 – Design Application
- 4 – Design Implementation
- 5 – Grading and Drainage

UNE 1986 – 1987

- 1 – Professional Practice
- 2 – Design
- 3 – Design Application
- 4 – Design Implementation

UNE 1976 – 1985

- A – History
- B – Professional Practice
- C – Design
- D – Design Implementation

UNE 1969 – 1975

- C – History/Theory
- D – Professional Admin
- E – Landscape Construction
- F1 – Plant Materials
- F2 – Planting Design
- G – Landscape Architectural Design



Nevada State Board of Landscape Architecture

Application for Professional Registration

Please Type or Print Legibly in Black Ink Completing All Sections

Nonrefundable Application Fee Registration by Examination \$175.00

Nonrefundable Application Fee Registration by Reciprocity \$100.00

RECEIVED
JAN 22 2021
Nevada State Board of
Landscape Architecture

All returned exams must be delivered to the Board office at least 2 weeks prior to the meeting in order to be approved.

Section 1 Identifying information

Last Name TRAPP		First Name Clayton		Date of Birth [REDACTED]
Place of Birth Cincinnati, Ohio	Social Security Number [REDACTED]		Citizenship or Legal Residence United States	
Residence Address 2091 Sycamore Glen Drive				
City Sparks	State NV.	Zip code 89434	Home Telephone 720-276-9320	
Business Name Phelps Engineering Services Inc.				
Business Address 155 Country Estates Circle				
City Reno	State NV.	Zip code 89511	Business Telephone 775-399-7200	
Facsimile Number 775-234-2468		Electronic Mail Address(s) ctrapp@phelpsengineering.net		
Have you ever served in the military? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, Which Branch(es) of Service? (Circle all that apply) <u>Army/Army Reserve</u> Marine Corps/Marine Corps Reserve; Navy/Navy Reserve; Air Force/Air Force Reserve; Coast Guard/Coast Guard Reserve; National Guard.				
What was your Military Occupation or Specialty? <u>91B20 Medic / Chief Ward Master 406th Combat Support Hospital</u>				
What were your Date(s) of Service: <u>January 1981 - January 1991</u>				
If the answer to any of the following questions is "yes" attach a detailed explanatory statement.				
1. Have you ever been convicted of a misdemeanor or gross misdemeanor?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
2. Have you ever been convicted of a felony?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Applicant Name Clayton T. Trapp

Date Submitted November 30, 2020

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 4 Professional References

All Candidates-Submit 4 professional references, 2 from registered landscape architects and 2 from other licensed professionals in a related design profession who have direct knowledge of your professional abilities. All references must be stamped by the person providing the reference. <http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/LandscapeArchitectReferenceForm.pdf>

1. Name of Landscape Architect Mr. Justin Hamula Owner Confluence Products			Nature of Relationship Professional / Personal
Address 1452 East Hudson Avenue	City Salt Lake City	State UT.	Zip code 84106
2. Name of Landscape Architect Mr. Cory Shupe Owner BluLine Designs			Nature of Relationship Professional / Personal
Address 8719 South Sandy Parkway	City Sandy	State UT.	Zip code 84070
3. Name of Professional Reference Mr. Eric Tholen			Nature of Relationship Professional / Personal
Address 2872 Westcove Drive	City West Valley City	State UT.	Zip code 84119
2. Name of Professional Reference Mr. Lonny Phelps			Nature of Relationship Professional / Personal
Address 3522 S. Emerson Street	City Englewood	State CO.	Zip code 80113

Mr. Harry Corsi		Professional / Personal
1151 Windfield Court	West Jordan	UT.
		84088

Section 2 Landscape Architect Registration

Registration by Examination Candidates may omit this section

Registration by Reciprocity Candidates-List all states or provinces of Canada, which have issued you a certificate of registration, use additional sheets if needed.

- **Submit verification from your home state of registration or province of Canada that you are/were active and registered in good standing, with no disciplinary action ever taken and that you received a minimum passing score of 75 percent on each section of the national examination.**
- **Submit verification from each additional state or province of Canada that you are/were active and registered in good standing, with no disciplinary action ever taken.**

1. Name of State or Province of Canada

Date of Registration

Address of Board issuing Certificate of Registration

City, Zip code

E-mail address of Board Issuing Certificate of Registration

Registration Number

2. Name of State or Province of Canada

Date of Registration

Address of Board issuing Certificate of Registration

City, Zip code

E-mail address of Board Issuing Certificate of Registration

Registration Number

3. Name of State or Province of Canada

Date of Registration

Address of Board issuing Certificate of Registration

City, Zip code

E-mail address of Board Issuing Certificate of Registration

Registration Number

Professional Organizations

Please provide a list of professional organizations of which you are a member.

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 3 Professional Practice

For Registration by Examination Candidates-State in chronological order the name and address of each employer. Use additional sheets as needed. Please include with your application a completed Post Graduate Work Verification Form for each employer listed.

<http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/ProfessionalExperienceVerificationForm.pdf>

For Registration by Reciprocity Candidates-Provide verification of 2 or more years of active engagement in full-time practice as a Registered Landscape Architect. Use as many forms as needed to provide verification for 2 years.

<http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/ProfessionalExperienceVerificationForm.pdf>

Council of Landscape Architect Registration Board Certificate holders may omit this section.

Name of Employer			Dates of Employment	
Address		City	State	Zip code
Title of Position Held		Duties Performed		
Describe in Particular Duties Performed in the field of Landscape Architecture				

Name of Employer			Dates of Employment	
Address		City	State	Zip code
Title of Position Held		Duties Performed		
Describe in Particular Duties Performed in the field of Landscape Architecture				

Name of Employer			Dates of Employment	
Address		City	State	Zip code
Title of Position Held		Duties Performed		
Describe in Particular Duties Performed in the field of Landscape Architecture				

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 4 Professional References

All Candidates-Submit 4 professional references, 2 from registered landscape architects and 2 from other licensed professionals in a related design profession who have direct knowledge of your professional abilities. All references must be stamped by the person providing the reference. <http://nsbla.nv.gov/uploadedFiles/nsblanvgov/content/Forms/LandscapeArchitectReferenceForm.pdf>

1. Name of Landscape Architect			Nature of Relationship
Address	City	State	Zip code
2. Name of Landscape Architect			Nature of Relationship
Address	City	State	Zip code
3. Name of Professional Reference			Nature of Relationship
Address	City	State	Zip code
2. Name of Professional Reference			Nature of Relationship
Address	City	State	Zip code

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

Section 5 Education

All Candidates-State in chronological order the name and address of each institution attended, the dates spent at each, major, indicate the degree received if applicable and the year of graduation. Use additional sheets if needed.

Registration by Examination Candidates-Arrange to have transcripts from all educational institutions forwarded to the Nevada State Board of Landscape Architecture.

Council of Landscape Architect Registration Board Certificate holders may omit this section.

1. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received	Major		Dates Attended
2. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received	Major		Dates Attended
3. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received	Major		Dates Attended
4. Name of Institution			Graduation Date
Address	City	State	Zip code
Degree Received	Major		Dates Attended

Applicant Name _____ Date Submitted _____

Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

AFFIDAVIT

I certify the information contained in this application to be truthful, complete and accurate.

I acknowledge that the Nevada State Board of Landscape Architecture will compile and evaluate a record containing all aspects of my education, experience, moral character and reputation. I agree to provide any additional information as requested by the Board. I hereby authorize any individual, company or institution with whom I have been associated to furnish to the Nevada State Board of Landscape Architecture any information concerning my qualifications for professional registration in Nevada which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

I attest that if I am subject to a court order for child support of one or more children that I am not out of compliance with the order or with a plan approved by the District Attorney or other public agency enforcing the order for repayment in the amount owed pursuant to the order.

I acknowledge that any statements, papers or documents received by the Board in its investigation may be transmitted by the Board to the Council of Landscape Architectural Registration Boards or other political subdivisions registering landscape architects as requested.

I attest that I am a citizen of the United States or that I am lawfully entitled to remain and work in the United States.

Signature of Applicant Gregory J. Japp Date Dec. 15, 2020

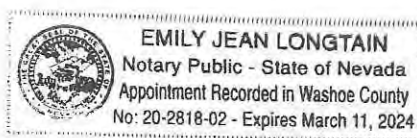
State of Nevada County of Washoe

Being first duly sworn, deposes and says: I am the applicant named in this application, have read and understand the contents thereof, and to the best of my knowledge and belief, the foregoing statements are true and correct in every respect.

Subscribed and sworn to before me this 15 day of December, 2020

Signature of Notary Public Emily Longtain my commission expires 11 March 2024

NOTARY SEAL

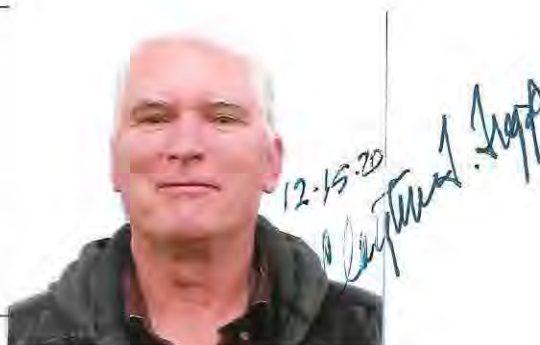


Mail should be sent to (choose one)

home address ☒

office address ☐

Please securely attach a recognizable photo (2"x 2 1/2"). Photo must be taken within one year of submission of this application. Affix your signature and date of the photo over the lower right-hand corner of the photo.



Applicant Name _____ Date Submitted _____
Nevada State Board of Landscape Architecture Registration Application Revised 4-2016

January 21, 2021

Nevada State Board of Landscape Architecture

P.O. Box 34143 Reno, NV 89533

RE: Licensure

Dear Nevada Landscape Architecture Board members,

I am writing to you today to explain a question on my application that would give more clarity and definition. I have answered all of the questions truthfully and without reservation of the accompanying situations, but with the desire to describe any nuances and the final outcome, I need to provide additional details.

A question on the application asks if I have been convicted of any misdemeanors or felonies. The answer is no I haven't. The additional information is that there are two instances where I have been arrested because of circumstances beyond my control. They are as follows:

In the Spring of the year 2000 my wife had an acquaintance who asked me to provide her with a landscape design for her home located in the foothills of Denver where we were living. I was in the process of transitioning to a job with a friend of mine from graduate school at Utah State University to provide planning during the telecom wireless build-out for various carriers. The job would be located throughout the mountain west but I certainly felt that I had enough time to provide a plan. I drew up some conceptual plans and the concept was accepted and I was asked to build the project. I began to draw some shop drawings for a deck that was proposed and to work from the concept to provide a plant list. A budget was established at \$40,000 for the construction. (I provided the concept plan and drawings for free.)

I began to make preparations to coordinate all of the various aspects of the project and I wrote up a small contract for the lady and asked for a \$6,500 deposit for the work and then would be given money as needed to pay for the rest. This was again accepted and I began clearing and grubbing the land by hiring some young men to help with the work. I no sooner began to get the work started, when I received a phone call from the lady stating that she didn't want anybody working before 10:00 a.m. or after 2:00 p.m. because she had a 16 year old daughter who would be on site. She then began telling me that we had other restrictions like certain days of the week that we couldn't be on site and that if I had anybody working for me that wasn't a direct employee she didn't want them on site.

I had a long conversation with her to let her know that I was doing this project for her as a favor and that I thought that the project would probably be better off being done by someone else. I also reminded her that I didn't have a company or employees so I was contracting with people that wanted to work. Eventually, I told her that I was going to release her from the contract return the unused portion of the initial \$6,500. She said that she didn't sign the contract anyway. I offered her a check for approximately \$3,500 with receipts for time and expenses on the other \$3,000. This was unacceptable to her as well and she said that she wanted the entire amount returned. I reminded her that she contracted with me when she authorized me to do the work by giving me money to start the project.

Needless to say I began wondering why I ever agreed to help this lady. In the meantime I began to travel to Idaho to begin working with my friend and we were visiting various municipalities in the region, negotiating with local land owners and public agencies for the installation and rollout of wireless services. I enjoyed the work and the public interaction. There were many long days and weeks where I was away from my family but I travelled home on the weekends. In the meantime we made a decision as a family to move to Salt Lake City which was a central location for the rollout of the system for the carrier that we were working with.

In late July of 2000 I received an interrogatory from the Jefferson County Colorado DA's office inquiring about the situation. I was in Idaho at the time but my wife let me know that it arrived at our house in Denver. I called Jefferson County and spoke to a woman named Deb Ohno who informed me that they had received a complaint from this lady and I asked her what I was obligated to do in this situation because I felt that she was the proverbial client from Hades. She suggested that I just fill out the interrogatory and she would be in touch with me. I told her of my plans to move to Salt Lake City and she said that was fine that she would be in touch via phone or US Mail. We moved to Salt Lake City in August of 2000 so that we could get our younger children enrolled in school.

Fast forward to Spring of 2001 and my wife and some of my children had returned to Denver for a short visit to my wife's parents home. I had two teenagers at home with me one evening and I was reading a book when there was a knock on my door and there were two men in suits standing on my porch. They informed me that I was a fugitive from justice and they were there to arrest me. I laughed at them and asked what they really wanted. They showed me their badges and said that they were going to arrest me and send me to Jefferson County, CO. I remarked that I thought this was absurd and they asked if I knew what it was about. I said no I didn't since they hadn't given me any details, but the only thing that I knew was this situation with this lady in Colorado.

To make a very long and frustrating story a little bit shorter, I ended up spending a lot of money and about two years being frustrated by the other side, who did everything possible to paint a picture of me as someone evil, when all I wanted to do was get rid of a horrible client that I had done a favor for. In the end I made the decision that my original intention when this became a problem was to give the woman the money that was not used for legitimate purposes back to her. That was seemingly not her intention as she now wanted to punish me. An investigator with Jefferson County by the name of Greg Neal (I'm actually not sure of his first name), had called me a couple of times stating that he would make my life a living hell if I didn't pay her back all of the money. It turned out later that he was a personal friend of hers.

At the final pretrial, after having travelled back and forth to Denver and checking in with the pretrial services every week by phone, I decided that if they had the power to do this to me, they most likely could find a way to successfully prosecute me and I decided to plead guilty to a lesser charge and ended up paying back all of the money and fines which totaled \$7,000. Was I guilty? No, I wasn't, but I wasn't about to be railroaded for something that I didn't do, and I wasn't about to trust a judicial system that protects those with more resources than those they accuse. The only thing that the prosecutor really had as direct evidence, was the fact that I didn't have a business license, but I pointed out to them that I wasn't a business. They also said that I was calling myself a Landscape Architect without a license, but I also rightly pointed out that Colorado didn't have licensure for Landscape Architects and because of my training and undergraduate and graduate education. (That licensure was changed in 2008 for Colorado.)

I will forever stand and admit any situation that needs to be explained for what it is; a situation where I tried to assist someone who I could share my talents with, and who was / is a very selfish and self-serving person. If I had to do it over again, I would have given her back all of the money and be done with her. I don't hold any grudges against anyone.

In 2003 or 2004 we had a daughter who was diagnosed with Bipolar and ADD who was making very bad decisions. She had become pregnant as a teenager and was on a very bad downward spiral. We took her into our home after she had left and spent a couple of years bringing misery to herself and consequently our family. One day she was at our house in Sandy, Utah and I had been home during lunch from work. Her young children (she had two at that time), were running around inside and outside the house. I asked her to take care of her children and she told me to shut up and leave her alone as she was on the phone talking to someone. I tried to take the phone from her because it was mine and she kicked at me with her feet. In the process of doing this, she knocked over the chair that she was sitting in which was a swivel rocking chair. I am 6 feet tall and 220 lbs. and she is about 5' – 7" and roughly 150 lbs., so the laws of physics and the chairs swiveling and rocking ability made it hard for her to do any real damage to me.

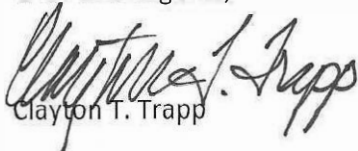
I left the situation alone and went to get her children settled down with my younger daughter who was fifteen or sixteen at the time. After getting them fed and getting ready to go back to work, two police cars pulled up at my house and literally threw me to the ground and handcuffed me. It turned out that my daughter had called the police and told them that I had physically assaulted her. (She has done this more than once in her lifetime.) My younger daughter came out and tried to explain to the cops that they were wrong about the situation as she had seen everything that was going on. They threw her to the ground and arrested her too. She spent two days in jail and I spent an afternoon technically "arrested" and trying to explain to everyone what the heck was going on. It cost a fair amount of money and time trying to get my younger daughter released because she dared to question the Police.

As an aside, we love all of our children (6) and our daughter who struggled so much has grown into a very responsible adult with a college education and a career. We have always espoused the principle of honesty and have tried to display that in our actions and interactions in our daily lives.

I don't have a problem disclosing this information to you because I know that I've done nothing wrong or that was intentionally trying to take advantage of anyone. I've worked hard to gain an education, serve my country, raise a family and gain licensure. I chose to take this route to licensure even though I could have applied long ago based on education and experience working with a Landscape Architect. My former business partner was a very well known Landscape Architect in Salt Lake City named David Racker. He was a wonderful man and mentor and together with an Architect we started the firm DRT in SLC. It was a short lived venture as David passed away in 2011. He had a great reputation as a consummate professional and was a great friend and business partner.

I am very passionate about defending my honor and being truthful in ALL aspects of my life. I'm very open when it comes to honestly discussing situations as I don't have any hidden agendas. If you feel like you would need or desire a personal interview, I am very happy to meet with you individually or as a group via ZOOM, or phone. My preference is an in person meeting but I understand everyone has a concern with COVID.

With kind regards,


Clayton T. Trapp

775.508.8855



Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

APPLICANT NAME: Clayton Trapp

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? 2 years
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
Office - daily
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:

1. Recommend highly without reservations ☒

2. Recommend as qualified and competent ☐

3. Recommend with some reservation ☐

4. Do not recommend ☐

Clayton is very dedicated
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	✓				
Professional Integrity	✓				
Character (honesty, ethics)	✓				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Lonny E Phelps

Licensed Professional? ☒ Yes ☐ No

Profession: Civil Engineering

Signature: [Signature]
(Pursuant to NAC 623A.120 Place state stamp over signature)

License #/State: NV # 25230

Date: 12/11/21





**Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM**

RECEIVED
JAN 22 2021
Nevada State Board of
Landscape Architecture

APPLICANT NAME: Clayton Trap

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? 20 years
2. In what setting(s) and with what frequency did you observe the applicant? (i.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
Office
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations X
 2. Recommend as qualified and competent _____
 3. Recommend with some reservation _____
 4. Do not recommend _____
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	X				
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Cory Shupe

Licensed Professional? ☒ Yes ☐ No

Profession: Landscape Architect

Signature: _____

(Pursuant to NAC 623A)



License #/State: State of Nevada #1013
signature)

Date: December 23, 2020



Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

RECEIVED
JAN 22 2021
Nevada State Board of
Landscape Architecture

APPLICANT NAME: CLAYTON T. TRAPP

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? 20⁺ YRS
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
OFFICE ON DAILY BASIS @ ARCHITECT/LANDSCAPE OFFICE
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations X
 2. Recommend as qualified and competent _____
 3. Recommend with some reservation _____
 4. Do not recommend _____
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	X				
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: HARRY C. CORSI

Licensed Professional? ☒ Yes ☐ No

Profession: ARCHITECT

Signature: [Signature]

(Pursuant to NAC 623A.120 place state stamp over signature)

License #/State: 133231-0301 / UTAH



Date: JAN. 4, 2021



Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

RECEIVED
JAN 22 2021

Nevada State Board of
Landscape Architecture

APPLICANT NAME: Clayton T. Trapp

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? 52 years
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
I've known Clayton as a friend growing up and ultimately utilized his services as a landscape design consultant while he was living in Utah. His work was competent and has been missed.
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations Yes.
 2. Recommend as qualified and competent
 3. Recommend with some reservation
 4. Do not recommend
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence	X				
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.

I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Eric R. Tholen

Licensed Professional? ☒ Yes ☐ No
Profession: Architect

Signature: 

License #/State: 5659 / Nevada

(Pursuant to NAC 623A.120 place state stamp over signature)



Date: January 4, 2021

Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

January 4, 2021

RE: Clayton Trapp – Reference Letter

Dear Nevada State Board of Landscape Architecture,

It is my pleasure to write this reference letter on behalf of Clayton T. Trapp. I have known Clayton for over 52 years since he had moved into our neighborhood. While his family moved out of state we remained in touch while he was living in various areas, including serving in the military.

When Clayton moved his family back into Utah, I was able to utilize his services as a landscape designer on multiple project for the Utah Army National Guard. I found his work to be competent providing for clear and concise scopes of work for the landscape work on my projects.

While he was working under the direction of a licensed landscape architect, I had encouraged him to seek licensure and am excited to see this take place at this point in his career.

I can endorse Clayton without reservation.

Please feel free contact me if you have any questions or comments.

Sincerely,



Eric R. Tholen, AIA, NCARB, LEED AP BD+C

Etholen76@gmail.com

801.641.9352



Nevada State Board of Landscape Architecture
LANDSCAPE ARCHITECT PROFESSIONAL
REFERENCE FORM

RECEIVED
JAN 22 2021
Nevada State Board of
Landscape Architecture

APPLICANT NAME: JUSTIN JACOBS HAMULA

Please keep in mind it is the intent of licensure to insure the safeguarding of public health, safety and welfare, and it is the Board's responsibility to grant licensure only to those who are qualified for the profession on the basis of quality of work, moral character and practical experience in Landscape Architecture. As one of the applicant's references, it is expected that you are familiar with the applicant's professional work and have knowledge of his/her ability, character, and reputation.

1. How long have you known the applicant? 20 YEARS
2. In what setting(s) and with what frequency did you observe the applicant? (I.e., office, educational institutions, professional organizations etc./daily, weekly, monthly, etc.)
OFFICE & PROFESSIONAL ORG. INTERACTIONS SEVERAL TIMES ANNUALLY
3. Would you be pleased to have this applicant as an associate with you in practice?
☒ Yes ☐ No
4. My general recommendation concerning this applicant is:
 1. Recommend highly without reservations
 - ② Recommend as qualified and competent [Signature]
 3. Recommend with some reservation
 4. Do not recommend
5. Please indicate, to the best of your knowledge, the applicant's qualification toward the practice of Landscape Architecture by placing an X in the appropriate space below.

Phase/Activity	Excellent	Satisfactory	Marginal	Unsatisfactory	Unknown
Technical Competence		X			
Professional Integrity	X				
Character (honesty, ethics)	X				

6. Do you consider the applicant fully qualified to become a registered Landscape Architect in the State of Nevada?
☒ Yes ☐ No

Please provide by attachment any additional information or comments you feel would benefit the Board in determining the applicant's qualifications for licensure.


I attest that the referenced applicant is of good moral character and has never:

Been convicted of a felony, misdemeanor or gross misdemeanor that is directly related to the practice of landscape architecture; committed an act involving dishonesty, fraud, misrepresentation, breach of a fiduciary duty, gross negligence or incompetence while engaged in the practice of landscape architecture; incarcerated in a jail or prison at the time of submitting an application for a certificate of registration or a certificate to practice as a landscape architect intern; committed fraud or misrepresentation in connection with the submission of an application for a certificate of registration or certificate to practice as a landscape architect intern; or the taking of one or more examinations pursuant to the provisions of chapter 623.A; had a certificate of registration suspended or revoked by the Board or in any other state or country; in lieu of receiving disciplinary action against himself, surrendered a certificate of registration or certificate to practice as a landscape architect intern in this State or a certificate or license to practice landscape architecture issued in another state or country; u engaged in the practice of landscape architecture in this State or in any other state or country without a license or certificate of registration or certificate to practice as a landscape architect intern within the 2 years immediately preceding the filing of an application for a certificate of registration or certificate to practice as a landscape architect intern pursuant to the provisions of this chapter; within the 5 years immediately preceding the filing of an application specified in the previous statement, engaged in unprofessional conduct in violation of the regulations adopted by the Board.

Name: Justin Jacobs Hamula

Licensed Professional? ☒ Yes ☐ No

Profession: LANDSCAPE ARCHITECT

Signature: 

(Pursuant to NAC 623A.120 place state stamp over signature)

License #/State: 328113-5301 / UTAH

Date: Dec 1, 2026



TO:
Nevada State Board of Landscape Architecture
P. O. Box 34143
Reno, NV 89533

RE: Nevada State Board of Landscape Architecture Letter of recommendation for Clayton Trapp

To whom it may concern,

I am writing this letter to offer my professional recommendation for Clayton Trapp to become licensed to practice Landscape Architecture.

I have known Clayton Trapp for about 20 years, both in the Utah and Colorado markets. The applicant has always conducted himself professionally and ethically in the profession of Landscape Architecture. He is the consummate professional balancing his design approach specifically with what the client is striving to achieve, finding balance between good design practices and being a steward of the landscape and the clients needs.

It is without hesitation that I can support Clayton Trapp receiving his Landscape Architectural license.

Sincerely



Justin Hamula, PLA
Owner

AARON D. FORD
Attorney General

KYLEE. N. GEORGE
First Assistant Attorney General

CHRISTINE JONES BRADY
Second Assistant Attorney General



JESSICA L. ADAIR
Chief of Staff

HEIDI PARRY STERN
Solicitor General

STATE OF NEVADA
OFFICE OF THE ATTORNEY GENERAL
555 E. Washington Ave. Suite 3900
Las Vegas, Nevada 89101

MEMORANDUM

RECEIVED
FEB 12 2021
Nevada State Board of
Landscape Architecture

To: Nevada State Agency Public Bodies

From: Rosalie Bordelove, Chief Deputy Attorney General, Boards and Open Government Division

Date: February 5, 2021

Subject: Legislative Session Guidance

The 81st Session of the Nevada Legislature began on February 1, 2021. The Office of the Attorney General (OAG) offers the following guidance to Nevada State Agency Public Bodies (Boards and Commissions) regarding their activities during the Legislative Session.

Boards and Commissions are subject to Nevada's Open Meeting laws, Nevada's Ethics in Government laws, and Nevada's laws regarding lobbying, NRS Chapters 241, 281A and 218H, respectively. The general guidance provided below is intended to assist Board and Commission members and staff in the performance of their duties during legislative session. However, this general guidance does not alter or supersede existing law, regulation or precedent and is not official attorney general opinion. It is not a substitute for legal advice from the Board or Commission's own legal counsel. Board and Commission members should consult with their legal counsel if they have any questions or concerns regarding their activities.

Board and Commission members may not appear **on behalf of** their Board or Commission in front of the Legislature unless specifically authorized to do so during a public meeting. NRS 241.015(1). Action is required to delegate any authority to a single member of the Board or Commission and that action must comply with the Open Meeting Law (OML) in order to be effective. It is advised that Boards and Commissions provide as much direction in their delegation as possible so that they do not have to take action prior to every appearance by the member. Alternatively, Executive Directors and agency heads may appear before the legislature without authorization to explain the effect of legislation or any other legislative action related to their departments, divisions or agencies.

The Nevada Legislature is exempt from (the OML, including its required three working day notice for meetings. NRS 241.016(2)(a). The pace of the legislative session is variable and proposed amendments to legislation may occur at a pace that does not allow a public body to consider and opine on each and every proposed amendment or bill draft

requests. Hearing scheduling or requests from the Legislature generally do not qualify as an emergency under NRS 241.020(11) allowing for a public meeting on shorter notice. Thus, Boards and Commissions should consider delegating authority to a member or staff member to speak on the Board or Commission's behalf in advance if they anticipate relevant Legislative hearings may be scheduled. Boards and Commissions may also consider what sort of legislative updates they desire from their staff or delegated members and schedule meetings appropriately.

Members and employees of Boards and Commissions may only explain the effect of legislation or any other legislative action related to their departments, divisions or agencies and otherwise provide information to the legislature. Advocating for or against any particular legislation would be considered lobbying and registration as a lobbyist

would be required. NRS 218H.080(2).

Board or Commission members may always appear in front of the Legislature **on their own behalf** and may identify their relationship to a Board or Commission, but must specify that they are **not speaking for** the Board or Commission. Board and Commission members must comply with their ethical responsibilities as public officers under NRS Chapter 281A regardless of who they are representing in front of the legislature.

ASSEMBLY BILL NO. 3—COMMITTEE
ON GOVERNMENT AFFAIRS

(ON BEHALF OF THE NEVADA LEAGUE OF
CITIES AND MUNICIPALITIES)

PREFILED NOVEMBER 18, 2020

Referred to Committee on Government Affairs

SUMMARY—Revises provisions concerning the electronic transmission of certain maps and other documents relating to the approval of divisions of land. (BDR 22-406)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: No.

~

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

AN ACT relating to land use planning; revising provisions concerning the electronic transmission of certain maps and other documents relating to the approval of divisions of land; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

1 Existing law prescribes various requirements relating to the filing, submission
2 and presentation of maps and related documents for purposes of the division of
3 land. (NRS 278.320-278.5695) Existing law authorizes, but does not require, a
4 county recorder to accept electronic documents for recording. (NRS 111.366-
5 111.3697, 247.115) This bill specifically authorizes the filing, submission and
6 presentation of such maps and related documents electronically subject to certain
7 requirements, except in circumstances relating to the recording of such a document
8 if the county recorder does not accept electronic documents for recording.



THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

1 **Section 1.** Chapter 278 of NRS is hereby amended by adding
2 thereto a new section to read as follows:

3 *Except as otherwise provided in NRS 247.115, if the provisions*
4 *of NRS 278.320 to 278.5695, inclusive, require that:*

5 1. *A document be an original, be on paper or another*
6 *tangible medium, or be in writing, the requirement is satisfied by*
7 *an electronic document if the file containing the document is*
8 *locked electronically to prevent any changes to the document.*

9 2. *A document be filed, submitted or presented, the*
10 *requirement is satisfied if the document is filed, submitted or*
11 *presented electronically and the file containing the document is*
12 *locked electronically to prevent any changes to the document.*

13 3. *A document be sealed, signed or stamped, the requirement*
14 *is satisfied if the document is sealed, signed or stamped*
15 *electronically using an electronically prepared seal, signature or*
16 *stamp and if secure encryption methods are in place to prevent the*
17 *copying, transferring or removing of the seal, signature or stamp.*

18 4. *An affidavit, certificate or acknowledgement be legibly*
19 *stamped or printed upon a document, the requirement is satisfied*
20 *if the electronic signature of the person authorized to perform that*
21 *act, and all other information required to be included, is attached*
22 *to or logically associated with the document or signature. A*
23 *physical or electronic image of a stamp, impression or seal need*
24 *not accompany such an electronic signature.*

25 5. *A copy of a document to be forwarded, furnished or*
26 *provided, the requirement is satisfied if the copy is forwarded,*
27 *furnished or provided electronically.*

28 **Sec. 2.** NRS 278.010 is hereby amended to read as follows:

29 278.010 As used in NRS 278.010 to 278.630, inclusive, *and*
30 *section 1 of this act*, unless the context otherwise requires, the
31 words and terms defined in NRS 278.0103 to 278.0195, inclusive,
32 have the meanings ascribed to them in those sections.

33 **Sec. 3.** This act becomes effective on July 1, 2021.



REQUIRES TWO-THIRDS MAJORITY VOTE (§ 3)

S.B. 39

SENATE BILL NO. 39—COMMITTEE ON GOVERNMENT AFFAIRS

(ON BEHALF OF THE STATE TREASURER)

PREFILED NOVEMBER 18, 2020

Referred to Committee on Government Affairs

SUMMARY—Provides for the acceptance of transfers of certain digital representations of United States dollars by certain governmental entities. (BDR 31-396)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: Yes.

~

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

AN ACT relating to governmental financial administration; authorizing the State Treasurer to enter into a contract to provide for the acceptance of transfers of certain digital representations of United States dollars by certain governmental entities that have been approved by the State Treasurer to participate in the contract; requiring the State Treasurer to adopt regulations establishing certain requirements for such a contract; authorizing a governmental entity that participates in such a contract to charge a convenience fee under certain circumstances; authorizing certain governmental entities to participate in such a contract; revising certain definitions of the term “electronic transfer of money” to exclude transfers of certain digital representations of United States dollars; and providing other matters properly relating thereto.

Legislative Counsel’s Digest:

1 Existing law authorizes certain governmental entities to enter into a contract for
2 the acceptance of credit cards, debit cards or electronic transfers of money by the
3 entity. (NRS 258.135, 353.1465, 354.770, 622.233) Existing law also authorizes the
4 Director of the Office of Finance in the Office of the Governor to enter into a
5 contract to provide for the acceptance of credit cards, debit cards or electronic
6 transfers of money by any state agency that chooses to participate in the contract.
7 (NRS 353.1466) **Section 3** of this bill similarly authorizes the State Treasurer, if he
8 or she makes certain determinations and obtains the approval of the State Board of



Finance, to enter into a contract to provide for the acceptance of transfers of digital tokens by certain governmental entities that have been approved by the State Treasurer to participate in the contract. **Section 3** of this bill defines the term “digital token” to mean a digital representation of United States dollars that: (1) is converted to and from United States dollars by a digital token payment system; and (2) may only be transferred, stored or traded electronically.

Section 3 requires the State Treasurer to adopt regulations establishing requirements for the contents of a contract that provides for the acceptance of transfers of digital tokens. Under **section 3**, such regulations must require such a contract to contain a provision requiring any digital token received by a governmental entity to be converted to United States dollars within 24 hours after it is received. Additionally, **section 3** authorizes a governmental entity to charge a convenience fee to a person who requests a transfer of digital tokens under certain circumstances. Finally, **section 3** provides that any transaction involving the transfer of digital tokens conducted by a governmental entity pursuant to a contract entered into by the State Treasurer is subject to all provisions of law applicable to the financial transactions of the governmental entity.

Sections 1, 2, 4 and 7 of this bill authorize certain governmental entities that are authorized under existing law to enter into contracts for the acceptance of credit cards, debit cards and electronic transfers of money to participate in a contract entered into by the State Treasurer for the acceptance of transfers of digital tokens, if approved by the State Treasurer.

Sections 5, 6 and 9 of this bill revise certain definitions of the term “electronic transfer of money” to specify that the term does not include a transfer of digital tokens.

Existing law requires that certain payments to the State Board of Landscape Architecture be paid in United States currency using certain methods of payment. (NRS 623A.240) **Section 8** of this bill revises this requirement to indicate that the State Board of Landscape Architecture is authorized to accept transfers of digital tokens if the Board participates in a contract entered into by the State Treasurer for the acceptance of transfers of digital tokens.

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

Section 1. NRS 353.1465 is hereby amended to read as follows:

353.1465 1. Upon approval of the State Board of Finance, a state agency may enter into contracts with issuers of credit cards or debit cards or operators of systems that provide for the electronic transfer of money to provide for the acceptance of credit cards, debit cards or electronic transfers of money by the agency:

(a) For the payment of money owed to the agency for taxes, interest, penalties or any other obligation; or

(b) In payment for goods or services.

2. Before a state agency may enter into a contract pursuant to subsection 1, the agency must submit the proposed contract to the State Treasurer for his or her review and transmittal to the State Board of Finance. The agency shall coordinate the administration of the contract with the State Treasurer to ensure that the State



1 Treasurer is able to track and reconcile payment information
2 pursuant to the contract.

3 3. Except as otherwise provided in subsection 4, if the issuer or
4 operator charges the state agency a fee for each use of a credit card
5 or debit card or for each electronic transfer of money, the state
6 agency may require the cardholder or the person requesting the
7 electronic transfer of money to pay a convenience fee when
8 appropriate and authorized. The total convenience fees charged by
9 the state agency in a fiscal year must not exceed the total amount of
10 fees charged to the state agency by the issuer or operator in that
11 fiscal year.

12 4. A state agency that is required to pay a fee charged by the
13 issuer or operator for the use of a credit card or debit card or for an
14 electronic transfer of money may, pursuant to NRS 353.148, file a
15 claim with the Director of the Office of Finance for reimbursement
16 of the fees paid to the issuer or operator during the immediately
17 preceding quarter.

18 5. *A state agency may, upon approval of the State Treasurer,*
19 *participate in a contract entered into by the State Treasurer*
20 *pursuant to section 3 of this act.*

21 6. The Director of the Office of Finance shall adopt regulations
22 providing for the submission of payments to state agencies pursuant
23 to contracts authorized by this section. The regulations must not
24 conflict with a regulation adopted pursuant to NRS 360.092 or
25 360A.020.

26 ~~16.1~~ 7. As used in this section:

27 (a) "Cardholder" means the person or organization named on the
28 face of a credit card or debit card to whom or for whose benefit the
29 credit card or debit card is issued by an issuer.

30 (b) "Convenience fee" means a fee paid by a cardholder or
31 person requesting the electronic transfer of money to a state agency
32 for the convenience of using the credit card or debit card or the
33 electronic transfer of money to make such payment.

34 (c) "Credit card" means any instrument or device, whether
35 known as a credit card or credit plate or by any other name, issued
36 with or without a fee by an issuer for the use of the cardholder in
37 obtaining money, property, goods, services or anything else of value
38 on credit.

39 (d) "Debit card" means any instrument or device, whether
40 known as a debit card or by any other name, issued with or without
41 a fee by an issuer for the use of the cardholder in depositing,
42 obtaining or transferring funds.

43 (e) "Electronic transfer of money" has the meaning ascribed to it
44 in NRS 463.01473.



(f) "Issuer" means a business organization, financial institution or authorized agent of a business organization or financial institution that issues a credit card or debit card.

Sec. 2. NRS 354.770 is hereby amended to read as follows:

354.770 1. A local government may enter into contracts with issuers of credit cards or debit cards, or operators of systems that provide for the electronic transfer of money to provide for the acceptance of credit cards, debit cards or electronic transfers of money by the local government:

(a) For the payment of money owed to the local government for taxes, interest, penalties or any other obligation; or

(b) In payment for goods or services.

2. If the issuer or operator charges the local government a fee for each use of a credit card or debit card or for each electronic transfer of money, the local government may require the cardholder or the person requesting the electronic transfer of money to pay a convenience fee when appropriate and authorized. The total convenience fees charged by the local government in a fiscal year must not exceed the total amount of fees charged to the local government by the issuer or operator in that fiscal year.

3. *A local government may, upon approval of the State Treasurer, participate in a contract entered into by the State Treasurer pursuant to section 3 of this act.*

4. As used in this section:

(a) "Cardholder" means the person or organization named on the face of a credit card or debit card to whom or for whose benefit the credit card or debit card is issued by an issuer.

(b) "Convenience fee" means a fee paid by a cardholder or person requesting the electronic transfer of money to a local government for the convenience of using the credit card or debit card or the electronic transfer of money to make such payment.

(c) "Credit card" means any instrument or device, whether known as a credit card or credit plate, or by any other name, issued with or without a fee by an issuer for the use of the cardholder in obtaining money, property, goods, services or anything else of value on credit.

(d) "Debit card" means any instrument or device, whether known as a debit card or by any other name, issued with or without a fee by an issuer for the use of the cardholder in depositing, obtaining or transferring funds.

(e) "Electronic transfer of money" has the meaning ascribed to it in NRS 463.01473.

(f) "Issuer" means a business organization, financial institution or authorized agent of a business organization or financial institution that issues a credit card or debit card.



(g) “Local government” has the meaning ascribed to it in NRS 354.474, except that the term does not include a court that has entered into a contract pursuant to NRS 1.113.

Sec. 3. Chapter 226 of NRS is hereby amended by adding thereto a new section to read as follows:

1. If the State Treasurer determines it is in the best interest of the State and upon the approval of the State Board of Finance, the State Treasurer may enter into a contract with an operator of a digital token payment system to provide for the acceptance of transfers of digital tokens by a state agency, regulatory body, local government or constable that has been approved by the State Treasurer to participate in the contract:

(a) For payment of money owed to the contract participant for taxes, interest, penalties or any other obligation; or

(b) In payment for goods or services.

2. Before the State Treasurer may enter into a contract pursuant to subsection 1, the State Treasurer must submit the proposed contract to the State Board of Finance for approval. The State Treasurer shall coordinate the administration of the contract with each contract participant to ensure that the State Treasurer is able to track and reconcile payment information pursuant to the contract.

3. The State Treasurer shall adopt regulations establishing requirements for the contents of a contract entered into pursuant to subsection 1. Such regulations must require, without limitation, such a contract to contain a provision requiring that any digital token received by a contract participant be converted into United States dollars within 24 hours after it is received.

4. Except as otherwise provided in subsection 5, if the operator charges a contract participant a fee for each transfer of digital tokens, the contract participant may require the person requesting the transfer of digital tokens to pay a convenience fee when appropriate and authorized. The total convenience fees charged by the contract participant in a fiscal year must not exceed the total amount of fees charged to the contract participant by the operator in that fiscal year.

5. A state agency that is a contract participant and that is required to pay a fee charged by the operator for a transfer of digital tokens may, pursuant to NRS 353.148, file a claim with the Director of the Office of Finance for reimbursement of the fees paid to the operator during the immediately preceding quarter.

6. Any transaction involving the transfer of digital tokens that is conducted by a contract participant pursuant to a contract entered into pursuant to subsection 1 is subject to all provisions of



1 *law applicable to the financial transactions of the contract*
2 *participant.*

3 7. *As used in this section:*

4 (a) *“Contract participant” means a state agency, regulatory*
5 *body, local government or constable that has been approved by the*
6 *State Treasurer to participate in a contract entered into pursuant*
7 *to subsection 1.*

8 (b) *“Convenience fee” means a fee paid by a person requesting*
9 *the transfer of digital tokens to a contract participant for the*
10 *convenience of using the transfer of digital tokens to make such*
11 *payment.*

12 (c) *“Credit card” has the meaning ascribed to it in*
13 *NRS 353.1465.*

14 (d) *“Debit card” has the meaning ascribed to it in*
15 *NRS 353.1465.*

16 (e) *“Digital token” means a digital representation of United*
17 *States dollars that:*

18 (1) *Is converted to and from United States dollars by a*
19 *digital token payment system; and*

20 (2) *May only be transferred, stored or traded electronically.*

21 (f) *“Digital token payment system” means an Internet website,*
22 *online service or mobile application that:*

23 (1) *Requires a user to maintain an account which is*
24 *connected to a credit card, debit card or account in a financial*
25 *institution;*

26 (2) *Converts United States dollars to digital tokens and vice*
27 *versa; and*

28 (3) *Enables a user to engage in the transfer of digital*
29 *tokens to another user.*

30 (g) *“Local government” has the meaning ascribed to it in*
31 *NRS 354.770.*

32 (h) *“Regulatory body” has the meaning ascribed to it in*
33 *NRS 622.060.*

34 (i) *“State agency” has the meaning ascribed to it in*
35 *NRS 353.146.*

36 (j) *“Transfer of digital tokens” means any transfer of a digital*
37 *token that is initiated through a digital token payment system for*
38 *the purpose of ordering, instructing or authorizing the operator of*
39 *a digital token payment system to debit or credit the account of a*
40 *user.*

41 (k) *“User” means a person or governmental entity that is*
42 *registered to use a digital token payment system to engage in the*
43 *transfer of digital tokens to another user.*



Sec. 4. NRS 258.135 is hereby amended to read as follows:

258.135 1. A constable may enter into contracts with issuers of credit cards or debit cards or operators of systems that provide for the electronic transfer of money to provide for the acceptance of credit cards, debit cards or electronic transfers of money by the constable for the payment of fees to which the constable is entitled.

2. If the issuer or operator charges the constable a fee for each use of a credit card or debit card or for each electronic transfer of money, the constable may require the cardholder or the person requesting the electronic transfer of money to pay a convenience fee. The total convenience fees charged by the constable in a fiscal year must not exceed the total amount of fees charged to the constable by the issuer or operator in that fiscal year.

3. *A constable may, upon approval of the State Treasurer, participate in a contract entered into by the State Treasurer pursuant to section 3 of this act.*

4. As used in this section:

(a) "Cardholder" means the person or organization named on the face of a credit card or debit card to whom or for whose benefit the credit card or debit card is issued by an issuer.

(b) "Convenience fee" means a fee paid by a cardholder or person requesting the electronic transfer of money to a constable for the convenience of using the credit card or debit card or the electronic transfer of money to make such payment.

(c) "Credit card" means any instrument or device, whether known as a credit card or credit plate or by any other name, issued with or without a fee by an issuer for the use of the cardholder in obtaining money, property, goods, services or anything else of value on credit.

(d) "Debit card" means any instrument or device, whether known as a debit card or by any other name, issued with or without a fee by an issuer for the use of the cardholder in depositing, obtaining or transferring funds.

(e) "Electronic transfer of money" has the meaning ascribed to it in NRS 463.01473.

(f) "Issuer" means a business organization, financial institution or authorized agent of a business organization or financial institution that issues a credit card or debit card.

Sec. 5. NRS 463.01473 is hereby amended to read as follows:

463.01473 1. "Electronic transfer of money" means any transfer of money, other than a transaction initiated by a check, draft or other similar instrument, that is initiated through an electronic terminal, telephone, computer or magnetic tape for the purpose of ordering, instructing or authorizing a financial institution or person



1 holding an account on behalf of another to debit or credit an
2 account.

3 *2. The term does not include a transfer of digital tokens, as*
4 *that term is defined in section 3 of this act.*

5 **Sec. 6.** NRS 604A.060 is hereby amended to read as follows:

6 604A.060 *1.* “Electronic transfer of money” means any
7 transfer of money, other than a transaction initiated by a check or
8 other similar instrument, that is initiated through an electronic
9 terminal, telephone, computer or magnetic tape for the purpose of
10 ordering, instructing or authorizing a financial institution to debit or
11 credit an account.

12 *2. The term does not include a transfer of digital tokens, as*
13 *that term is defined in section 3 of this act.*

14 **Sec. 7.** NRS 622.233 is hereby amended to read as follows:

15 622.233 *1.* A regulatory body may:

16 (a) Enter into a contract with an issuer of credit cards or debit
17 cards or an operator of a system that provides for the electronic
18 transfer of money to provide for the acceptance of credit cards, debit
19 cards or electronic transfers of money by the regulatory body for the
20 payment of money owed to the regulatory body for a fee, fine or
21 other assessment authorized by law; or

22 (b) Upon approval of the Director of the Office of Finance,
23 participate in a contract entered into by the Director pursuant to
24 NRS 353.1466.

25 *2.* If the issuer or operator charges the regulatory body a fee for
26 each use of a credit card or debit card or for each electronic transfer
27 of money, the regulatory body may require the cardholder or the
28 person requesting the electronic transfer of money to pay a
29 convenience fee. The total convenience fees charged by the
30 regulatory body in a fiscal year must not exceed the total amount of
31 fees charged to the regulatory body by the issuer or operator in that
32 fiscal year.

33 *3. A regulatory body may, upon approval of the State*
34 *Treasurer, participate in a contract entered into by the State*
35 *Treasurer pursuant to section 3 of this act.*

36 *4.* As used in this section:

37 (a) “Cardholder” means the person or organization named on the
38 face of a credit card or debit card to whom or for whose benefit the
39 credit card or debit card is issued by an issuer.

40 (b) “Convenience fee” means a fee paid by a cardholder or
41 person requesting the electronic transfer of money to a regulatory
42 body for the convenience of using the credit card or debit card or the
43 electronic transfer of money to make such payment.

44 (c) “Credit card” means any instrument or device, whether
45 known as a credit card or credit plate or by any other name, issued



1 with or without a fee by an issuer for the use of the cardholder in
2 obtaining money, property, goods, services or anything else of value
3 on credit.

4 (d) "Debit card" means any instrument or device, whether
5 known as a debit card or by any other name, issued with or without
6 a fee by an issuer for the use of the cardholder in depositing,
7 obtaining or transferring funds.

8 (e) "Electronic transfer of money" has the meaning ascribed to it
9 in NRS 463.01473.

10 (f) "Issuer" means a business organization, financial institution
11 or authorized agent of a business organization or financial institution
12 that issues a credit card or debit card.

13 **Sec. 8.** NRS 623A.240 is hereby amended to read as follows:

14 623A.240 1. The following fees must be prescribed by the
15 Board and must not exceed the following amounts:

16		
17	Application fee for a certificate of registration	\$300.00
18	Application fee for a certificate to practice as a	
19	landscape architect intern	50.00
20	Examination fee	100.00,
21 plus the actual	
22 cost of the	
23 examination	
24	Certificate of registration	50.00
25	Certificate to practice as a landscape architect	
26	intern	50.00
27	Annual renewal fee	300.00
28	Reinstatement fee	400.00
29	Delinquency fee	100.00
30	Change of address fee	20.00
31	Copy of a document, per page50
32		

33 2. In addition to the fees set forth in subsection 1, the Board
34 may charge and collect a fee for the expedited processing of a
35 request or for any other incidental service it provides. The fee must
36 not exceed the cost incurred by the Board to provide the service.

37 3. The Board may deem the payment of the application fee for
38 a certificate to practice as a landscape architect intern or any portion
39 of that fee by a landscape architect intern to also apply to the
40 application fee for a certificate of registration. If a landscape
41 architect intern pays an application fee so deemed by the Board, the
42 Board shall credit the amount deemed to apply to the application fee
43 for a certificate of registration towards the entire amount of the
44 application fee for the certificate of registration required pursuant to
45 this section.



4. The fees prescribed by the Board pursuant to this section must be paid in :

(a) United States currency in the form of a check, cashier's check or money order or, if applicable, credit card, debit card or electronic transfer of money ~~††~~ ; or

(b) *If applicable, digital tokens through the transfer of digital tokens.*

5. If any check or other method of payment submitted to the Board is dishonored upon presentation for payment, repayment of the fee, including the fee for a returned check in the amount established by the State Controller pursuant to NRS 353C.115, must be made by money order or certified check.

~~††~~ 6. The fees prescribed by the Board pursuant to this section are payable in advance and nonrefundable.

~~††~~ 7. As used in this section:

(a) "Credit card" means any instrument or device, whether known as a credit card or credit plate or by any other name, issued with or without a fee by an issuer for the use of the cardholder in obtaining money, property, goods, services or anything else of value on credit.

(b) "Debit card" means any instrument or device, whether known as a debit card or by any other name, issued with or without a fee by an issuer for the use of the cardholder in depositing, obtaining or transferring funds.

(c) *"Digital token" has the meaning ascribed to it in section 3 of this act.*

(d) "Electronic transfer of money" has the meaning ascribed to it in NRS 463.01473.

(e) *"Transfer of digital tokens" has the meaning ascribed to it in section 3 of this act.*

Sec. 9. NRS 660.045 is hereby amended to read as follows:

660.045 As used in NRS 660.045 to 660.105, inclusive, unless the context otherwise requires:

1. "Electronic terminal" means an electronic device, other than a telephone operated by a customer, through which a customer may initiate an electronic transfer of money. The term includes, but is not limited to, mechanical tellers.

2. "Electronic transfer of money" means any transfer of money, other than a transaction initiated by a check, draft or other similar instrument, that is initiated through an electronic terminal, telephone, computer or magnetic tape for the purpose of ordering, instructing or authorizing a financial institution to debit or credit an account. *The term does not include a transfer of digital tokens, as that term is defined in section 3 of this act.*



1 3. “Financial institution” means a bank, savings and loan
2 association, savings bank, thrift company or credit union regulated
3 pursuant to this title.

4 4. “Mechanical teller” means an electronic terminal used by a
5 financial institution to effectuate transactions solely between itself
6 and its customers. The term does not include any device used solely
7 to guarantee the payment of a check or to authorize or verify the
8 issuance of a check.



Agenda Item 6.D

Nevada State Board of Landscape Architecture

Rules of Practice

(Amended and approved by a vote of the Board 12-6-2002)

In accordance with NRS 233B.050, the Nevada State Board of Landscape Architecture (the "Board") adopts the following rules of practice.

Procedures for handling complaints in violation of 623A

1. Initial Complaint:

Upon the receipt of a complaint against a licensee, applicant or third party, a determination shall be made by the designated board member following consultation with the executive director, if necessary, as to whether the complaint sets forth adequate grounds for the imposition of discipline by the Board. (See NRS 623A.305)

In conjunction with the review of the complaint, the designated board member may forward the Board's complaint form to the complainant and request the complainant to more fully set forth the nature of the complaint, the identity of the complainant and the identity of the person against whom the complaint is made (the "respondent"). A copy of the complaint form currently used by the Board is attached as Exhibit "1" to these Rules of Practice and Procedure.

When the Board receives the completed complaint form, the designated board member, with the assistance of the executive director or the Board's legal counsel, if necessary, shall make an initial determination as to whether it is probable that a violation of the statutes, regulations or rules governing the practice of landscape architecture in the State of Nevada has occurred.

The designated board member shall make a recommendation to the executive director concerning the manner in which the complaint should be handled (dismissal, stipulated agreement with the respondent, or a formal disciplinary hearing). (See NRS 623A.305)

The Executive Director of the Board shall consider the recommendation made by the designated Board member and, if necessary, discuss the matter with the Board's legal counsel. Thereafter, the Executive director shall place the matter on the agenda for the next meeting of the Board (See NRS623A.305)

At a public meeting held in compliance with the open meeting law, the Board will decide whether to dismiss the action, suggest that it be resolved by stipulation with the Executive Director, go forward with a formal disciplinary complaint, or request that additional information be provided. (See NRS233B and NRAA 623A.305)

If the matter is dismissed, the complainant and the respondent shall be advised in writing that the complaint has been dismissed.

If the Board believes that the matter may be best resolved by a stipulated agreement, a designated Board member shall contact the respondent in writing and propose a stipulated agreement. If the respondent accepts the proposed stipulation, the stipulation shall be signed by the respondent and the signed stipulation shall be submitted to the Board at its next meeting. A form stipulated agreement is attached as Exhibit "2".

If the Board decides to go forward with a formal disciplinary complaint, the Board shall set a hearing date and direct the Board's legal counsel to prepare a formal disciplinary complaint.

The Board, acting through the Board President or its Executive Director may issue subpoenas requiring the attendance of an individual or the production of requested documents. (See NRS 623A.140)

Formal Disciplinary Complaint:

The Board's legal counsel shall prepare a formal disciplinary complaint setting forth the specifics of the complaint and the rules, statutes, or regulations which the respondent has allegedly violated. A formal disciplinary complaint is attached as Exhibit "3". The Board's legal counsel shall prepare the notice of the hearing on the formal disciplinary complaint. A formal notice of hearing is attached as Exhibit "4". Board counsel shall forward by certified mail, return receipt requested, the formal complaint and notice of the hearing to the respondent together with a letter advising the respondent of his rights and obligations. A form letter to the respondent is attached as Exhibit "5".

The respondent may request a continuance of the scheduled hearing. Generally, the Board will grant one continuance of a scheduled disciplinary hearing. All other requests for continuances will be denied unless the respondent can demonstrate clear and convincing grounds for the granting of a second continuance.

Prior to the hearing, the Executive Director and designated Board member shall discuss with the Board's legal counsel the parameters within which the disciplinary complaint may be settled. The Board's legal counsel shall discuss possible settlement of the disciplinary action with the respondent. If it appears that the complaint can be resolved by stipulated agreement, the Board's legal counsel shall draft a proposed stipulation to resolve the formal disciplinary complaint. A form Stipulation and Decision of the Board is attached as Exhibit "6".

The proposed Stipulation shall be submitted to the Board at its next meeting. The Stipulation is not effective unless and until the Stipulation is approved by the Board at a public meeting.

Procedures Governing a Formal Disciplinary Hearing:

The respondent is entitled to be represented by an attorney licensed in the State of Nevada.

The President of the Board may appoint additional hearing panel members to take testimony and to make findings of fact in a contested case. The appointed hearing panel members may include Landscape Architect(s) or other design industry professionals. The hearing panel shall contain a minimum of three or a maximum of five members to be made up of Board members and/or appointed hearing panel members.

The President of the Board shall request all hearing panel members to advise whether they have a conflict of interest which requires them to recuse themselves from participation in the hearing.

The Board's legal counsel shall mark and place into evidence all exhibits which support the allegations contained in the complaint. The respondent may state his objections, if any, to the exhibits and may submit additional exhibits which are relevant to the charges set forth in the complaint or to the defenses raised in the respondent's answer to the complaint.

The Board's legal counsel and the respondent may make a short opening statement. Thereafter, the Board's legal counsel shall call witnesses to testify concerning the allegations contained in the complaint. The respondent may cross-examine the witnesses and may call witnesses to testify on his behalf.

The President of the Board, or a Board member designated by the President shall chair the disciplinary hearing. The Chairman of the disciplinary hearing shall make all rulings concerning the admission of evidence. The Chairman of the disciplinary hearing may accept into evidence those exhibits that have been marked and offered by either the Board's legal counsel or the respondent.

Formal rules of evidence do not apply. (See NRS 233B.123)

After the evidence, exhibits and testimony have been submitted, the respondent may make a closing argument. The Board's legal counsel may make a closing argument and may make any recommendation to the Board concerning the manner in which the disciplinary complaint should be resolved.

After the evidence has been submitted and the respondent has finished his closing statement, the Chairman of the disciplinary hearing summarizes the issues to be decided by the Board. The alleged violations must be proved by substantial evidence.

Any hearing panel member may make a motion concerning recommended findings of fact and conclusion of law. The motion must be seconded and adopted by a majority vote of the hearing panel members' participation in the hearing to be effective. Final disciplinary determinations will be made by a majority vote of the Board.

After the Board has orally advised the respondent of its decision, the Board's legal counsel shall draft a formal Decision and Order and submit the draft to the Executive Director. A form Decision and Order is attached as Exhibit "7". The Executive Director may make appropriate revisions and forward the revised Decision and Order to the Chairman of the disciplinary hearing for signature.

The signed Decision and Order shall be served by certified mail on the respondent, return receipt requested.

The respondent has 30 days following the receipt of the written decision to seek judicial review. (See NRS 233B.130)

Nevada State Board of Landscape Architecture

Rules of Practice – Modified text (3-12-2021)

Deleted items have a line through. Added items are in Red.

(Amended and approved by a vote of the Board 12-6-2002)

In accordance with NRS 233B.050, the Nevada State Board of Landscape Architecture (the "Board") adopts the following rules of practice.

Procedures for handling complaints in violation of 623A

1. Initial Complaint:

Upon the receipt of a complaint against a licensee, applicant or third party, a determination shall be made by the ~~designated board member~~ **Executive Director** following consultation with the executive director, if necessary, as to whether the complaint sets forth adequate grounds for the imposition of discipline by the Board. (See NRS 623A.305)

In conjunction with the review of the complaint, ~~the designated board member~~ **Executive Director** may forward the Board's complaint form to the complainant and request the complainant to more fully set forth the nature of the complaint, the identity of the complainant and the identity of the person against whom the complaint is made (the "respondent"). A copy of the complaint form currently used by the Board is attached as Exhibit "1" to these Rules of Practice and Procedure.

When the Board receives the completed complaint form, ~~the designated board member, with the assistance of the~~ **executive director** or the Board's legal counsel,, if necessary, shall make an initial determination as to whether it is probable that a violation of the statutes, regulations or rules governing the practice of landscape architecture in the State of Nevada has occurred.

The ~~designated board member~~ **Executive Director** shall **prepare** a recommendation to ~~the executive director~~ concerning the manner in which the complaint should be handled

(dismissal, stipulated agreement with the respondent, or a formal disciplinary hearing).
(See NRS 623A.305)

The Executive Director of the Board shall discuss the recommendation ~~made by the designated Board member and, if necessary, discuss the matter with the Board's legal~~ counsel. Thereafter, the Executive director shall place the matter on the agenda for the next meeting of the Board (See NRS623A.305)

At a public meeting held in compliance with the open meeting law, the Board will decide whether to dismiss the action, suggest that it be resolved by stipulation with the Executive Director, go forward with a formal disciplinary complaint, or request that additional information be provided. (See NRS233B and NRAA 623A.305)

If the matter is dismissed, the complainant and the respondent shall be advised in writing that the complaint has been dismissed.

If the Board believes that the matter may be best resolved by a stipulated agreement, a designated Board member shall contact the respondent in writing and propose a stipulated agreement, If the respondent accepts the proposed stipulation, the stipulation shall be signed by the respondent and the signed stipulation shall be submitted to the Board at its next meeting. A form stipulated agreement is attached as Exhibit "2".

If the Board decides to go forward with a formal disciplinary complaint, the Board shall set a hearing date and direct ~~the~~ Board's legal counsel to prepare a formal disciplinary complaint.

The Board, acting through the Board President or its Executive Director may issue subpoenas requiring the attendance of an individual or the production of requested documents. (See NRS 623A.140)

Formal Disciplinary Complaint:

The Board's legal counsel shall prepare a formal disciplinary complaint setting forth the specifics of the complaint and the rules, statutes, or regulations which the respondent has allegedly violated. A formal disciplinary complaint is attached as Exhibit "3". The Board's legal counsel shall prepare the notice of the hearing on the formal disciplinary complaint. A formal notice of hearing is attached as Exhibit "4". Board counsel shall forward by certified mail, return receipt requested, the formal complaint and notice of the

hearing to the respondent together with a letter advising the respondent of his rights and obligations. A form letter to the respondent is attached as Exhibit "5".

The respondent may request a continuance of the scheduled hearing. Generally, the Board will grant one continuance of a scheduled disciplinary hearing. All other requests for continuances will be denied unless the respondent can demonstrate clear and convincing grounds for the granting of a second continuance.

Prior to the hearing, the Executive Director ~~and designated Board member~~ shall discuss with the Board's legal counsel the parameters within which the disciplinary complaint may be settled. The Board's legal counsel shall discuss possible settlement of the disciplinary action with the respondent. If it appears that the complaint can be resolved by stipulated agreement, the Board's legal counsel shall draft a proposed stipulation to resolve the formal disciplinary complaint. A form Stipulation and Decision of the Board is attached as Exhibit "6".

The proposed Stipulation shall be submitted to the Board at its next meeting. The Stipulation is not effective unless and until the Stipulation is approved by the Board at a public meeting.

Procedures Governing a Formal Disciplinary Hearing:

The respondent is entitled to be represented by an attorney licensed in the State of Nevada.

The President of the Board may appoint additional hearing panel members to take testimony and to make findings of fact in a contested case. The appointed hearing panel members may include Landscape Architect(s) or other design industry professionals. The hearing panel shall contain a minimum of three or a maximum of five members to be made up of Board members and/or appointed hearing panel members.

The President of the Board shall request all hearing panel members to advise whether they have a conflict of interest which requires them to recuse themselves from participation in the hearing.

The Board's legal counsel shall mark and place into evidence all exhibits which support the allegations contained in the complaint. The respondent may state his objections, if any, to the exhibits and may submit additional exhibits which are relevant to the charges.

set forth in the complaint or to the defenses raised in the respondent's answer to the complaint.

The Board's legal counsel and the respondent may make a short opening statement. Thereafter, the Board's legal counsel shall call witnesses to testify concerning the allegations contained in the complaint. The respondent may cross-examine the witnesses and may call witnesses to testify on his behalf.

The President of the Board, or a Board member designated by the President shall chair the disciplinary hearing. The Chairman of the disciplinary hearing shall make all rulings concerning the admission of evidence. The Chairman of the disciplinary hearing may accept into evidence those exhibits that have been marked and offered by either the Board's legal counsel or the respondent.

Formal rules of evidence do not apply. (See NRS 233B.123)

After the evidence, exhibits and testimony have been submitted, the respondent may make a closing argument. The Board's legal counsel may make a closing argument and may make any recommendation to the Board concerning the manner in which the disciplinary complaint should be resolved.

After the evidence has been submitted and the respondent has finished his closing statement, the Chairman of the disciplinary hearing summarizes the issues to be decided by the Board. The alleged violations must be proved by substantial evidence.

Any hearing panel member may make a motion concerning recommended findings of fact and conclusion of law. The motion must be seconded and adopted by a majority vote of the hearing panel members' participation in the hearing to be effective. Final disciplinary determinations will be made by a majority vote of the Board.

After the Board has orally advised the respondent of its decision, the Board's legal counsel shall draft a formal Decision and Order and submit the draft to the Executive Director. A form Decision and Order is attached as Exhibit "7". The Executive Director ~~may make appropriate revisions and~~ shall forward the ~~revised~~ Decision and Order to the Chairman of the disciplinary hearing for signature.

The signed Decision and Order shall be served by certified mail on the respondent, return receipt requested.

The respondent has 30 days following the receipt of the written decision to seek judicial review. (See NRS 233B.130)

Agenda Item 6.D

Nevada State Board of Landscape Architecture

(Amended and Approved by vote of the Board 3-12-2021, Supersedes 12-6-2002 Policy)

Rules of Practice Supersedes approved 12-6-2002 Policy.

(Amended and approved by a vote of the Board 12-6-2002)

In accordance with NRS 233B.050, the Nevada State Board of Landscape Architecture (the" Board") adopts the following Policy for rules of practice for Hearings and Adjudication.

Procedures for handling complaints in violation of NRS 623A; NAC 623A

Initial Complaint:

Upon the receipt of a complaint against a licensee, applicant or third party, a determination shall be made by the Executive Director following consultation with the Deputy Attorney General, if necessary, as to whether the complaint sets forth adequate grounds for the imposition of discipline by the Board. (See NRS 623A.305)

In conjunction with the review of the complaint, the Executive Director may forward the Board's complaint form to the complainant and request the complainant to more fully set forth the nature of the complaint, the identity of the complainant and the identity of the person against whom the complaint is made (the "respondent"). A copy of the complaint form currently used by the Board is attached as Exhibit "1" to these Rules of Practice and Procedure.

When the Board receives the completed complaint form, the Executive Director or the Board's legal counsel,, if necessary, shall make an initial determination as to whether it is probable that a violation of the statutes, regulations or rules governing the practice of landscape architecture in the State of Nevada has occurred.

The Executive Director shall prepare a recommendation concerning the manner in which the complaint should be handled (dismissal, stipulated agreement with the respondent, or a formal disciplinary hearing). (See NRS 623A.305)

The Executive Director of the Board shall-discuss the recommendation with the Board's legal counsel. Thereafter, the Executive director shall place the matter on the agenda for the next meeting of the Board (See NRS623A.305)

At a public meeting held in compliance with the open meeting law, the Board will decide whether to dismiss the action, suggest that it be resolved by stipulation with the Executive Director, go forward with a formal disciplinary complaint, or request that additional information be provided. (See NRS233B and NRAA 623A.305)

If the matter is dismissed, the complainant and the respondent shall be advised in writing that the complaint has been dismissed.

If the Board believes that the matter may be best resolved by a stipulated agreement, the Executive Director shall contact the respondent in writing and propose a stipulated agreement. If the respondent accepts the proposed stipulation, the stipulation shall be signed by the respondent and the signed stipulation shall be submitted to the Board at its next meeting. A form stipulated agreement is attached as Exhibit "2".

If the Board decides to go forward with a formal disciplinary complaint, the Board shall set a hearing date and direct the Board's legal counsel to prepare a formal disciplinary complaint.

The Board, acting through the Board President or its Executive Director may issue subpoenas requiring the attendance of an individual or the production of requested documents. (See NRS 623A.140; NAC623A.517)

Formal Disciplinary Complaint:

The Board's legal counsel shall prepare a formal disciplinary complaint setting forth the specifics of the complaint and the rules, statutes, or regulations which the respondent has allegedly violated. A formal disciplinary complaint is attached as Exhibit "3". The Board's legal counsel shall prepare the notice of the hearing on the formal disciplinary complaint. A formal notice of hearing is attached as Exhibit "4". Board counsel shall forward by certified mail, return receipt requested, the formal complaint and notice of the hearing to the respondent together with a letter advising the respondent of his rights and obligations. A form letter to the respondent is attached as Exhibit "5".

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the Board's legal counsel shall draft a proposed stipulation to resolve the formal disciplinary complaint. A form Stipulation and Decision of the Board is attached as Exhibit "6".

The proposed Stipulation shall be submitted to the Board at its next meeting. The Stipulation is not effective unless and until the Stipulation is approved by the Board at a public meeting.

Procedures Governing a Formal Disciplinary Hearing:

The respondent is entitled to be represented by an attorney licensed in the State of Nevada.

The President of the Board may appoint additional hearing panel members to take testimony and to make findings of fact in a contested case. The appointed hearing panel members may include Landscape Architect(s) or other design industry professionals. The hearing panel shall contain a minimum of three or a maximum of five members to be made up of Board members and/or appointed hearing panel members.

The President of the Board shall request all hearing panel members to advise whether they have a conflict of interest which requires them to recuse themselves from participation in the hearing. The President of the Board may Chair the hearing or appoint another member of the board as Chair. (NAC623A.520.5)

The Board's legal counsel shall mark and place into evidence all exhibits which support the allegations contained in the complaint. The respondent may state his objections, if any, to the exhibits and may submit additional exhibits which are relevant to the charges set forth in the complaint or to the defenses raised in the respondent's answer to the complaint.

The Board's legal counsel and the respondent may make a short opening statement. Thereafter, the Board's legal counsel shall call witnesses to testify concerning the allegations contained in the complaint. The respondent may cross-examine the witnesses and may call witnesses to testify on his behalf.

The President of the Board, or a Board member designated by the President shall chair the disciplinary hearing. The Chairman of the disciplinary hearing shall make all rulings concerning the admission of evidence. The Chairman of the disciplinary hearing may accept into evidence those exhibits that have been marked and offered by either the Board's legal counsel or the respondent.

Formal rules of evidence do not apply. (See NRS 233B.123)

After the evidence, exhibits and testimony have been submitted, the respondent may make a closing argument. The Board's legal counsel may make a closing argument and may make any recommendation to the Board concerning the manner in which the disciplinary complaint should be resolved.

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After the Board has orally advised the respondent of its decision, the Board's legal counsel shall draft a formal Decision and Order and submit the draft to the Executive Director. A form Decision and Order is attached as Exhibit "7". The Executive Director will forward the Decision and Order to the Chairman of the disciplinary hearing for signature.

The signed Decision and Order shall be served by certified mail on the respondent, return receipt requested.

The respondent has 30 days following the receipt of the written decision to seek judicial review. (See NRS 233B.130; NAC623A.520.12)

(See NAC623A.520)

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT is entered into between Washoe County, a political subdivision of the State of Nevada ("County") and **Name** ("Consultant"), collectively (the "Parties").

WITNESSETH:

WHEREAS, County desires to engage Consultant to render certain consulting services in Support of the "**Project Title**" (the "Project"); and

WHEREAS, County requires certain professional services in connection with the Project, as described in Exhibit "**A**", Scope of Work (the "Services"); and

WHEREAS, Consultant represents that it is duly qualified, ready, willing and able to provide the Services by virtue of its education, training and experience; and

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

ARTICLE 1 - EFFECTIVE DATE

The effective date of this Agreement shall be **DATE**,

CONSULTANT shall begin performance of services as provided herein upon notice to proceed and shall complete all Services identified in Exhibit **A**, Scope of Work in accordance with the Standard of Care as set forth in Article 5 herein no later than **DATE**, unless this Agreement is terminated sooner in accordance with its terms.

ARTICLE 2 - SERVICES TO BE PERFORMED BY CONSULTANT

Consultant agrees to perform and complete all Services identified in Exhibit **A**, Scope of Work under this Agreement, and any amendment thereto in accordance with the Standard of Care as set forth in Article 5 herein. Consultant shall be responsible for the quality, technical accuracy, completeness and coordination of all reports, information, specifications and other items and services furnished under this Agreement and any amendments hereto. County reserves the right to inspect, comment on, and request revision of, all Services identified in Exhibit **A** and any amendments thereto performed by Consultant prior to acceptance, and Consultant warrants that such Services shall be fit and sufficient for the purposes expressed in, or reasonably inferred from, this Agreement and any amendments hereto.

Failure to provide major deliverables, including, but not limited to, Services identified in Exhibit **A**, Scope of Work, shall constitute a material breach of this Agreement unless waived in writing by the County.

ARTICLE 3 - COMPENSATION

3.1 Compensation for Services

For Services defined in Section 1 above, Consultant's compensation shall be determined on a time and material basis, in accordance with the Fee Schedule described in Exhibit "**A**", which is attached hereto and incorporated by reference as part of the Agreement, and shall not exceed the sum of **Amount – Words & Numbers (\$xx,xxx.xx)**. Consultant shall satisfy its obligations hereunder without additional cost or expense to County during the term of this Agreement other than the heretofore stated compensation and the fee schedule described in Exhibit **A**. The Fee Schedule may be renegotiated at the

end of one (1) year upon request by either the County or the Consultant. The actual costs charged for the work by Consultant in accordance with this provision shall be full compensation to Consultant for all Services and duties required by the Scope of Work, including, but not limited to: costs of supplies, facilities and equipment; costs of labor and services of employees, consultants and sub-consultants engaged by Consultant; travel expenses, telephone charges, typing, duplicating, costs of insurance, and all items of general overhead. Consultant shall submit billings on a monthly basis.

3.2 Compensation for Additional Services

If County requests Consultant to perform additional services, other than those required to be performed under Services identified in Exhibit A, Scope of Work, the cost of such additional services shall be determined prior to commencing additional work. All additional services and amount of payment must be authorized in writing by County prior to commencing any work for such services.

3.3 Methods and Times of Payment

Consultant shall submit to County monthly progress invoices indicating the number of hours each employee provided services and other allowed direct expenses. Payment to Consultant for work on the Project shall be made within forty-five (45) days after receipt and approval of Consultant's invoice, said approval not to be unreasonably withheld. Payment by County of invoices or requests for payment shall not constitute acceptance by County of work performed on the Project by Consultant. No penalty shall be imposed upon the County for payment(s) received by Consultant after forty-five days.

3.4 Dispute of Work

County shall notify Consultant in writing within thirty (30) days of receipt of the work, or portion of work, which is not approved. For work, or portions of the work, which are unapproved, the County and Consultant shall develop a mutually acceptable method to resolve the dispute within thirty (30) days of receipt by the Consultant of notice from the County. If the County and Consultant cannot reasonably agree to remedy the dispute of unapproved work within the thirty-day period, the work shall be terminated or suspended per Article 12.

ARTICLE 4 - TIME SCHEDULE FOR COMPLETION

The Services identified in Exhibit A, Scope of Work on the Project shall be diligently performed and be completed no later than DATE. Consultant shall be granted time extensions for items within the phases of the Project in writing by County if the time schedules cannot be met because of delays beyond Consultant's reasonable control, including, but not limited to, County's failure to furnish information, or to approve or disapprove Consultant's work promptly. Consultant will provide to County a monthly report including a schedule identifying progress or work completed, problems or difficulties being encountered, work to be initiated during the following month and other useful information. This report will be submitted on the first day of each month and will be in a format suitable for submittal to other interested agencies. Consultant's failure to submit promptly the monthly progress report may cause delay in payment from the County.

ARTICLE 5 - STANDARD OF CARE

Consultant shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily provided under similar circumstances and Consultant shall, at no cost to

County, re-perform services which fail to satisfy the foregoing standard of care provided that Consultant is notified in writing by County of the deficiency within six (6) months of performance of the deficient Services. Such re-performed Services may include, but not be limited to, correcting errors and omissions, or any other deficiencies in designs, drawings, specifications and reports. County reserves the right to inspect, comment on, and request revision of, all Services performed by Consultant prior to acceptance, and Consultant warrants that Services shall be fit and sufficient for the purposes expressed in and intended by this Agreement and any amendments thereto. Failure to provide Services or re-performed Services in accordance with the foregoing standard of care shall constitute a material breach of this Agreement unless waived by the County. Review and approvals by County do not relieve Consultant of its responsibilities under this Article. Except as is otherwise provided for in this Article, the re-performance of Services is the Consultant's entire responsibility and the County's exclusive remedy for Services rendered or to be rendered hereunder, and no additional warranties, guarantees or obligations are to be implied.

ARTICLE 6 - LIMITATIONS OF RESPONSIBILITY

Consultant shall not be responsible for construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project. In addition, Consultant shall not be responsible for the failure of any other consultant, subcontractor, vendor, or other project participant to fulfill contractual or other responsibilities to County or to comply with federal, state, or local laws, ordinances, regulations, rules, codes, orders, criteria, or standards. Consultant shall notify County of any apparent unsafe conditions, methods or procedures that the Consultant may observe at the project site.

ARTICLE 7 - OPINIONS OF COST AND SCHEDULE

Since Consultant has no control over the cost of labor, materials, equipment or services furnished by others, including over any other consultants', subcontractors', or vendors' methods of determining prices, or over competitive bidding or market conditions, Consultant's cost estimates shall be made on the basis of qualification and experience.

Since Consultant has no control over the resources provided by others to meet contract schedules, Consultant's forecast schedules for completion of Services shall be established based on generally acceptable schedules for and performance standards of similarly situated professionals qualified and experienced to perform the Services. Consultant cannot and does not guarantee that proposals, bids or actual project costs will not vary from its cost estimates or that actual schedules will not vary from its forecast schedules.

ARTICLE 8 - INDEPENDENT CONTRACTOR

Consultant undertakes performance of the Services as an independent contractor, is not entitled to benefits provided to employees of the County, is solely responsible for federal taxes and social security payments applicable to money received for services herein provided and understands the County will file an IRS Form 1099 for all payments made to Consultant. Consultant shall be wholly responsible for the methods of performance. County shall have no right to supervise the methods used by Consultant. County shall have the right to observe such performance. Consultant shall work closely with County in performing Services under this Agreement.

ARTICLE 9 - PERMITS AND LICENSES

Consultant shall procure the permits, certificates, and licenses necessary to allow Consultant to perform the Services. Consultant shall not be responsible for procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to Consultant in Exhibit A, Scope of Services.

ARTICLE 10 - COUNTY'S RESPONSIBILITY

County shall provide any information authorized by law in its possession that is requested by Consultant and is necessary to complete the Project. County shall assist Consultant in obtaining access to public and private lands so Consultant can perform the Services. County shall examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by Consultant and shall render decisions pertaining thereto within a reasonable time so as not to delay the work of Consultant.

ARTICLE 11 - REUSE OF DOCUMENTS

All documents, including computer files, drawings, specifications, and computer software, prepared by Consultant pursuant to this Agreement are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by County or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by Consultant for the specific purpose intended will be at County's sole risk and without liability or legal exposure to Consultant; and County shall indemnify and hold harmless Consultant against all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from such reuse. Any such verification or adaptation will entitle Consultant to further compensation at rates to be agreed upon by County and Consultant.

Copies of all documents, including reports, computer files, drawings, specifications, and computer software, prepared by Consultant pursuant to this agreement will be provided to the County in electronic format accompanied by the appropriate documentation necessary to catalog them in the context of this project.

When transferring data in electronic media format, Consultant makes no representation as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by Consultant at the beginning of the Project.

Because the data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within 60 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files. Consultant shall not be responsible to maintain documents stored in electronic media format after acceptance by County.

ARTICLE 12 - TERMINATION OR EXTENSION OF CONTRACT

Either Party may terminate this Agreement by written notice to the other Party if the other Party is in material breach or default of any provision of this Agreement and does not remedy such breach or default, or provide satisfactory evidence that such default will be expeditiously remedied, within thirty (30) days after being given such notice. In the event of such termination, County shall pay Consultant for all Services satisfactorily performed to the date of termination.

County, in its sole discretion, shall have the right to terminate this Agreement or suspend performance thereof for County's convenience upon written notice to Consultant, and Consultant shall terminate or suspend performance of services within thirty (30) days on a schedule acceptable to County. In the event of termination or suspension for County's convenience, County shall pay Consultant for all Services performed in accordance with the terms of this Agreement.

In the event that the County's governing body fails to appropriate or budget funds for the purposes specified in this Agreement, or that the County's governing body has been required, in its sole judgment, to amend previous appropriations or budgeted amounts to eliminate or reduce funding for the purposes of this Agreement, this Agreement shall be terminated without penalty, charge, or sanction.

ARTICLE 13 - NONDISCLOSURE OF PROPRIETARY INFORMATION

Consultant shall consider all information provided by County to be proprietary unless such information is available from public sources, was known to Consultant prior to the execution of this Agreement, was received by Consultant from a third-party source not under any obligation of confidentiality to the County, or is required by law or ordered to be disclosed in a regulatory or judicial proceeding. Consultant shall not publish or disclose proprietary information for any purpose other than the performance of the Services without the prior written authorization of County or in response to legal process or as required by the regulations of public entities.

ARTICLE 14 - NOTICE

Any notice, demand, or request required by or made pursuant to this Agreement shall be deemed properly made if personally delivered in writing on the date of delivery, or, if deposited in the United States mail, postage prepaid, to the address specified below, three days after the date of mailing:

To County:	To Consultant:
David Solaro, Director	Name
Washoe County Community Services	Address
1001 East 9 th Street	
Reno, NV 89512	

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Consultant and County.

ARTICLE 15 - UNCONTROLLABLE FORCES

Neither County nor Consultant shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to uncontrollable forces the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid and is not reasonably foreseeable at the time of entering into this Agreement. The term "uncontrollable forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the control of the non-performing party. It includes, but is not limited to, fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, inability to procure permits, licenses, or authorizations from any state, local, or federal agency or person for any of the supplies, materials, accesses, or services required to be provided by either County or Consultant under this Agreement, strikes, work slowdowns or other labor disturbances, and judicial restraint. Consultant shall be paid for services performed prior to the delay plus related costs incurred attributable to the delay.

Neither Party shall, however, be excused from performance if nonperformance is due to uncontrollable forces which are removable or remediable nor which the non-performing Party could have, with reasonable dispatch removed or remedied. The provisions of this Article shall not be interpreted or construed to require Consultant or County to prevent, settle, or otherwise avoid a strike, work slowdown, or other labor action. The non-performing Party shall upon being prevented or delayed from performance by an uncontrollable force, immediately give written notice to the other Party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

ARTICLE 16 - GOVERNING LAW-VENUE

Nevada law governs this Agreement and all adversarial proceedings arising out of this Agreement or arising out of planning or constructing the Project outlined in Article 2 – Services to be Performed by Consultant. Venue for all adversarial proceedings arising out of this Agreement or arising out of planning or constructing the Project outlined in Article 2 – Services to be Performed by Consultant shall be in state district court in Washoe County, Nevada.

ARTICLE 17 - MISCELLANEOUS

17.1 Nonwaiver

A waiver by either County or Consultant of any breach of this Agreement shall not be binding upon the waiving Party unless such waiver is in writing. In the event of a written waiver, such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

17.2 Severability

If any provision of this Agreement is determined to be illegal, invalid, or unenforceable, the provision shall be deleted and the parties shall, if possible, agree on a legal, valid, and enforceable substitute provision that is as similar in effect to the deleted provision as possible. The remaining portion of the Agreement not determined to be illegal, invalid, or unenforceable shall, in any event, remain valid and effective for the term remaining unless the provision found illegal, invalid, or unenforceable goes to the essence of this Agreement.

ARTICLE 18 - INTEGRATION AND MODIFICATION

This Agreement represents the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by each of the Parties. Unless otherwise specified in writing, if there is any inconsistency between the terms of this Agreement and any other agreement between the Parties, the terms of this Agreement shall control.

In the event of any conflict between the documents that make up this Agreement, the documents will prevail in the following order: the Agreement for Professional Consulting Services Agreement, Insurance Exhibit, and then any other agreement / exhibits.

ARTICLE 19 - SUCCESSORS AND ASSIGNS

County and Consultant each binds itself and its directors, officers, partners, successors, executors, administrators, assigns and legal representatives to the other party to this Agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other party, in respect to all covenants, agreements, and obligations of this Agreement.

ARTICLE 20 - ASSIGNMENT

Neither County nor Consultant shall assign, sublet, or transfer any rights under or interest in (including, but without limitation, monies that may become due or monies that are due) this Agreement without the written consent of the other, except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Consultant from employing such independent consultants, associates, and subcontractors, as he may deem appropriate to assist him in the performance of the Services hereunder.

ARTICLE 21 - THIRD PARTY RIGHTS

Nothing herein shall be construed to give any rights or benefits to anyone other than County and Consultant.

ARTICLE 22 – INDEMNIFICATION AND INSURANCE

Washoe County has established specific indemnification and insurance requirements for agreements/contracts with consultants, engineers, and architects to help assure that reasonable insurance coverage is maintained. Indemnification and hold harmless clauses are intended to assure that consultants accept and are able to pay for the loss or liability related to their activities. Exhibit “X” Insurance Specifications is included by reference. All conditions and requirements identified in this exhibit shall be completed prior to the commencement of any work under this Agreement.

ARTICLE 23 – LIMITED LIABILITY

County will not waive and intends to assert available defenses and limitations contained in Chapter 41 of the Nevada Revised Statutes. Contract liability of both parties shall not be subject to punitive damages. Actual damages for the County’s breach of this Agreement shall never exceed the amount of funds that have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

Consultant agrees to indemnify, hold harmless and defend County and the employees, officers and agents of County from any liabilities, damages, losses, claims, actions or proceedings, including, without limitation, reasonable attorneys’ fees and costs, to the extent that such liabilities, damages, losses, claims, actions or proceedings are caused by the negligence, errors, omissions, recklessness or intentional misconduct of Consultant or the employees or agents of the Consultant (1) in the performance of the contract, or (2) which are, or are not, based upon or arising out of the professional services of Consultant, to the full extent allowed by law.

More specifically and without limitation to the foregoing, in recognition of the limitations provided in NRS 338.155, Consultant is not required to defend County and the employees, officers and agents of the County with respect to the liabilities, damages, losses, claims, actions or proceedings caused by the negligence, errors, omissions, recklessness or intentional misconduct of Consultant or the employees or agents of Consultant which are based upon or arising out of the professional services of Consultant. However, if Consultant is adjudicated to be liable by a trier of fact, the trier of fact shall award reasonable attorney’s fees and costs to be paid to the County, as reimbursement for the attorney’s fees and costs incurred by County in defending the action, by Consultant in an amount which is proportionate to the liability of Consultant.

ARTICLE 24 - ORGANIZATION'S CERTIFICATION

Consultant, its principals and agents, to the best of its knowledge and belief:

- a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or state department or agency;
- b) Have not within a three year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in (ii) above;
- d) Have not within a three-year period preceding this Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default; and
- e) Understand that a false statement on this certification may be grounds for rejection or termination of this Agreement. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

IN WITNESS WHEREOF, the parties have executed this Agreement.

WASHOE COUNTY:

CONSULTANT:

Dated this ____ day of _____, 2020

Dated this ____ day of _____, 2020

By _____
Mark Stewart
Purchasing & Contracts Manager

By _____
Name & Position
Company Title



Nevada State Board of Landscape Architecture

March 12, 2021

Sophia Kirschenman, Park Planner,
Washoe County
Community Services Department
Regional Parks and Open Space
1001 East 9th Street
Reno, NV 89520-0027
Via Email: Skirchenman@washoecounty.us

2021 Board Members

Melinda Gustin
Reno
*Public Member
Board President*

Stanton Southwick
Board Secretary
Las Vegas

Marc Chapelle
*CLARB
Representative*
Reno

Laura Miller
Communications
Las Vegas

John L'Etoile
Reno

Ellis L. Antuñez
Executive Director

Henna Rasul
*Senior Deputy
Attorney General*

*The Board welcomes
contributions,
questions and comments;
please direct all
correspondence to:*

P. O. Box 34143
Reno, NV 89533

E-mail
LandscapeBoard@
Nsbla.nv.gov

Visit us at
www.nsbla.state.nv.us

Phone: 775-971-4410

Dear Ms, Kirschenman,

It has come to the attention of the Nevada State Board of Landscape Architecture that a Request for Proposal has been put forth to the design community for a Master Plan of the Canapa Ranch and Carcione Trail Head.

Within the proposal, it states that the number 1 evaluation for selection of the professional(s) will be as follows:

Proposals will be evaluated based on the following criteria:

1. Cost (Weight: 20%)

NAC 623.800 Proposals for publicly funded projects. ([NRS 623.140](#)) An architect, interior designer or residential designer who holds a certificate of registration shall not submit any information to the State of Nevada or any of its political subdivisions as part of a proposal for a publicly funded project which would enable the public agency to evaluate the proposal on any basis other than the competence and qualifications of the registrant to perform the type of services required.

(Added to NAC by Bd. of Architecture, eff. 9-15-89; A by Bd. of Architecture, Interior Design & Residential Design, 5-20-96; R076-13, 2-26-2014)

A Registered Landscape Architect would be in violation of the code of conduct:

NAC623A.490 Professional conduct and duties of certificate holders; grounds for disciplinary action.

11. A certificate holder shall not engage in conduct which involves fraud or the wrongful exploitation of the rights of other persons and shall not counsel or assist a client in conduct that the certificate holder knows, or should know, involves fraud or *other illegal acts*. (italics added).

The Board requests that an amendment to the Request for Proposal be made to delete the evaluation of cost for planning and design services, with the remaining items reweighted to evaluate on the experience, competence and qualifications of those firms and/or individuals submitting proposals.

Your timely attention to this matter would be appreciated.

If you have questions concerning this or other matters, please, do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Ellis L. Antuñez".

DRAFT

Agenda Item 7.B



[The Alliance for Responsible Professional Licensing](#) (ARPL), of which ASLA is a member, commissioned Oxford Economics to produce a first-of-its-kind quantitative research study, [Valuing Professional Licensing in the U.S.](#), to explore the impacts of professional licensing in highly complex, technical fields.

The ARPL-Oxford report comes as licensing reform is emerging as a hot topic of debate in statehouses across America. The Valuing Professional Licensing report delivers a red flag to lawmakers and policy setters who are considering applying one-size-fits-all legislation in an attempt to roll back their state licensing programs. This study takes a deeper dive into the data to uncover nuanced findings about the effects of licensing on different types of professions and occupations. Key findings of the Oxford research include:

Among professionals in technical fields requiring significant education and training (landscape architects, engineers, surveyors, architects, and CPA's), a license narrows the gender-driven wage gap by about one third and the race-driven wage gap by about half.

- Minority professionals can expect an **8.1% hourly wage increase** on average after becoming licensed in their field.
- Female professionals can expect a **6.1% hourly wage increase** on average after becoming licensed in their field.
- Both white professionals and male professionals were shown to benefit from licensing too, but to a lesser degree.

The value of licensing is especially significant for those in trade and vocational occupations.

- Trade and vocational occupations (e.g., barber, plumber, etc.) can expect a **7.1% hourly wage increase** after becoming licensed.
- Professional occupations can expect a **3.6% wage increase** after becoming licensed.

These key findings, among others in the report, highlight how policymakers have a responsibility to acknowledge the inherent differences of licensing on various professions and occupations and to develop narrowly tailored policy solutions to solve occupation-specific licensing challenges. Broad-brush one-size-fits-all policy doesn't work, but responsible licensing does.

American Society of Landscape Architects
636 Eye St NW, Washington, DC 20001
202-898-2444
governmentaffairs@asla.org
asla.org

KEY FINDINGS:

VALUING PROFESSIONAL LICENSING IN THE U.S.

INTRODUCTION

[The Alliance for Responsible Professional Licensing](#) (ARPL) commissioned Oxford Economics to produce a first-of-its-kind quantitative research study, *Valuing Professional Licensing in the U.S.*, which explores the impacts of professional licensing in highly complex, technical fields. Here's what the research found:

KEY FINDINGS

Across all professions and occupations, **licensing is associated with a 6.5% average increase in hourly earnings**, even after accounting for the job holder's educational attainment, gender, and racial demographics.

Among professionals in technical fields requiring significant education and training, **a license narrows the gender-driven wage gap by about one third and the race-driven wage gap by about half.**

Minority engineers, surveyors, architects, landscape architects, and CPAs can expect an **8.1% hourly wage increase** on average after becoming licensed in their field.

Female engineers, surveyors, architects, landscape architects, and CPAs can expect a **6.1% hourly wage increase on average** after becoming licensed in their field.

Both **white professionals and male professionals were shown to benefit from licensing too, but to a lesser degree.** White engineers, surveyors, architects, landscape architects, and CPAs can expect a 2.9% hourly wage increase after becoming licensed; and males in these professions can expect a 0.7% hourly wage increase after becoming licensed.

Those in trade and vocational occupations (e.g., barber, plumber, etc.) can expect a **7.1% hourly wage increase** after becoming licensed, while those in a profession requiring advanced education and training (e.g., engineer, architect, etc.) can expect a **3.6% wage increase** after becoming licensed.

For more information about the research, email info@responsiblelicensing.org.

VALUING PROFESSIONAL LICENSING IN THE US

A REPORT FOR THE ALLIANCE FOR RESPONSIBLE PROFESSIONAL LICENSING

JANUARY 2021



ABOUT OXFORD ECONOMICS

Oxford Economics was founded in 1981 as a commercial venture with Oxford University's business college to provide economic forecasting and modelling to UK companies and financial institutions expanding abroad. Since then, we have become one of the world's foremost independent global advisory firms, providing reports, forecasts and analytical tools on more than 200 countries, 250 industrial sectors, and 7,000 cities and regions. Our best-in-class global economic and industry models and analytical tools give us an unparalleled ability to forecast external market trends and assess their economic, social and business impact.

Headquartered in Oxford, England, with regional centers in New York, London, Frankfurt, and Singapore, Oxford Economics has offices across the globe in Belfast, Boston, Cape Town, Chicago, Dubai, Dublin, Hong Kong, Los Angeles, Melbourne, Mexico City, Milan, Paris, Philadelphia, Stockholm, Sydney, Tokyo, and Toronto. We employ 400 full-time staff, including more than 250 professional economists, industry experts and business editors—one of the largest teams of macroeconomists and thought leadership specialists. Our global team is highly skilled in a full range of research techniques and thought leadership capabilities, from econometric modelling, scenario framing, and economic impact analysis to market surveys, case studies, expert panels, and web analytics.

Oxford Economics is a key adviser to corporate, financial and government decision-makers and thought leaders. Our worldwide client base now comprises over 1,500 international organizations, including leading multinational companies and financial institutions; key government bodies and trade associations; and top universities, consultancies, and think tanks.

JANUARY 2021

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The modeling and results presented here are based on information provided by third parties, upon which Oxford Economics has relied in producing its report and forecasts in good faith. Any subsequent revision or update of those data will affect the assessments and projections shown.

To discuss the report further please contact:

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CONTENTS

Executive summary	4
1. Introduction	7
2. Literature review	9
2.1 Wage gap	11
2.2 Licensing and minorities	13
2.3 Worker mobility	15
3. Professional deep dives	18
3.1 Certified Public Accountants	19
3.2 Architects and landscape architects	23
3.3 Engineers and surveyors	30
4. Empirical analysis	33
4.1 Licenses, certifications and hourly earnings	33
4.2 The effect of licensing and certification by skill level	34
4.3 The effect of licensing on female and ethnic minorities	35
4.4 The effect of licensing on female and minority workers, by skill level	36
5. Conclusion	37
Appendix	38

EXECUTIVE SUMMARY

Professional licensing is the process to become credentialed in a profession. Its main purpose is to indicate that a practitioner is capable of performing a certain type of work safely and competently, in order to protect public health, safety, and welfare. To become licensed, workers need to meet education, examination, and experience requirements, which differ by profession.

1 in 4 workers

holds a certificate or
license in 2019 in the US



Over the past decades, the proportion of US workers holding an occupational license or certification has increased from about 5% of workers in the 1950s to about one in four (24%) workers holding a certificate (2%) or license (22%) in 2019, according to the Bureau of Labor Statistics. Licensing can provide significant safeguards and advantages to consumers, protecting them from low-quality providers and overpriced services. Nevertheless, critics and some legislators argue that the US licensing systems also create substantial costs, by artificially increasing licensing requirements beyond the skills needed for the job and in turn raising the price for the consumer.

Calls for deregulation, however, are often not narrowly tailored to address specific trades and vocations. Many of the current draft bills instead propose to discard licensing systems for all occupations—weakening or eliminating licensing standards for professions including **engineers, surveyors, architects, landscape architects, and certified public accountants (the licensed**

professions represented by ARPL members and evaluated in this study). Interestingly, unlike these blanket calls for deregulation, consumers seem to have a much clearer understanding of the difference between occupational and professional licensing. Some 75% of the respondents to a Benenson Strategy Group survey were supportive of licensing regulations for highly technical professions that have a direct impact on public health and safety.¹

Against this backdrop, **the Alliance for Responsible Professional Licensing (ARPL) is seeking to deepen understanding of the full impact of professional licensing.** ARPL is composed of four national associations that represent the above-mentioned highly complex, technical professions, and their state licensing boards. Its mission is to promote a responsible approach to professional licensing, and this is achieved by educating policymakers and the public on the importance of high standards within their professions, as well as offering best practices and advocating for uniform qualifications and standards. To pursue this mission, ARPL commissioned Oxford Economics to undertake independent research to review the evidence base in this field, analyze characteristics of the professional workforce, and empirically show the effects of occupational licensing across the skill spectrum.

LITERATURE REVIEW

The academic literature on professional licensing is extensive. On the one hand, theory suggests that licensing has the potential to protect the public against incompetent practitioners and create clear career paths for workers. It can also

¹ Benenson Strategy Group (BSG) and ARPL, "Exploring Public Opinion of Professional Licensing", available at: <http://www.responsiblelicensing.org/new-research-exploring-public-opinion-of-professional-licensing/>

help consumers distinguish high- and low-quality providers. On the other hand, scholars have argued that licensure reduces employment in the licensed occupation, and hence competition, in turn driving up the price of goods and services. This study reviews the impact of licensing on wages, mobility, and its effects on women and minorities.

The impact of licensure on salaries has been studied extensively. Most studies find that unlicensed workers earn 10% to 15% lower wages than licensed workers with similar levels of education, training, and experience. **Licensing can yield wage premia** for two theoretical reasons: 1) it functions as a signal of high productivity, similar to a university degree; and 2) it increases barriers to entry, thereby reducing the availability of practitioners and increasing wages. Koumenta and Pagliero (2019) estimate that the latter channel accounts for about one-third of the wage effect and the remaining is attributed to signaling. This finding suggests that the barriers posed by licensing programs play a much smaller role than many critics may think compared to the stronger productivity effect.

Several scholars have attempted to determine **how licensing impacts different demographic groups**. The majority of the findings tend to find greater wage premia from licensing for female and minority workers, suggesting that entering a licensed occupation could help level the playing field for these groups, and even narrow or close wage gaps. For example, Bailey and Belfield (2018) find that, across college-educated workers, a license is associated with gains in earnings of 20% and 8% for female and male workers, respectively.

Another widespread subject in the licensing literature is **worker mobility**. The professions of interest in this study have made significant efforts to harmonize the system and make it easier for professionals to migrate across states. Architects with a National Council of Architectural Registration Boards (NCARB) Certificate, for example, can apply

for reciprocal licensure in all 55 US jurisdictions. Literature on the subject finds that regulatory harmonization increases cross-border labor migration, suggesting that it is not the licensing system per se that potentially discourages mobility, but rather the different state-level requirements.



WORKFORCE CHARACTERISTICS

This study goes beyond literature reviews and dives deeper into the professions of interest to ARPL. We show that, across all professions, women and ethnic minorities (here defined as non-white) still tend to be underrepresented. Encouraging signs, however, come from the gender and ethnic composition of students and graduates in the relevant disciplines. Across the board, the intake of new talent appears to be much more diverse than the current stock of licensed workers, suggesting the future of the licensed workforce is likely to be more balanced across genders and races.



Clearly, occupational characteristics and competencies vary widely across different professions. Implications on socio-demographic access and equity, as well as broader public safety associated with very high-skilled professions, **require an approach that goes beyond much of the "one size fits all" found throughout much of the literature.**

EMPIRICAL ANALYSIS

In the final section of this study, we therefore show that **licensing has very different effects for professions with high skill requirements and public impact compared to low skill occupations**. We first analyze how the wages of those with licenses or certifications compare with those without, across all occupations. In our baseline specification, the estimates suggest licensing is associated with approximately 6.5% higher hourly earnings, even after accounting for educational attainment, demographic, and occupational characteristics.

6.5%

increase in hourly earnings
from having a license



We then look at the wage effects of licensing and certification by occupational skill level. We find that, while licensing and skills both increase wages, **licensing has a stronger wage effect at the bottom of the skill distribution**. This implies that both barbers and engineers are better off with a license, but to a very different extent, suggesting that equalizing all licensed occupations under one single regulatory framework could have potentially dangerous and unintended consequences.

5.6%-7.4%

License premium for men
and women, respectively



Next, we estimate the occupational license premium across all occupations, allowing for heterogeneity by gender and race. We estimate the license premium for men is 5.6%, whereas

the license premium for women equals 7.4%, suggesting **the returns to occupational licensing are higher for women than men**. On the other hand, we find that licenses do not seem to significantly contribute to narrowing the race-driven wage gap among Black and Hispanic professionals across all occupations.

Finally, we attempt to account for differences in the licensing premia due to both gender/race and skill level. We find that a female engineer (an example of a high skill licensed profession) can expect better wage returns to gaining a license than a male engineer, all else equal. The opposite is true among low-skill workers, where men see better licensing returns than women. This finding suggests that **professional licensing among highly skilled professions** (such as that provided by ARPL members) **positively contributes to narrowing the gender-driven wage gap**. Similarly, highly skilled minority workers are found to receive greater returns from licensing than high-skill non-minorities, suggesting that professional licensing among highly skilled professions (including the ARPL professions) **can also positively contribute to narrowing the race-driven wage gap**.

Overall, this study points to the fact that professional licensing of highly skilled workers should be understood and regulated separately from occupational licensing of trades and vocations. This is because:

- Its wage impact is different in size from that of lower-skill vocations;
- It appears to substantially support women and minorities move toward wage parity, and this is only true among highly skilled workers according to our model findings; and
- The level of risk and responsibilities involved in these professions calls for greater scrutiny over these roles and the repercussions of blanket deregulation for public safety and welfare could be considerable.

1. INTRODUCTION

Over the past decades, the proportion of US workers holding an occupational license has increased from about 5% of workers in the 1950s to nearly one in four workers holding a certificate or license in 2019.² This increase was driven by a **dramatic increase in the number and the range of occupations requiring a license.**

The importance of an increase in the number of licensed occupations suggests that licensing has expanded considerably into sectors that were not historically associated with it. For example, specialty hair braider licensing requirements first appeared in the nineties, and some states have first introduced pet grooming licenses in the 2010s.

Highly skilled professions such as architects, instead, have been regulated and licensed for over a century.³ It is therefore important to acknowledge that the driver for the growth in licensed workers has been the increasing number of occupations with licensing programs, rather than the rising numbers of licensed practitioners within historically licensed occupations and professions.

Licensing can provide significant safeguards and advantages to consumers. Nevertheless, critics argue that the US licensing systems also create substantial costs, by artificially increasing licensing requirements beyond the skills needed for the job and in turn raising the price for the consumer. These criticisms, however, tend to apply to low skill occupations, whereby licensing requirements are perceived as excessively regulating entry into a profession. This study instead focuses on a set of highly complex professions that have a

direct impact on public health, safety, and welfare. These include:

- Certified public accountants (CPAs);
- Architects and landscape architects; and
- Engineers and surveyors.

In 2019, the US was home to 674,000 certified public accountants, 116,000 architects, 19,000 landscape architects, 492,000 engineering licensees, and nearly 38,000 surveying licensees. These highly educated workers help people and companies plan their finances, design the places we live and work in, and supervise the construction of roads and bridges. To better understand the skills and education demanded in these professions, we examined their respective O*NET's Job Zones.⁴

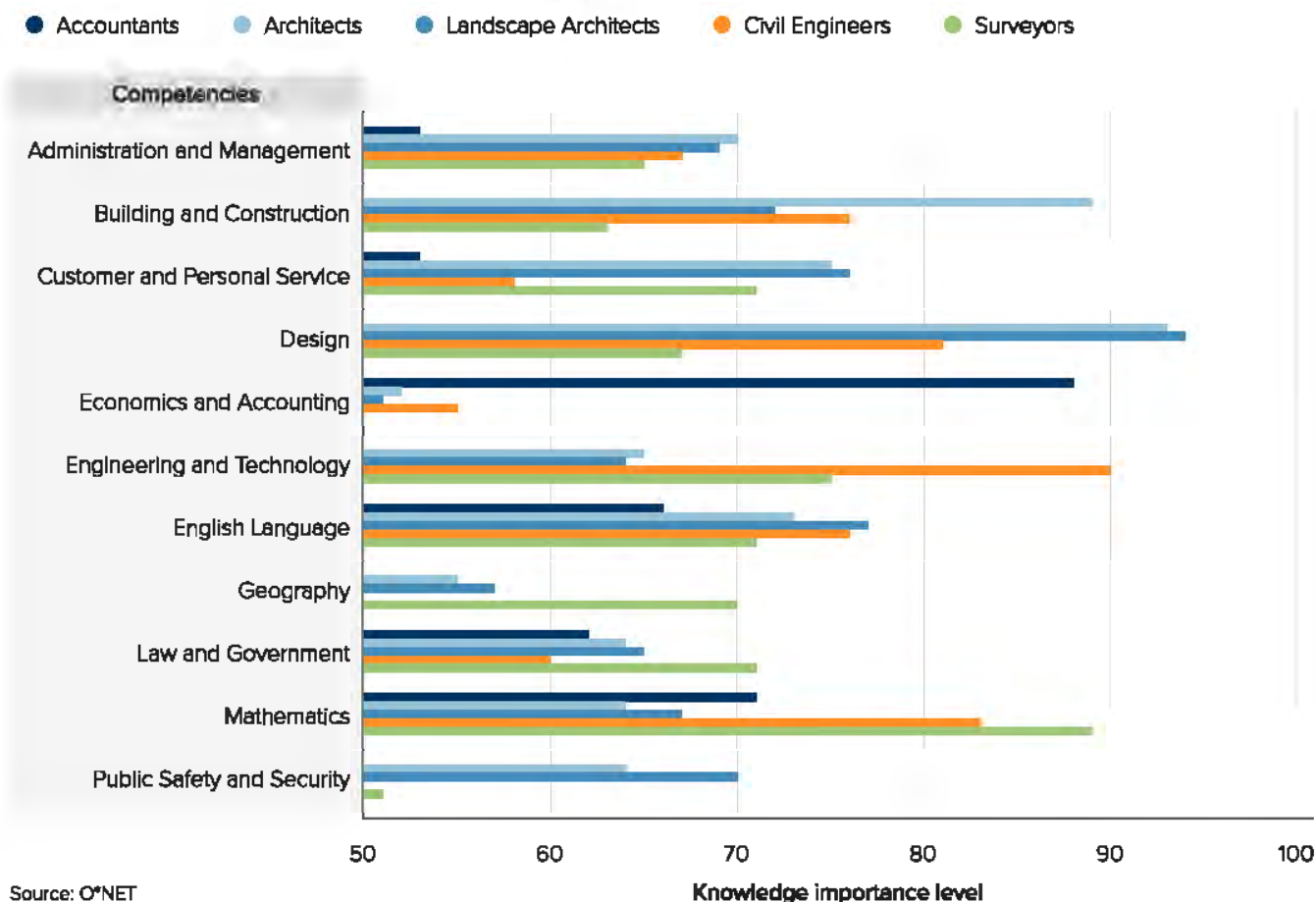
All the occupations of interest in this study are classified under Job Zone Four: Considerable Preparation Needed, indicating the need, typically, for formal higher education and several years' experience to gain the ability to practice, irrespective of licensure requirements. In particular, Fig. 1 shows the key competencies perceived as most important for each profession and this gives an idea of the high level of skills required to successfully carry out the job, while protecting the public. Economics and Accounting is the most important skill area for practicing the accounting profession, while Design is the most crucial for architects and landscape architects. Engineering and Technology are fundamental in the civil engineering profession, while Mathematics ranks first among surveyors.

² BLS, Certification and licensing status of the civilian non-institutional population 16 years and over by employment status, 2019 annual averages. <https://www.bls.gov/charts/cps/cpsaat49.pdf>. A license grants legal authority to practice a profession. A certification is typically a voluntary process and is often issued by a private organization for the purpose of signalling individuals who have successfully met all requirements for the credential and demonstrated their ability to perform their profession competently.

³ In 1897, Illinois became the first US jurisdiction to regulate the architecture profession.

⁴ A Job Zone is a group of occupations that are similar in how much education people need to do the work, how much related experience people need to do the work, and how much on-the-job training people need to do the work.

Fig. 1. Top competencies by profession, level of importance



In comparison, other heavily licensed occupations include plumbers and pet groomers, classified as Job Zone Three (Medium Preparation Needed) and Two (Some Preparation Needed), respectively. This suggests that grouping all licensed occupations together may fundamentally misrepresent the additional importance that competencies and training play in performing job functions. For example, supporting all-embracing legislation to deregulate licensing wholesale, without accounting for either the skills required or the level of responsibility involved, could have potentially dangerous and unintended consequences.

In this report, we first examine existing literature on the subject in chapter 2. We summarize studies assessing the impact of licensing on wages, labor market outcomes for minorities, and mobility. We additionally illustrate and articulate the features of the US workforce in these professions, by providing an analysis of the people who work within them. In chapter 3, we present the respective findings for each profession. Chapter 4 describes the results from our empirical analysis, showing the substantial differences among occupations across the skill spectrum. The final section summarizes the key takeaways and concludes.

2. LITERATURE REVIEW

The academic literature on professional licensing is extensive. On the one hand, the theory suggests that licensing improves the quality of the service and protects the public against incompetent practitioners. It can also help consumers distinguish high- and low-quality providers. On the other hand, scholars have argued that licensure reduces employment in the licensed occupation, and hence competition, in turn driving up the price of goods and services for consumers.

This section divides the evidence into three main categories; section 2.1 evaluates the impact of licensing on wages and highlights the

various methodologies used to approximate a causal relationship between licensure status and earnings. We explore the heterogeneity of impacts across demographic groups in section 2.2, with a focus on female workers and ethnic minorities. Finally, the effects of licensure on worker geographic and occupational mobility are evaluated in section 2.3. Our review attempts to focus predominantly on the highly technical professions covered by ARPL, although this is often challenging as we will discuss in more detail later in this chapter. Details about the occupations covered and data sources used by each article are summarized in Fig. 2.

Fig. 2. Literature review summary table

Author and year	Occupations	Source of data	Economic variable
Kourmenta and Pagliero (2019)	10 ISCO 1-digit professional groups	EU Survey of Occupational Regulation	Wages
Main findings: Licensing is associated with 4% higher wages (one third attributed to rents; two-thirds attributed to signalling). Occupational licensing increases wage inequality; wage gains differ by occupation and level of education attainment.			
Kleiner and Vorotnikov (2017)	All occupations	Workforce survey conducted by Harris Poll Interactive, a subsidiary of the Nielsen Company	Wages
Main findings: The national estimates suggest that occupational licensing raises wages by about 11% after controlling for human capital and other observable characteristics.			
Gittleman and Kleiner (2016)	All occupations	National Longitudinal Survey of Youth (NLSY79) from 1979 to 2010	Wages
Main findings: Using longitudinal data and a rich set of labour market controls, they find wage effects considerably lower than previous estimates (of about 7.5%).			
Kleiner and Krueger (2013)	All licensed occupations	PDII survey	Wages
Main findings: Licensing is associated with about 18% higher wages, but the effect of governmental certification on pay is much smaller.			
Law and Marks (2013)	Registered and practical nurses	Individual-level census data	Wages
Main findings: The shift from certification to mandatory licensing had little to no effect on the wages or the participation rate of practical and registered nurses.			

Fig. 2. Literature review summary table (continued)

Author and year	Occupations	Source of data	Economic variable
Han and Kleiner (2016)	3 major universally licensed occupation	Council of State Governments (1952) report	Wages, labor market outcomes
Main findings: The authors find that duration years of occupational licensure are positively associated with wages for continuing and grandfathered workers.			
Redbird (2017)	300 census-identified occupations	Current Population Survey	Wages, hours and participation
Main findings: Licensure, instead of increasing wages, creates a set of institutional mechanisms that enhance entry into the occupation, particularly for historically disadvantaged groups.			
Blair and Chung (2017)	All occupations	Survey of Income and Program Participation (SIPP)	Wages, minorities
Main findings: Occupational licensing reduces the racial wage gap among men by 43% and the gender wage gap between women and white men by 36-40%.			
Law and Marks (2009)	A range of skilled and semiskilled occupations	Integrated Public Use Microdata Samples (IPUMS) of the Census of Population	Wages, minorities
Main findings: The authors find that licensing laws seldom harmed minority workers. In fact, licensing often helped minorities, particularly in occupations for which information about worker quality was difficult to ascertain.			
Blair and Chung (2018)	All occupations	Wave 13 to Wave 16 of the SIPP 2008 Panel	Wages, minorities
Main findings: The authors show that an occupational license serves as a job market signal, similar to educational qualifications. In the presence of occupational licensing, they find evidence that firms rely less on observable characteristics such as race and gender in determining employee wages. As a result, licensed minorities and women experience smaller wage gaps than their unlicensed peers.			
Nunn (2018)	All licensed occupations	Current Population Survey	Wages, minorities
Main findings: Men tend to receive smaller licensing premia than women, while black and Hispanic men receive relatively higher wage premia.			
Cassidy and Dacass (2019)	All occupations	CPS and the SIPP	Wages, minorities
Main findings: The wage premia to having a license are much larger for women than men but seem to be the same for natives and immigrants after controlling for English language ability.			
Ghani (2019)	Nurses	Census Bureau's job-to-job flows	Mobility
Main findings: Mutual recognition of occupational licenses, at least in the health sector, can boost job-related migration across state boundaries. Joining the Compact does not have an impact on migration flows within the state, but may divert some flows to non-Compact states.			
Johnson and Kleiner (2017)	22 professions	IPUMS-USA Survey	Mobility
Main findings: Between-state migration rate for individuals in occupations with state-specific licensing exam requirements is 36% lower relative to members of other occupations.			
Kleiner and Xu (2020)	All occupations	CPS and SIPP data	Mobility
Main findings: Occupational licensing has significant negative effects on labor market fluidity. Specifically, licensed workers are 5% less likely to switch occupation, and 1% less likely to enter non-employment in the following month.			

2.1 WAGE GAP

Licensing can yield wage premia for two theoretical reasons: 1) it functions as a signal of high productivity; and/or 2) it creates a rent by adding a barrier to entry and in turn restricting supply. Koumenta and Pagliero (2019) use decomposition techniques to estimate that rent accounts for about one-third of the wage effect and the remaining is attributed to signaling.⁵ In other words, the difference in wages between licensed and non-licensed workers is decomposed into the part that is due to characteristics of the workers (such as productivity) and that due to labor supply restriction. The authors find the former is twice as important as the latter, suggesting that the barriers posed by licensing programs play a much smaller role than many critics may think compared to the stronger productivity effect.

**10-15%
lower wages**

paid to unlicensed workers compared with licensed workers with similar levels of education, training, and experience



A factor common to much of the wage gap literature is the “one size fits all” approach, whereby researchers pool together low-skilled occupations with highly technical professions and end up generalizing the findings to all licensed occupations. In this section, we present some of

the key findings of this literature, while describing its limitations where relevant.

Perhaps the most apparent example of the “one size fits all” approach is the Kleiner and Vorotnikov 2018 study “At what cost?,” which attempts to estimate the cost to society of all licensing systems, from plumbers to property surveyors.⁶ The undertaking is ambitious and therefore relies on pooling all occupations together to come up with generalized state-specific wage premia, job losses, and monetary societal losses across all licensed occupations. While the results certainly give an indication for the potential monetary benefits of relaxing some of the systems currently in place, they provide no guidance on where to start, as all occupations are combined.

Data from Kleiner and Krueger (2013) show that, on average, licensed workers earn 28% more than their unlicensed peers.⁷ This gap, however, partly mirrors other dissimilarities between these two groups that can contribute to better wages for licensed workers. Researchers have adopted a number of techniques to account for these differences and get a better estimate of the true impact of licensing on wages. Estimates that control for differences in education, training, and experience, for example, find that licensing is associated with 10%-15% higher wages relative to unlicensed workers.⁸

More sophisticated studies attempt to identify similar groups of workers, who differ merely with regard to their licensure status. One method is to match workers in the same occupation, but with different licensing status. This can be done, for example, when some states license an occupation while others do not, or when states only require some practitioners within a certain occupation

- ⁵ Maria Koumenta and Mario Pagliero, “Occupational Regulation in the European Union: Coverage and Wage Effects”, *British Journal of Industrial Relations*, 57:4 (2019): 818-49.
- ⁶ Morris M. Kleiner and Evgeny S. Vorotnikov, “At What Cost? State and National Estimates of the Economic Costs of Occupational Licensing” (unpublished thesis, Institute for Justice, 2018).
- ⁷ Morris M. Kleiner and Alan B. Krueger, “Analyzing the Extent and Influence of Occupational Licensing on the Labor Market”, *Journal of Labor Economics*, 31(2) (2013): 173-202.
- ⁸ Department of the Treasury Office of Economic Policy, Council of Economic Advisers, and Department of Labor, “Occupational licensing: a framework for policy makers”, July 2015.

to hold a license. In these studies, identification comes from within-occupation comparisons, which may be across states with different licensing requirements or within a state between those who have attained a license and those who have not. A second methodology is to contrast wages for the same workers, as they switch into (or out of) a licensed profession.

These methods typically find more modest effects—below 10%—of licensing on earnings, with some studies finding no impact at all. Despite these attempts, interpreting the relationship between licensure and wages as causal is often inaccurate, as licensed workers could differ from unlicensed workers in ways unobserved by the researcher and this can bias the results.

In a study of universally licensed occupations (including architects and accountants, among others), Han and Kleiner (2017) use a difference-in-differences (DID) causal model that takes into account the different times at which each of the

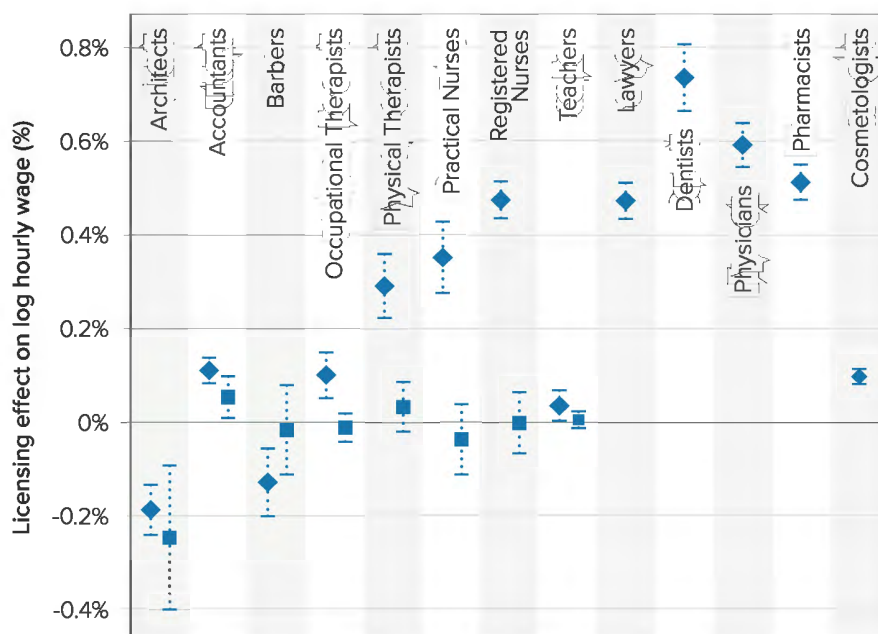
occupations initially became licensed in each of the 50 states.⁹ DID is typically used to estimate the effect of a specific intervention (such as the enactment of a policy) by comparing the changes in outcomes over time between a population that is affected by the policy, and a population that is not (the control group). The authors show there is a wage effect, but also find that this varies across the occupations examined. Fig. 3 suggests that physicians, for example, obtain much higher wages as a consequence of occupational licensing, while for architects the premium is even negative, and for accountants, it is positive but small.

Interestingly, not all the articles find positive wage premia from licensing. Redbird (2017) finds that licensure does not increase wages across 300 census-identified occupations by looking at wage changes in each occupation, within each state, in the years following enactment of licensing laws.¹⁰ Law and Marks (2013) also find that the shift from certification to mandatory licensing had little to no effect on the wages of practical and registered

Fig. 3. Heterogeneity of the effect of licensing on hourly wage determination, Han and Kleiner (2017)^a

Note: Point estimate ◆ represents the licensing effect relative to hourly wage of individuals in occupations that are unlicensed throughout our period of analysis. Point estimate ■ represents the licensing effect relative to hourly wage of individuals in the same occupation prior to states passing licensing statutes.

^a Han and Kleiner (2017) use the logarithm of hourly wage as dependent variable, similar to what we do in chapter 4. This is a very common practice in wage regressions, whenever a model seeks to estimate the percentage increase in wages attached to a certain change in the explanatory variable. More details are provided in the Appendix.



⁹ Morris M. Kleiner and Suyoun Han, "Analyzing the Influence of Occupational Licensing Duration and Grandfathering on Labor Market Outcomes", *Federal Reserve Bank of Minneapolis, Staff Report 556* (2017). Note: universally licensed in this article is intended to mean licensed in all states (and not that all workers in the occupation are required to be licensed).

¹⁰ Beth Redbird, "The New Closed Shop? The Economic and Structural Effects of Occupational Licensure", *American Sociological Review*, 82(3) (2017): 600-24.

nurses.¹¹ They use individual-level census data, taking advantage of the fact that, at the beginning of their sample, all states had certification in place while during the subsequent decade some states switched from certification to a mandatory licensing requirement. Similarly, Klee (2013) finds limited evidence of a licensing wage premium among accountants, attorneys, cosmetologists, and teachers.¹² For accountants specifically, the author finds that overall licensing policy has a statistically insignificant effect on wages and that more stringent graduate education requirements do not restrict entry among potential accountants, but rather they stimulate entry.

2.2 LICENSING AND MINORITIES

As discussed in the previous section, an important limitation of much of the licensing literature is the “one size fits all” approach, whereby the effect of licensure is the same across very different professions. It is important to note, however, that some scholars have attempted to determine whether licensing impacts different communities differently. In this section, we review the findings that have attempted to shed some light on this heterogeneity. **The majority of the findings in this area find greater returns from licensing for female and minority workers.** This suggests that entering a licensed occupation could help to level the playing field and even close wage gaps.

Several articles have looked at the effect on female labor market participation, for instance. Most notably, Law and Marks (2009) empirically test the impact of licensing on female participation using individual-level data spanning nine decades

**Greater returns from
licensing for female and
minority workers**



(1870–1960).¹³ They find that **licensing increased the employment of female workers in skilled professions, including engineers, pharmacists, and registered and practical nurses.** The authors take advantage of a quasi-experiment afforded by the introduction of state-level licensing regulation during the late nineteenth and mid-twentieth centuries to identify the effects of licensing on female workers and find that licensing laws seldom harmed women. In fact, licensing often helped them, particularly in occupations for which information about worker ability was difficult to ascertain. Another example is Blair and Chung (2019), who find that licensing reduces the relative labor supply of white and Black men, whereas the labor supply effects for women are statistically insignificant and close to zero. This result suggests that licensing only distorts the labor supply of men.¹⁴

Other studies have looked at gender-specific impacts of licensing on wages. Blair and Chung (2018), for example, show that an occupational license serves as a job market signal, similar to education.¹⁵ In the presence of occupational licensing, the authors find evidence that firms rely less on observable characteristics, such as race and gender, in determining employee wages. As a result, licensed minorities and women experience smaller wage gaps than their unlicensed peers. Similarly, after adjusting for observable differences

¹¹ Marc T. Law and Mindy S. Marks, “From Certification to Licensure: Evidence from Registered and Practical Nurses in the United States, 1950–1970”, *The European Journal of Comparative Economics*, 10(2) (2013): 177–98.

¹² Mark A. Klee, “How Do Professional Licensing Regulations Affect Practitioners? New Evidence”, *SEHSD Working Paper*, 2013-30 (2013). AICPA data suggests the vast majority of certified accountants are actually CPAs. However, this article refers to certified accountants and not explicitly to CPAs.

¹³ Marc T. Law and Mindy S. Marks, “Effects of Occupational Licensing Laws on Minorities: Evidence from the Progressive Era”, *The Journal of Law and Economics*, 52(2) (2009): 351–66.

¹⁴ Bobby W. Chung and Peter Q. Blair, “Job Market Signaling through Occupational Licensing”, *National Bureau of Economic Research, Working Paper No. 24791* (2019).

¹⁵ Peter Q. Blair and Bobby W. Chung, “How Much of Barrier to Entry Is Occupational Licensing?”, *National Bureau of Economic Research, Working Paper No. 25262* (2018).

between workers, Nunn (2018) finds that men tend to receive smaller licensing premia than women, suggesting gender wage gaps are smaller among licensed occupations than for the population as a whole.¹⁶ Lastly, Bailey and Belfield (2018) find that, across all college-educated workers, a license is associated with gains in earnings for 20% and 8% for female and male workers, respectively.¹⁷

Across all college-educated workers, a license is associated with gains in earnings of

20% and 8%

for female and male workers, respectively.

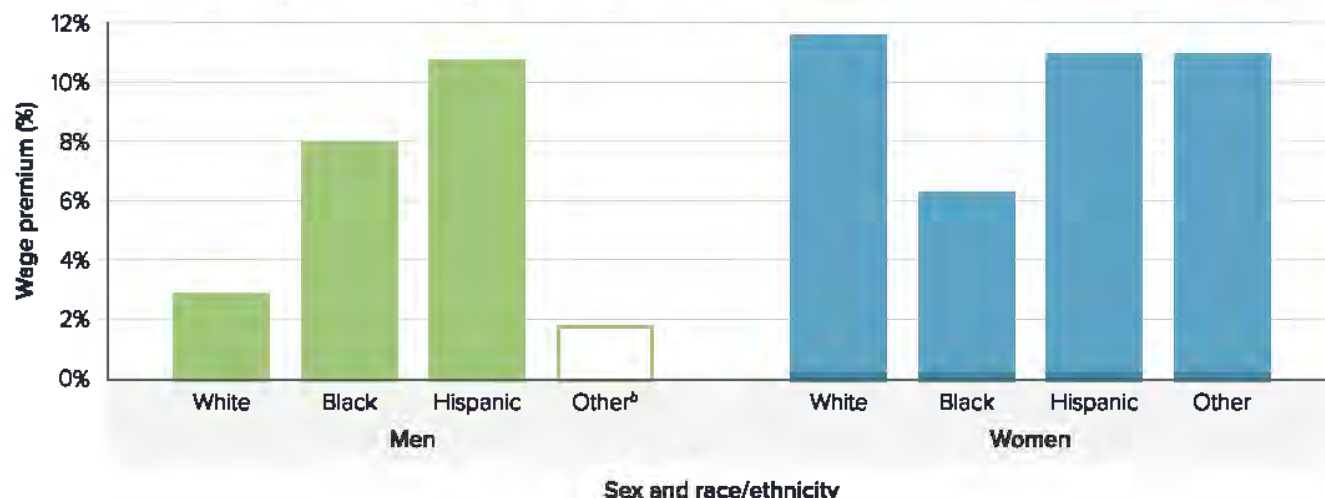
—Bailey and Belfield (2018)



Ethnic minorities also appear to gain more from licensing than other workers. Law and Marks (2009) find that licensing increased the employment of Black workers in skilled occupations and Blair and Chung (2019) find that the negative labor supply effects of occupational licensing are particularly large for white workers and comparatively smaller and insignificant for Black workers. On wages, Blair and Chung (2018) show that licensed minorities experience smaller wage gaps than their unlicensed peers, and Nunn (2018) shows that Black and Hispanic men receive relatively higher wage premia (Fig. 4).

Interestingly, Cassidy and Dacass (2019) find that wage premia seem to be the same for US natives and immigrants after controlling for English language ability, suggesting that the main distinguishing factor is not country of birth, but rather language proficiency.¹⁸ They also show

Fig. 4. Licensing wage premium, by race and gender



Source: Current Population Survey, Bureau of Labor Statistics 2016–17 and author's calculations.

Note: Estimates are derived from median regressions with controls consisting of quadratic expressions of both age and years of education, union coverage, geographic region, and public sector status. The sample consists of 25–64 year old employed workers with wages between \$5 and \$100 per hour. Robust standard errors (not shown) are clustered at the state level. Categories are mutually exclusive.

^a Hollow bars indicate estimates that are not significant at the 5% level.

¹⁶ Ryan Nunn, "How occupational licensing matters for wages and careers" (unpublished thesis, Brookings, 2018).

¹⁷ Thomas Bailey and Clive R. Belfield, "The Impact of Occupational Licensing on Labor Market Outcomes of College-Educated Workers", *Community College Research Center*, Working Paper No. 104 (2018).

¹⁸ Hugh Cassidy and Teneccia Dacass, "Occupational Licensing and Immigrants", *Center for Growth and Opportunity*, Working Paper 2019.009 (2019).

that immigrants are much less likely to have a license than similarly qualified and experienced natives, but the licensing rate increases with years since migration.

As a potential explanation for the evidence shown so far, Redbird (2017) argues that licensure creates a set of institutional mechanisms that enhance entry into a profession, particularly for historically disadvantaged groups.¹⁹ To the extent that job entry in an unlicensed environment depends on informal networks, individuals who lack social connections can be at a disadvantage. In a regulated environment, the relationship between licensure and associated institutions can provide workers not only with occupation-specific education but also with mentors and career services workers, all of which can help overcome initial disadvantages. For example, several accounting organizations, including the American Institute of Certified Public Accountants (AICPA) and state CPA societies, offer their members online and in-person mentorship programs.

2.3 WORKER MOBILITY

Among the professions represented by ARPL members, significant efforts have been made to harmonize the licensing system and make it easy for professionals to migrate across states. In the case of accountants, for example, the Uniform Certified Public Accountant Examination is a requirement in all 55 jurisdictions to become a CPA. Similarly, having an NCARB Certificate gives architects the flexibility to apply for reciprocal licensure in all 55 US jurisdictions.²⁰

Occupations that are not highly specialized or technical, however, still struggle with highly fragmented regulations, which often mean that licensees need to obtain a new license when

they relocate across states. This is associated with bureaucratic obstacles, such as paying fees, filling forms, presenting a request, and waiting for it to be handled. In addition, when each state can determine its licensing requirements, these can differ across state borders, and practitioners who are willing to relocate may need to meet new criteria (education, experience, or examination) if they want to continue working in the profession. The subsequent time and monetary costs can dissuade licensed individuals from moving or lead them to leave the profession altogether. Depressed mobility gives rise to labor market inefficiency, with practitioners discouraged from performing the jobs in which they are most productive.



The evidence presented in this section shows that it is not the licensing system per se that potentially discourages mobility, but rather the different state-level requirements. ARPL acknowledges that responsible professional licensing should help facilitate reciprocity across states, making it possible for practitioners to move from one state to another and have their license acknowledged.

¹⁹ Beth Redbird, "The New Closed Shop? The Economic and Structural Effects of Occupational Licensure", *American Sociological Review*, 82(3) (2017): 600-24.

²⁰ Architects are licensed and regulated in all 50 states, DC, and the US territories. It is one of the few professions licensed through the entire US.

In the recent White Paper “Licensed to move: pathways, principles, and pitfalls for interstate practice” ARPL has explored several examples of how states can accomplish flexibility and encourage mobility.²¹ Three guiding principles were identified as a roadmap for interstate practice reform:

- Recognize mobility and reciprocity systems that work;
- Develop substantially equivalent requirements for education, examination, and experience—the “three Es”; and
- Provide adequate public protection.

Literature on the subject appears to support this view. For instance, the US Nurse Licensure Compact has been found to increase job movements of nurses across compact states (Ghani, 2019).²² Similarly, Johnson and Kleiner (2017) find that the adoption of reciprocity agreements, which lower relicensure costs, increases the interstate migration rate of lawyers in the US.²³

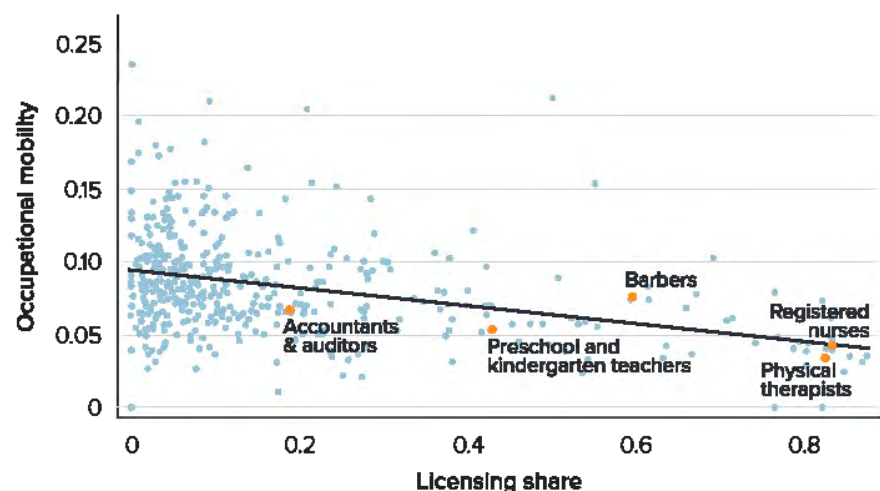
Another relevant article in the mobility space focuses on occupational (rather than geographical) mobility. Kleiner and Xu (2019) study the impact

of licensing on the set of universally licensed occupations, which encompasses accountants, architects, and engineers, but also teachers and truck drivers.²⁴ The authors find that workers who have a government-issued license experience significantly lower churn rates than non-licensed workers, where churn measures labor market transition decisions (Fig. 5). Specifically, licensed workers are 5% less likely to switch occupations, and 1% less likely to enter non-employment in the following month. The latter finding highlights that being licensed could provide stronger insurance against unemployment than similar unlicensed jobs.

After considering all the above, it is nevertheless important to stress that there are cases where a state may choose not to accept other states’ licenses for very good reasons. This is typically the case when state-specific requirements need to be stricter than those of other states as a result of unique conditions or qualities in that state. For example, a licensed civil engineer moving to California would need to know earthquake faults and the state’s unique terrain for road construction approvals and examinations.

Fig. 5. Licensing share vs. occupational mobility^c

^c Using occupational level data from the CPS, the figure shows the relationship between occupational licensing shares and the switching out rates. The negative correlation between occupational licensing shares and occupational churn rates suggests that licensing has a negative impact on individual labor market transition decisions.



²¹ ARPL, “Licensed to move: pathways, principles, and pitfalls for interstate practice”, 2020.

²² Ghani, A. (2019), “The Impact of the Nurse Licensure Compact on Inter-State Job Mobility in the United States”, in OECD Economic Survey of the United States: Key Research Findings, OECD Publishing, Paris

²³ Janna E. Johnson and Morris M. Kleiner, “Is Occupational Licensing a Barrier to Interstate Migration?”, *National Bureau of Economic Research*, Working Paper No. 24107 (2017).

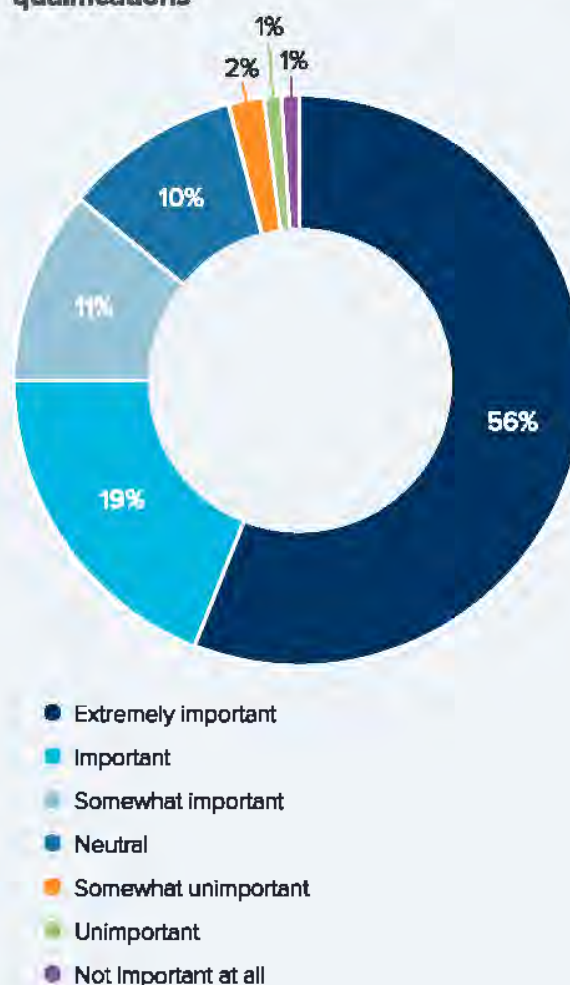
²⁴ Morris M. Kleiner and Ming Xu, “Occupational Licensing and Labor Market Fluidity”, *National Bureau of Economic Research*, Working Paper No. 27568 (2020).

PUBLIC OPINION ON LICENSURE

In 2019, Benenson Strategy Group (BSG) conducted a national study to understand public perceptions of professional licensing.²⁵ Among the 952 registered voters surveyed, 75% were supportive of licensing regulations for highly technical professions that have a direct impact on public health and safety. Over two-thirds of respondents also felt that professional licensing should be required unless evidence shows that its elimination would not negatively impact public health and safety. Among respondents, 76% agree that professional licensing makes consumers feel safer. Additionally, 56% of respondents suggest that it is extremely important to them that these professionals have reached the minimum qualifications to practice (see Fig. 6).

The Benenson study also took a deeper dive into the architecture profession; some 88% of respondents indicated that they believe architects should be regulated. One explanation for this, as suggested by the Benenson report, is that respondents clearly distinguish architecture as a profession rather than an occupation. In fact, upon learning more about the process of obtaining an architecture professional license, even more voters (94%) believe it to be important that architects are professionally licensed (as opposed to the 89% of voters who indicated so prior to learning about the process).

Fig. 6. How important it is to respondents that professionals met minimum qualifications



Source: Benenson Strategy Group (2019)

²⁵ Benenson Strategy Group (BSG) and ARPL, "Exploring Public Opinion of Professional Licensing", available at: <http://www.responsiblelicensing.org/new-research-exploring-public-opinion-of-professional-licensing/>

3. PROFESSIONAL DEEP DIVES

This chapter explores the empirical evidence surrounding the impacts of licensing on four specific focus professions: CPAs, architects, landscape architects, and engineers/surveyors. We specifically focus on the demographic composition and geographical dispersion of these occupations, as well as evaluating the composition of the body of graduates in their respective disciplines.

The Current Population Survey (CPS) is the principal data source for licensing studies in the US. Since 2015, the CPS has asked three questions relating to licensing of employed respondents:

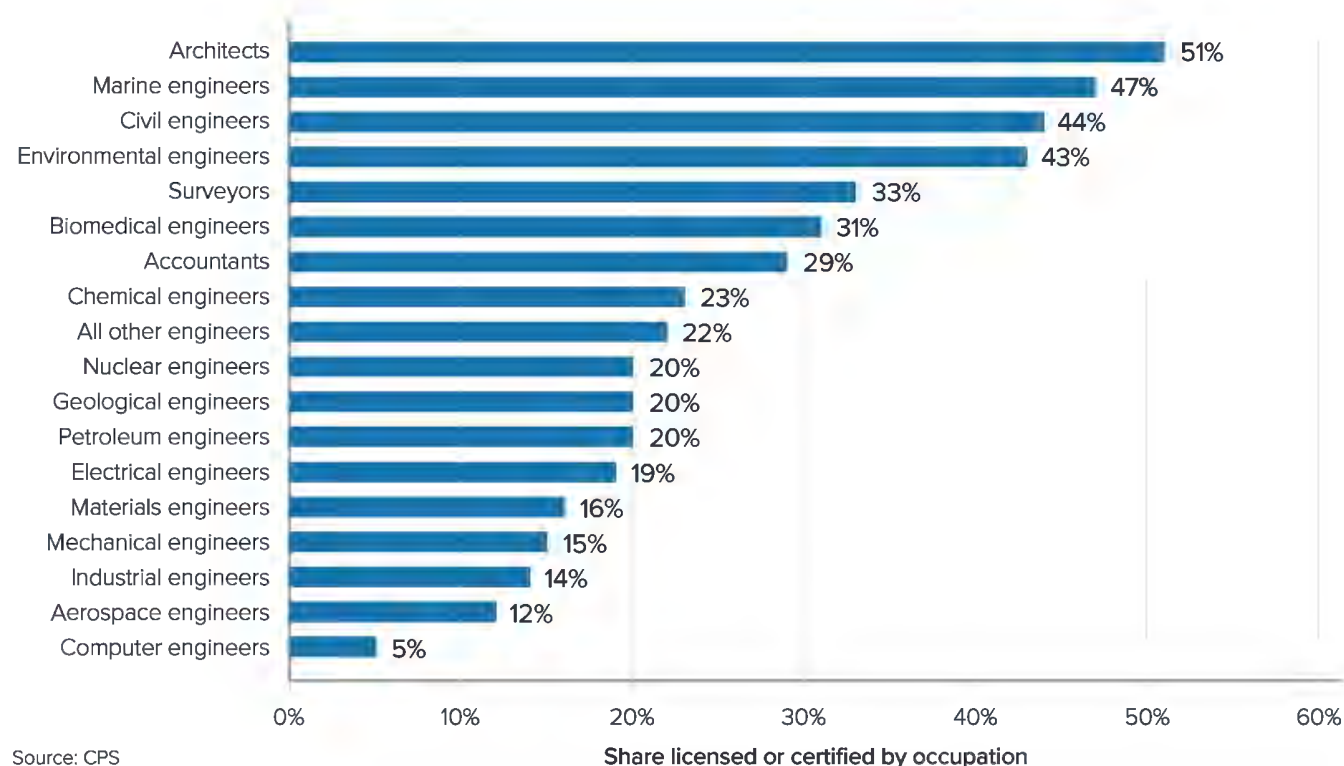
- Do you have a currently active professional certification or a state or industry license? Do

not include business licenses, such as a liquor license or vending license.

- [If yes to 1]: Were any of your certifications or licenses issued by the federal, state, or local government?
- [If yes to 1, only since 2017]: Is your certification or license required for your job?

Using the first question, we profile workers with licenses by occupation. Fig. 7 shows the percentage of workers within each occupation that answered yes to the first of the questions above. These results draw from pooled CPS data from 2015 to 2019.²⁶ For example, we find that 43% of environmental engineers report having a certification or license.

Fig. 7. Share of licensed or certified workers, by occupation, 2015-19



²⁶ See appendix for a description of this pooled methodology

We also find that half of the respondents who reported being employed as architects (here including landscape architects) stated they were licensed. This raises important questions about the self-reported licensing status of CPS respondents, as architects and landscape architects require a license in order to practice the professions in all US states.²⁷ Those who report being unlicensed architects or landscape architects, therefore, are either incorrect about their license status or are incorrect about their occupation. For example, architectural assistants may inflate their job titles and so be recorded as unlicensed architects. Alternatively, they could also be practitioners in the process of obtaining a license, who could also self-identify as licensed practitioners.

Researchers have tested how the probability of self-reported licensing differs between occupations that are and are not universally licensed.²⁸ In occupations that are universally licensed, such as architects (here inclusive of landscape architects), researchers find a much larger percentage of workers report being licensed, as compared with workers in all other occupations. The difference is highly significant and in the desired direction, suggesting that self-reported license status is correlated with the true license status. A considerable fraction of workers do, however, self-report as unlicensed in occupations that require a license, and it is hard to determine whether or not such self-reports are mis-responses. In this study, therefore, we chose to disregard such responses (for example, unlicensed architects).

The remainder of this section takes a deeper dive into four of the professions of interest to ARPL. We start from certified public accountants (section 3.1),

then proceed to architects (section 3.2.1) and landscape architects (section 3.2.2), and conclude with engineers and surveyors (section 3.3).

3.1 CERTIFIED PUBLIC ACCOUNTANTS

There were nearly 674,000 certified public accountants (CPAs) in the US in 2019 according to statistics by the American Institute of Certified Public Accountants (AICPA) and the National Association of State Boards of Accountancy (NASBA).²⁹ According to these sources, some 15% of CPAs are estimated to be self-employed, while the remainder are employed by private or governmental bodies, in industries ranging from accounting and tax preparation to real estate.

Bureau of Labor Statistics' (BLS) data suggest 1.3 million people were employed as accountants and auditors in the US in 2019, excluding self-employed workers.³⁰ Combining these two estimates would imply that some 45% of non-self-employed US accountants and auditors hold a CPA license, and it points to the fact that the CPS-implied license rate (29% from Fig. 7) is likely to be an underestimate for the accounting profession.

AICPA/NASBA data suggests that women make up almost half of the CPA workforce (Fig. 8) This is confirmed in the analysis of CPS data, which suggests some 48% of licensed accountants are female, as compared to 65% of unlicensed accountants. In addition, several indicators point to the important progress the industry has been making over the years. In 2018, for example, 51% of new accounting graduates hired into accounting/finance functions of US CPA firms were women, according to AICPA data.³¹

²⁷ Landscape architecture practice is regulated in 48 states, while the profession's title is protected in 50 states, suggesting there are only three states that only regulate the use of the landscape architect title, but not its practice.

²⁸ Morris M. Kleiner & Evan J. Soites, 2019, "A Welfare Analysis of Occupational Licensing in U.S. States," NBER Working Papers 26383, National Bureau of Economic Research, Inc. In this context, universally licensed means that all practitioners in these occupations must obtain a license to practice. This is a different definition of "universally licensed" professions than that used in other research referenced earlier in this document.

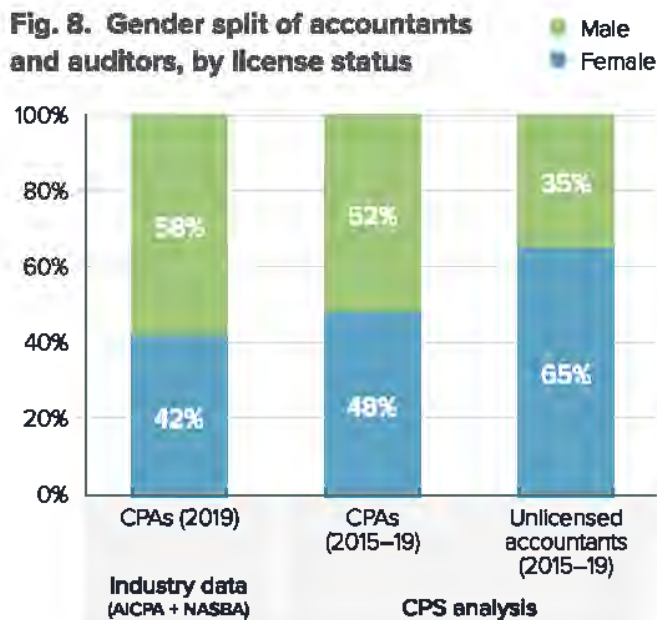
²⁹ This only includes active license holders.

³⁰ U.S. Bureau of Labor Statistics, May 2019 Occupational Employment Statistics (OES). We source the occupation-wide statistics on employee counts and wages from the OES, as opposed to the CPS, because the former is employer reported and hence more reliable for occupation counts. The downside of using OES is that it excludes self-employed workers. CPS is the source for the licensing data used in this section.

³¹ AICPA, 2019 Trends

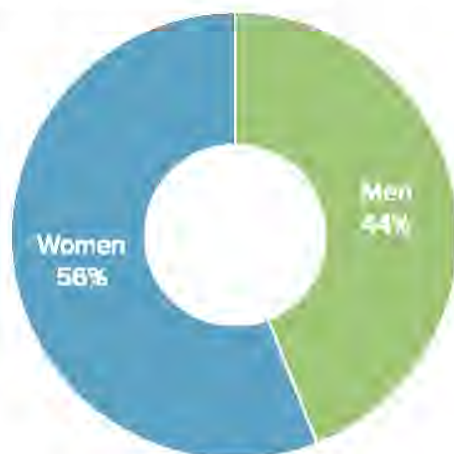
In addition, more young women are entering the accounting profession, as suggested by the gender split of the 2018/19 cohort of graduates with a first major in accounting and related services (Fig. 9).³²

Fig. 8. Gender split of accountants and auditors, by license status



Source: NASBA, AICPA, CPS

Fig. 9. Gender of 2018/19 graduates in accounting and related services



Source: IPEDS

CPA firms are also embracing formal initiatives to help enhance their ability to attract, retain, and advance women, according to the 2019 AICPA CPA Firm Gender Survey.³³ For instance, more CPA firms are offering modified work arrangements (MWAs) to allow employees to integrate their personal and professional lives. A total of 94% of the CPA firms surveyed offered some type of MWA and the survey shows that, while these are traditionally an important option for women, more men are also taking advantage of them. Mentoring is another often used and valuable initiative, which can also help organizations spot and promote talented women and minorities.

AICPA/NASBA and CPS data also point to a relatively smaller role played by ethnic minorities in the CPA workforce, compared with their uncertified counterparts (Fig. 10). To counteract these results, the 2019 AICPA CPA Firm Gender Survey finds that 15% of the large CPA employers have some sort of ethnic minority initiatives in place and 69% of survey respondents think these programs help to attract new talent.

In addition, AICPA supports a number of scholarships to provide support to students from diverse backgrounds. These range from AICPA Scholarship Award for Minority Accounting Students, which offers financial support to outstanding minority students to encourage their study of accounting, to the Fellowship for Minority Doctoral Students, which provides funds to doctoral students to bolster racial and ethnic diversity among accounting educators at colleges and universities. The program has contributed to increasing the number of minority CPAs who serve as role models and mentors to young people in the academic environment and university classrooms. For the next academic year, AICPA is awarding nearly \$1 million in scholarships.

³² Integrated Postsecondary Education Data System (IPEDS), Awards/degrees conferred by program (2010 CIP classification), award level, race/ethnicity, and gender, 2018/19

³³ AICPA, 2019 CPA Firm Gender Survey

BECOMING A CPA

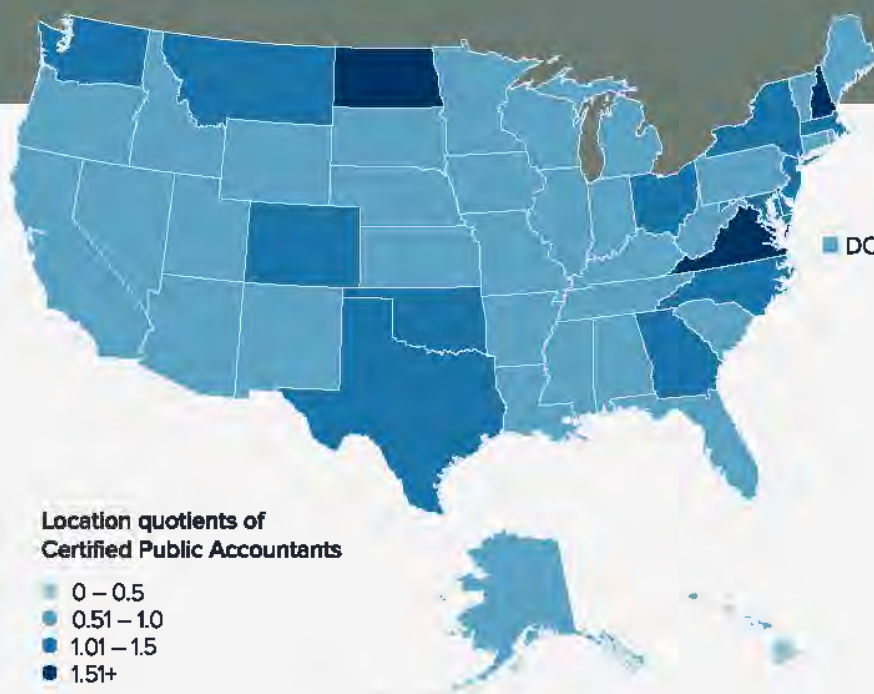
Education: Five years / 150 semester credit hours

Experience: One year under the supervision of a licensed CPA (in most states)

Exam: Uniform CPA Examination

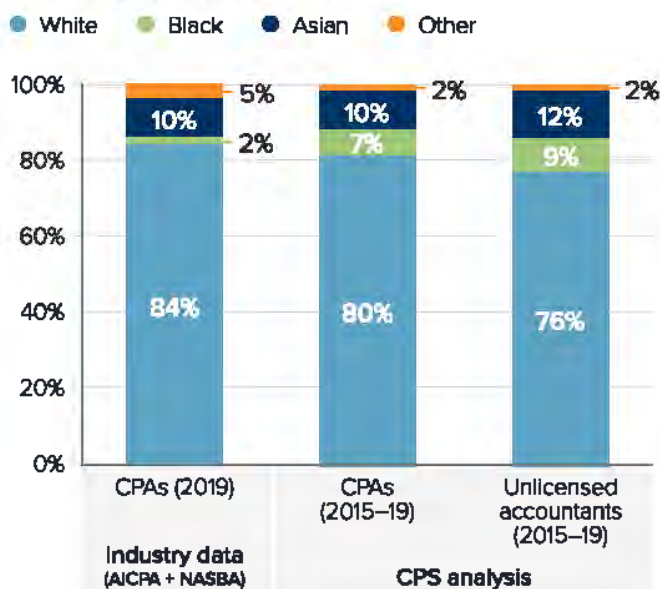
CPA Location Quotient (LQ):^d

New Hampshire and Virginia are the states with the greatest relative concentration of CPAs. In other words, in these states CPAs make up a greater share of the workforce compared with the rest of the US. On the other hand, Nevada and Hawaii are the states with the lowest concentration of CPAs.



^d LQ signifies the concentration of a specific industry/occupation when compared with a larger geographic context (e.g., nation). The metric quantifies economically important industries/occupations that comprise a larger share of employment than what is generally expected at the national level. An LQ of one would indicate that the concentration of jobs in the industry/occupation is the same as the national average. LQs greater than one signal higher levels of concentration compared with the national average, while LQs less than one indicate that there is a lower level of concentration compared with the nation. The source for the CPA state-level information was AICPA/NASBA, while US-wide employment data came from BLS.

Fig. 10. Ethnicity split of accountants and auditors, by license status



Source: NASBA, AICPA, CPS

Some additional positive signs come once again from the 2018/19 cohort of graduates in accounting and related services, showing a much lower share of white degree holders compared with the existing stock of workers (Fig. 11).

CPAs appear much more likely to be self-employed than their uncertified counterparts in the same occupation. According to AICPA/NASBA analysis, some 15% of CPAs were self-employed, while CPS analysis suggests only 3% of unlicensed accountants were. For example, many tax preparers are self-employed CPAs and they use the certification as a signal for their skill level and ability.



OKORIE RAMSEY, CPA

An accountant today frequently takes on tasks more complex than creating a general ledger, producing a cash flow statement, or reconciling inventories and receivables.

Just ask Okorie Ramsey, CPA.

Mr. Ramsey, 50, is vice president of Sarbanes/Oxley (SOX) for the Kaiser Foundation Health Plan, Inc in Oakland, CA, where he uses the skills he developed while studying to become a Certified Public Accountant to lead Kaiser Permanente's SOX Program.

Responsible for SOX Program implementation, testing and evaluating internal controls, assessing business risk, and helping build effective internal controls over financial reporting in a complex health care organization Mr. Ramsey's career trajectory illustrates how the competence gained in studying for a CPA license can help forge a path towards a variety of related and highly-valued professions.

"In today's environment, it's not enough to just make sure the numbers are accurate. You must tell a story with the numbers to help support sound business decisions," Mr. Ramsey says, in describing how the role of licensed CPAs has evolved in recent years. "Today, CPAs are more than number crunchers. We are strategic financial advisors that analyze the numbers, frame the story, and support our organizations and clients in making better business decisions."

Mr. Ramsey said he knew he wanted to join the accounting profession ever since high school when he was assigned the challenge of starting his own business in his accounting seminar. "I had to develop a general

ledger, create financial statements and manage the operations for the business," he recalls. By the time he entered San Francisco State University, he knew he wanted to get an accounting degree.

Earning his license as a CPA was a meaningful step on the way to building a career, Mr. Ramsey says. "The CPA title helps to credentialize you and demonstrates your expertise in the field of accountancy... If you don't have it, it can stand in the way of your career progression in finance and accounting. It's sort of table stakes. It tells people that you have the technical expertise to provide thought leadership or advisory services" across industries and sectors.

Demonstrating the variety of career options available to CPAs, Mr. Ramsey worked for three international public accounting firms before moving into health care. He has worked with Kaiser Permanente, a leading health care provider that includes not-for-profit health plans, hospitals, and medical groups for some 12 years.

Like many who hold a CPA license, Mr. Ramsey does not apply traditional accounting skills in his daily activities. However, holding the license demonstrates that "I understand accounting concepts and principles, which I apply to my work routinely."

"I don't close the books or ledgers anymore," Mr. Ramsey adds, "but in the work that I do now, the knowledge I gained training to be a CPA is still very relevant." He notes that getting a CPA certification is "foundational" to the higher-level management thinking he does now. "If you have been in the field for many years, it's expected that you are a CPA and if you are not, it becomes a question of why?" he notes.

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OKORIE RAMSEY, CPA (continued)

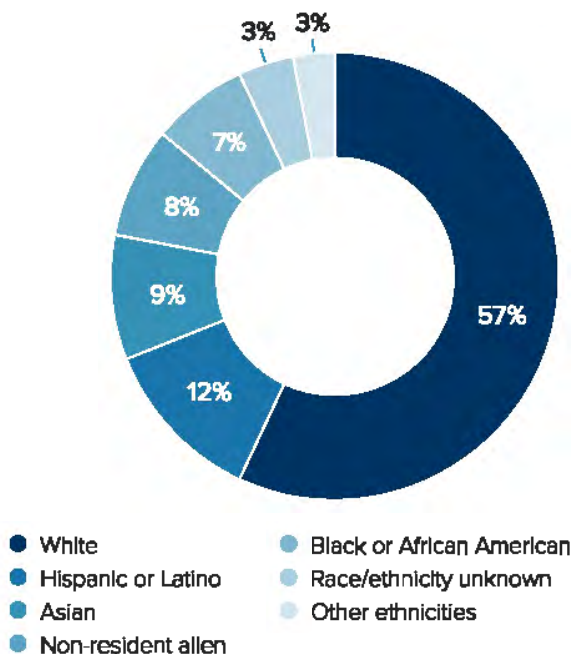
Today, amid the Covid-19 pandemic, Ramsey helps senior leaders and their teams think through changes in business processes and controls that might be required as a result of the public health crisis. "In my role, it's important to serve as an advisor and sounding board as changes are being considered within business processes to help influence appropriate outcomes," he notes.

"For example, if you thought you were going to lag in your receivables because of Covid-19 [because members might fall behind in paying their insurance premiums] you may need to adjust your reserves for uncollectable accounts," he explains. "Covid-19 could also have an impact on physical inventories due to social distancing, or you may have new employees

performing controls that require additional support or supervision due to deployment of other resources to Covid-19 response teams. Those are the sort of questions we have to ask."

By developing a SOX response to Covid-19, Ramsey helps top managers consider, "How will the business change? How should we be reacting to changes? Do I have the right internal controls?" Mr. Ramsey says. "In addition to testing and evaluating the effectiveness of internal control over financial reporting, I see my role as helping leaders across our organization think through what could go wrong, and how does it impact the control environment and risk to the financial statements?"

Fig. 11. Ethnicity of 2018/19 graduates in accounting and related services



Source: IPEDS

3.2 ARCHITECTS AND LANDSCAPE ARCHITECTS

This section describes the current and projected workforce characteristics of **architects and landscape architects**. The latter are often erroneously understood as a sub-set of the former, but in fact, the two professions are **fully distinct in terms of the kind of design work they concentrate on**. Architects produce plans for buildings such as homes or offices, whereas landscape architects design multimodal transportation corridors, parks and outdoor recreation spaces, water and stormwater management projects, and plans that help communities prepare for, and recover from the impacts of climate change. Acknowledging the different nature of the two professions, this section is further divided into a subsection about architects (3.2.1) and one about landscape architects (3.2.2).

The two professions, however, also have a lot in common. Practitioners in these fields are highly skilled professionals with at least a bachelor's

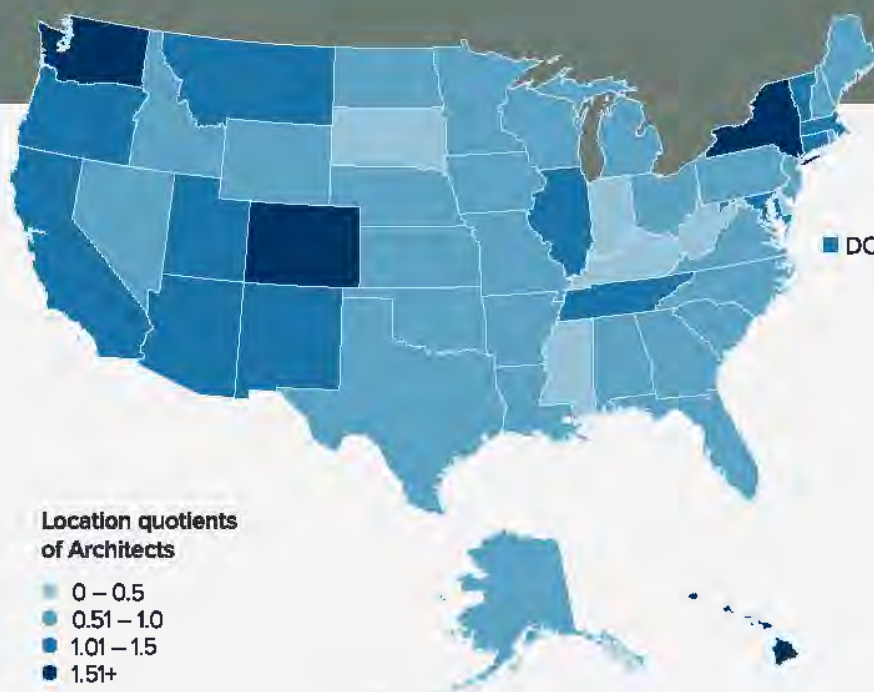
BECOMING AN ARCHITECT

Education: Professional degree from a program accredited by National Architectural Accrediting Board (NAAB)

Experience: 3,740 hours. The average time to complete the program is 4.4 years

Exam: Architect Registration Examination (ARE)

Architects LQs: Colorado and Hawaii are the states with the greatest concentration of architects, while South Dakota and West Virginia are the states with the lowest concentration of architects.



* The source for the architect state-level information was NCARB, while US-wide employment data came from BLS.

degree and training in environmental regulations and building codes. **Both professions need to be licensed across all US states in order to practice as architects or landscape architects.** For both professions, it is therefore not possible to identify an unlicensed control group, as a license is required to be able to practice. Also, up until 2020, the CPS did not distinguish between architects and landscape architects.

3.2.1 Architects

There were over 116,000 licensed architects across the US in 2019 according to statistics from the National Council of Architectural Registration Boards (NCARB). This is roughly in line with BLS data, which suggests 106,000 people were employed as architects (excluding landscape and naval architects) in the same year, excluding self-employed workers.³⁴

Fig. 12 shows **the share of female workers among licensed architects was 22% in 2019**, using NCARB data. As explained above, one needs to hold a license to practice as an architect. Therefore, unlicensed workers who self-identify as architects in the CPS are unlikely to be real architects (or they have incorrectly reported their licensure status). We therefore only employ data provided by NCARB and other profession-specific data sources throughout this section.

The pipeline of talent in the architecture profession is becoming more and more gender balanced. NAAB data suggest that the gender breakdown of enrolled students was 51% males and 49% females in 2018/19, from a 54%-46% split in 2017/18.³⁵ In addition, NCARB data indicates that nearly two in five new architects are women, suggesting the new influx of license holders will likely increase the female share of the workforce.³⁶

³⁴ U.S. Bureau of Labor Statistics, May 2019 Occupational Employment Statistics.

³⁵ National Architectural Accrediting Board, 2019 Annual Report on Architecture Education

³⁶ NCARB, NCARB by the Numbers 2020

GLORIA KLOTER

ARCHITECT



As a working architect who trained in her native Dominican Republic, Gloria Kloter faced a harsh reality when she married an American and emigrated to Florida: her foreign architectural credentials would not allow her to work as a licensed architect in the United States.

"When I found out my architect's license wasn't valid, I realized I wouldn't be allowed to go out and start a business. I couldn't even call myself an architect," Mrs. Kloter explains. "It was a bit of shock, because I trained so hard to get my license back in the Dominican Republic and I don't think I really understood before I came that my previous license wouldn't be accepted here."

Mrs. Kloter soon learned, however, that the National Council of Architectural Registration Boards (NCARB) offers programs that allow foreign-educated architects to take a series of steps to earn valid architectural licenses to work in their respective states. Just as the current interstate practice rules allow an architect licensed in Montana to sign off on plans in Mississippi by creating reciprocity across state lines, the NCARB programs offer a pathway for foreign-trained architects to earn their accreditation and obtain valid work licenses within the 55 US jurisdictions that regulate the profession.

After learning about the licensing process in the United States, Mrs. Kloter discovered that most of the academic training and work experience she received in Santo Domingo would be counted towards the experience

requirement in her licensing application. However, since the architecture profession offers one national exam for aspiring US candidates, she had to pass the Architect Registration Examination (the examination required by all licensing boards) to demonstrate her technical expertise in order to qualify for her license in the United States.

"The first time I took an architect's registration exam I passed it," says Mrs. Kloter, age 36, acknowledging that she failed two other sections of the licensing exams the first time she attempted them. Last year she finally passed all the divisions of the exam, and received her Florida architectural license.

"The first thing that happened [after receiving the license] is that I got promoted," and received a 20% boost in salary, she recalls.

"I was able to call myself an architect again. That was the biggest advantage, especially because I'm proud of my profession. Before I couldn't sign off on any architectural plans because I didn't have the license. Now, with a license, my title changed to Project Architect. Before, I could take projects in my company and design and manage them, but I couldn't be the formal Project Architect... Without a license it's hard to grow in an architectural firm," she notes.

Looking back, she sees that studying for the licensing exams on subjects like building codes and materials and systems was worthwhile. "Studying for the tests

Continued on next page.

GLORIA KLOTER, ARCHITECT *(continued)*

gives you a lot of knowledge and confidence, and in the end, it makes you a better architect," she says. "It really opens your eyes to the liabilities you face as an architect and how you have to take into consideration things like Architect-Owner agreements, building codes and systems—like installing heating and ventilation systems. That isn't always emphasized in school."

After giving birth to her first child last summer, Mrs. Kloter has since decided to leave her former firm and strike out on her own, setting up her own

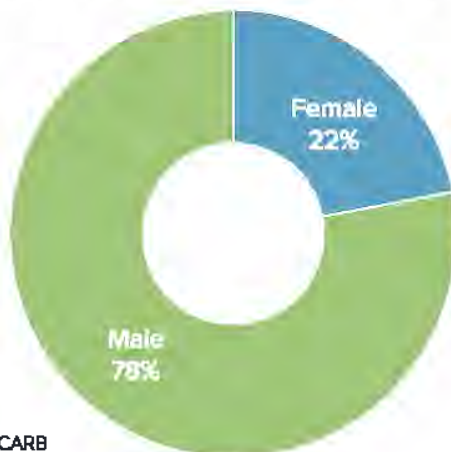
independent studio. Holding the architectural license makes this feasible, she says. "Having the license gives you the power to make your own decisions on what is best for you, and your vision for your career and your family. You get to choose."

"Now I have my own architectural studio. I like having my own business, being my own boss, and owning my projects. Having a license gives you the ability to go out on your own if you want to. You don't have something limiting you because you don't have a license." ■

Fig. 13 shows **the ethnic composition of the architecture profession is still very much white dominated**. On the bright side, however, 60% of students enrolled in NAAB accredited programs in 2018/2019 identified as non-white.³⁷ In addition, racial and ethnic diversity is increasing at nearly every career stage, with the most growth being seen in the proportion of people of color who

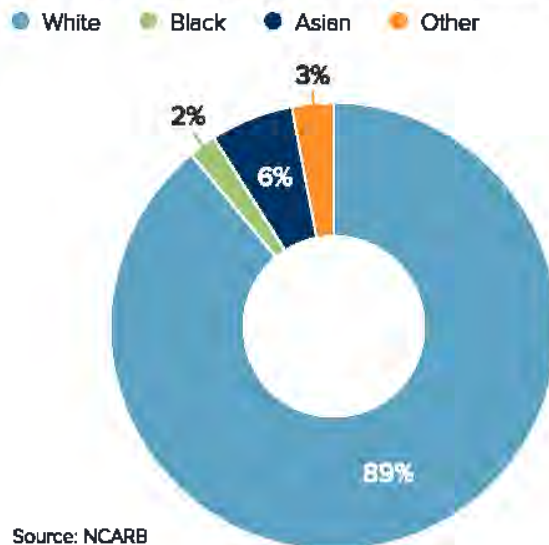
completed the experience program and began the examination. In 2019, the proportion of individuals who identify as non-white or Hispanic completing core requirements and becoming new NCARB Certificate holders both increased by 2 percentage points from the previous year.

Fig. 12. Gender split among architects, 2019



Source: NCARB

Fig. 13. Ethnicity split of architects, 2019



Source: NCARB

³⁷ Non-white students include non-resident aliens.

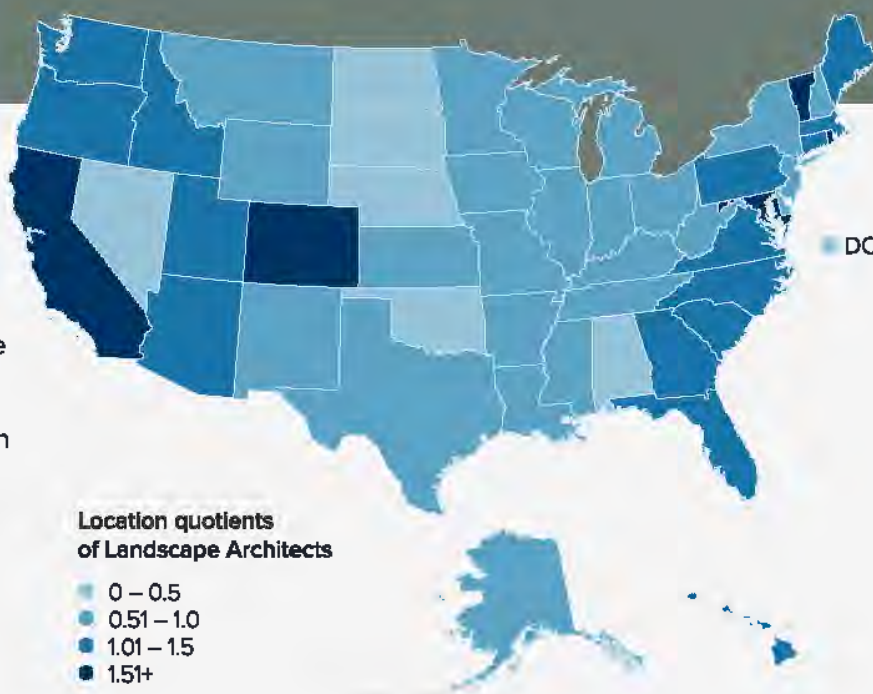
BECOMING A LANDSCAPE ARCHITECT

Education: Professional degree from a program accredited by the Landscape Architectural Accreditation Board (LAAB).

Experience: Varies by state. The average number of years of experience is currently just over two and a half.

Exam: Landscape Architect Registration Examination (LARE)

Landscape Architects LQs:^f ASLA data suggest Colorado and Vermont are the states with the greatest relative concentration of landscape architects. North Dakota and Oklahoma, on the other hand, are the states with the lowest concentration of landscape architects.



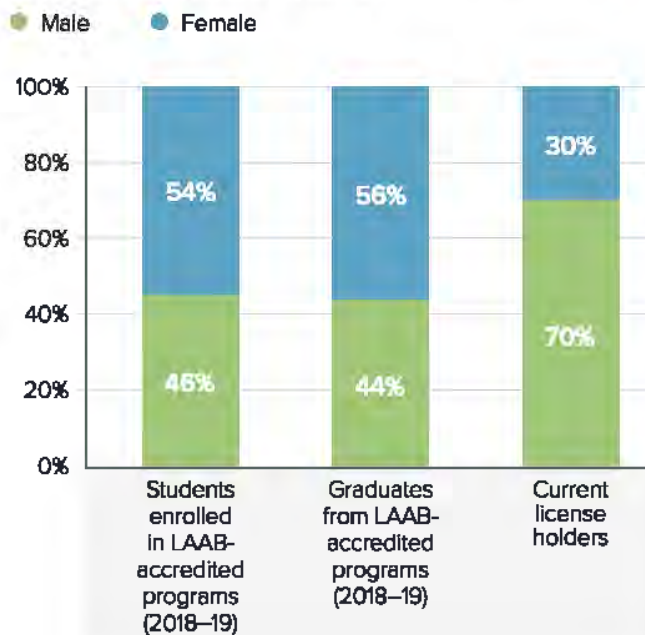
^f The source for landscape architect by state was ASLA, while total state-level employment came from BLS.

3.2.2 Landscape architects

The American Society of Landscape Architects (ASLA) estimates there are currently about 19,000 workers with a landscape architect license in the US.³⁸ This is roughly on par with the latest BLS estimate, which suggests just over 20,000 people were employed as landscape architects in the same year, excluding self-employed workers.

Council of Landscape Architectural Registration Boards (CLARB) data suggest **the share of female workers among currently licensed landscape architects is 30%** (Fig. 14). The talent pipeline, however, suggests the profession is making progress towards gender parity. In 2018/19, 54% of the students enrolled in accredited landscape architecture programs were female, with female students particularly prevalent among graduate students (65%).³⁹ Even among graduates, female

Fig. 14. Gender split of students enrolled and graduating from LAAB-accredited programs, and current license holders



³⁸ 2019 ASLA state-level statistics.

³⁹ American Society of Landscape Architecture, "Summary of 2019 Annual reports".

Source: CLARB, LAAB

students outnumber males in accredited landscape architecture programs by 12 percentage points (56% to 44%).

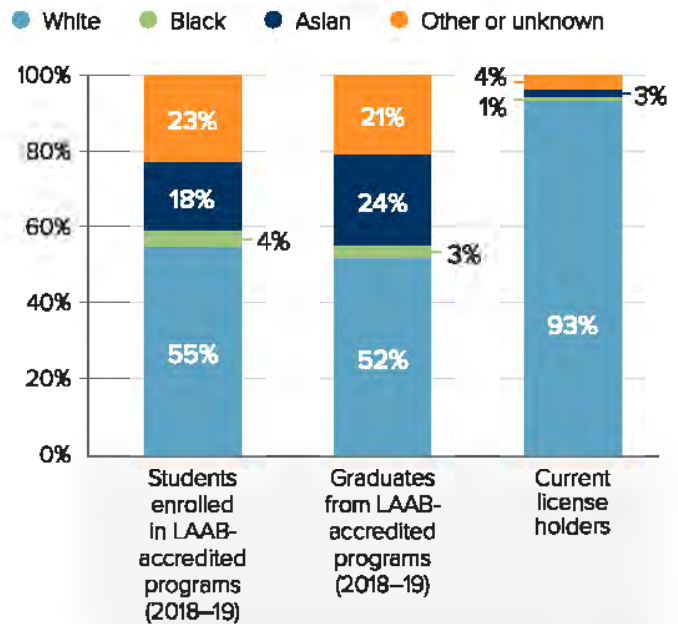
This trend has gained particular traction over the last few years. In 2015, just five years earlier, the share of female enrolled students and graduates in LAAB-accredited programs was 48% (Fig. 15).

Fig. 16 shows that, while the ethnic composition of the landscape architect profession is still white dominated, this is likely to change in the near future, as the proportion of non-white students is significantly higher than that of current license owners. Up to 45% of students enrolled in and 48% of students who graduated from LAAB-accredited programs in 2018/19 identify as non-white. This is significantly higher than the share of license holders that are non-white (currently at 7%). Asians are the second largest ethnic group among students and graduates of LAAB-accredited programs, accounting for 18% of students and 24% of graduates.

Ethnic diversity is rising among students enrolled in LAAB-accredited programs, as the share of non-white students has risen from 41% in

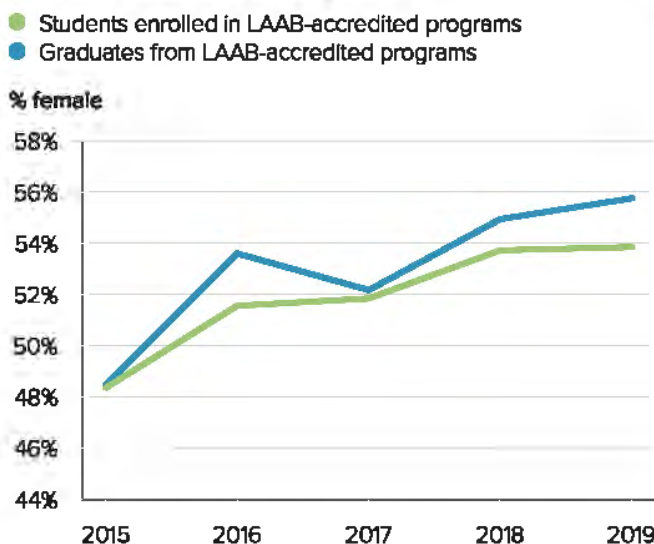
2015 to 45% in 2019 (Fig. 17). A similar trend can be observed among graduates from these programs, as non-white students went from accounting for 38% of all graduates in 2015 to 48% in 2019.

Fig. 16. Ethnicity split of students enrolled and graduating from LAAB-accredited programs, and current license holders



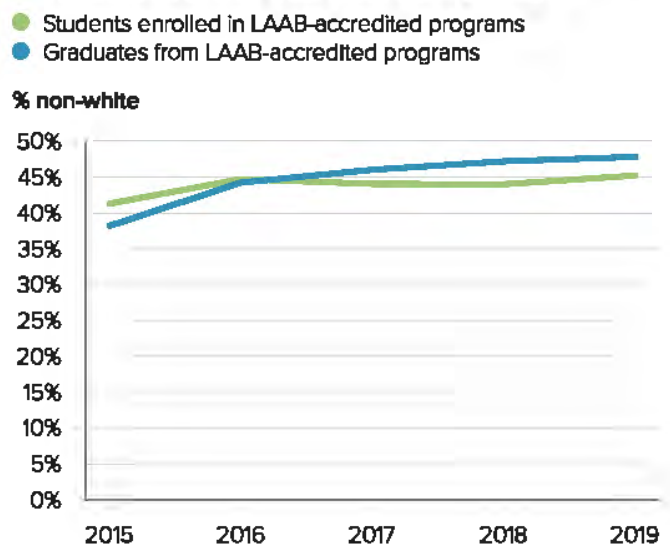
Source: CLARB, LAAB

Fig. 15. Share of female students and graduates in LAAB-accredited programs



Source: LAAB

Fig. 17. Share of non-white students and graduates in LAAB-accredited programs



Source: LAAB

KINDER BAUMGARDNER LANDSCAPE ARCHITECT



For a licensed landscape architect, every potential project brings its own complications.

"Unlike architects who design buildings which today have become an assembly of off-the-shelf systems and product, a landscape architect is dealing with a specific site, and every site is completely different," explains Kinder Baumgardner, 57, a principal in the Houston office of SWA Group, a global landscape architecture practice. A project, he says, could be proposed for a "flood plain, or have endangered species you need to protect. That adds a layer of complexity and problem-solving to the process that certain other professions may not have."

This reality often means landscape architects must organize large teams, perhaps bringing in hydrologists, structural engineers, material fabricators, and other experts to design and draw technical specifications for, say, an ambitious public works project that enhances the environment while ensuring usability and safety. For this level of work, holding a landscape architectural license is vital, as it signifies technical competence and academic achievement, as well the right to sign off on technical documents and plans.

"When you begin a project, there's a lot of design thinking that goes on at a high level," Mr. Baumgardner says. There may be a lot of detailed documentation and technical prowess required to turn that vision into a rigorous series of landscape architectural plans. "We have an idea and we're trying to solve a community's problem. At some point they have to become a set of technical drawings... and that's when having that license is relevant."

The range of complex technical issues landscape architects must tackle is vividly illustrated by the work

of Mr. Baumgardner's office enhancing the Buffalo Bayou Park, a 160-acre green space that lies just west of downtown Houston. Because the area includes one of the rare active floodways in Houston that has not been channelized with concrete, his firm's mission was to increase the flow of water through the system during storms, while creating a flood-friendly infrastructure that could accommodate bikers, strollers, and recreation while enhancing public safety. Now completed, the park features bike rentals, a play area, picnic grounds, a restaurant, a concert venue, and other activities.

"There's a parkway, so you have issues with vehicular traffic and how they arrive and where they park," Baumgardner explains. "There's a trail network. All these things make design very complicated when you want to solve these issues in a beautiful way." To accomplish the \$70 million rejuvenation of the bayou, Mr. Baumgardner assembled a broad team to address a unique set of design challenges, including how best to move large quantities of water through the bayou; how best to forecast where silt would build up; which trees to plant; how to build sidewalks that could best withstand erosion; and determining the best form of flood-tolerant lighting for the park system.

"You need to create something useful, sustainable, beautiful, and delightful—but a project that also meets engineering criteria," Baumgardner notes. Having a license builds credibility, he says, when working with a diverse team of experts.

A graduate of Louisiana State University, Mr. Baumgardner acknowledges waiting some seven years before sitting for the licensing exam and

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KINDER BAUMGARDNER, LANDSCAPE ARCHITECT *(continued)*

failed one section the first time he took it. But eventually, he recognized that the license helped build his career. “As a young person, having a license is very empowering.”

When working with hydrologists or structural engineers, “you need to make sure the public safety is protected, but you also want to elevate the profession, pulling together a whole lot of experts to create a technically challenging, beautiful and rewarding place,” Mr. Baumgardner says. In an era of climate change, the challenges facing landscape architects are “becoming more complicated,” and that means “pulling together a team to make great decisions”.

Mr. Baumgardner’s next big project is to restore a lake area near his alma mater in Baton Rouge, where a century ago, a bayou swamp was dammed and turned into a lake without being designed, he

says, “for anything you might actually want to do on a lake.” Amid fish kills and the rise of invasive grasses, Mr. Baumgardner’s team hopes to improve the quality of the water in the lake and build the infrastructure to accommodate runners and bikers, among other uses.

“We don’t want a putrefied lake full of dead fish,” Mr. Baumgardner says, so one approach might require lowering the volume of water in the lake, as well as increasing the wetlands surrounding the lake to help purify runoff.

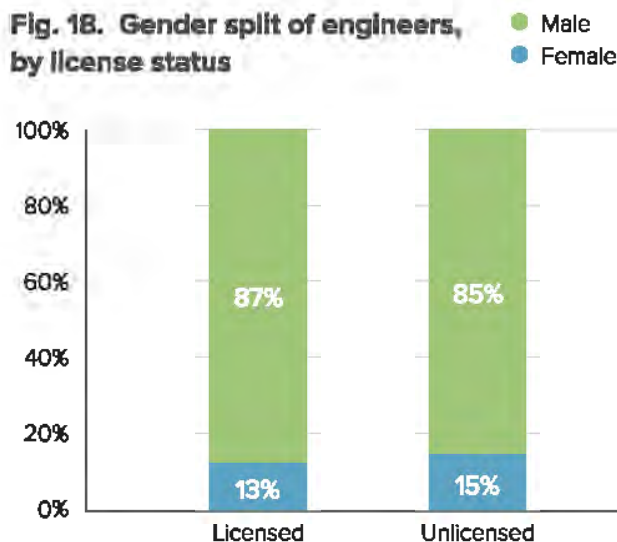
“There’s going to be a lot of design thinking at a high level” on the lakes project, he says. “Ultimately there will be a lot of detailed documentation and technical prowess required to make this work.... There’s an intangible value that is brought by having a licensed landscape architect engaged in projects like these.”

3.3 ENGINEERS AND SURVEYORS

There were over 492,000 resident engineering licensees and nearly 38,000 resident surveying licensees across the US in 2019, according to statistics by the National Council of Examiners for Engineering and Surveying (NCEES). Not all engineering (and surveying) disciplines maintain the availability of professional licensure, and licensing requirements are not mandatory and vary by state.⁴⁰

Analysis of CPS data suggests that **women are heavily under-represented among engineers and surveyors, regardless of their licensing status**. Only 13% of licensed engineers and surveyors (and a similar share for civil engineers) were women in 2019, compared with 15% among unlicensed engineers (Fig. 18). This is

Fig. 18. Gender split of engineers, by license status



Source: CPS, Oxford Economics

⁴⁰ The following disciplines are covered by non-mandatory professional licensing: Agricultural and Biological Engineering; Architectural Engineering; Chemical; Civil; Control Systems; Electrical and Computer; Environmental; Fire Protection; Industrial and Systems; Mechanical; Metallurgical and Materials; Mining and Mineral Processing; Naval Architecture and Marine; Nuclear; Petroleum; and Structural. To give a sense of scale, only about half of civil engineers are licensed in the US, according to statistics provided by the American Society of Civil Engineers.

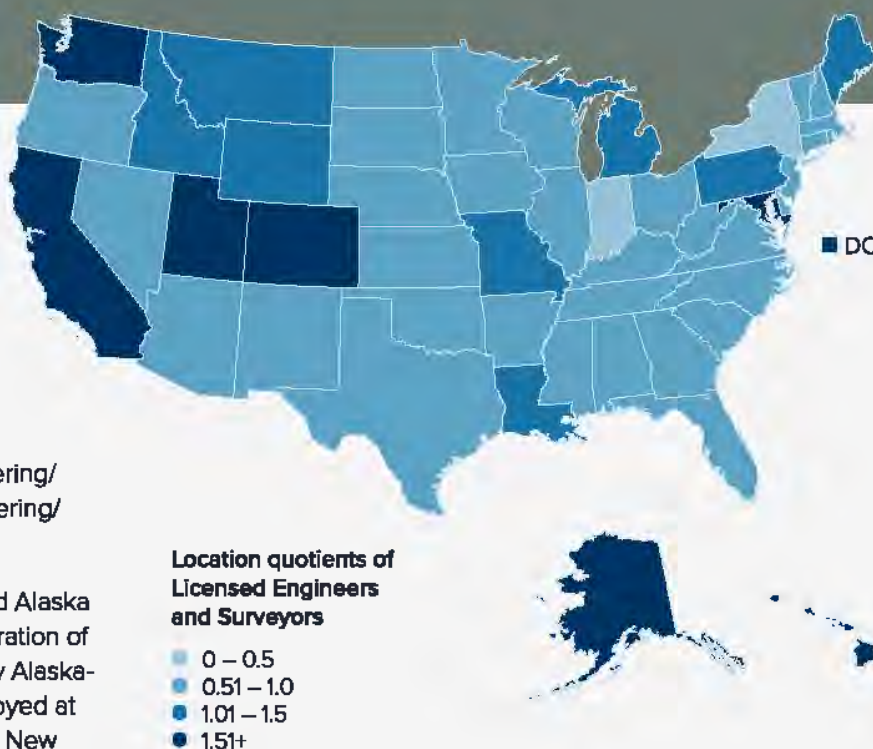
BECOMING A LICENSED ENGINEER OR SURVEYOR

Education: Accreditation Board for Engineering and Technology (ABET) accredited four-year degree for engineers, two to four years of schooling for surveyors

Experience: Varies by state, but the general rule is four years of qualifying engineering/surveying experience

Exam: FE/FS (Fundamentals of Engineering/Surveying), PE/PS (Professional Engineering/Surveying Licensure)

Engineers and surveyors' LQs:^a DC and Alaska are the states with the greatest concentration of licensed engineers and surveyors. Many Alaska-resident licensees are likely to be employed at the state's biggest oilfield, Prudhoe Bay. New York and Indiana are the states with the lowest concentration of these professions.

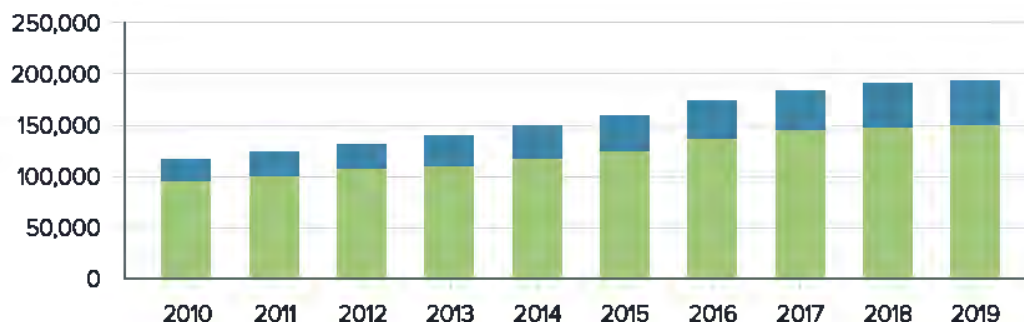


^a The source for the engineer/surveyor state-level information was NCEES, while US-wide employment data came from BLS.

Fig. 19. Gender of graduates in engineering majors, 2009-19

Male
Female

Source: IPEDS



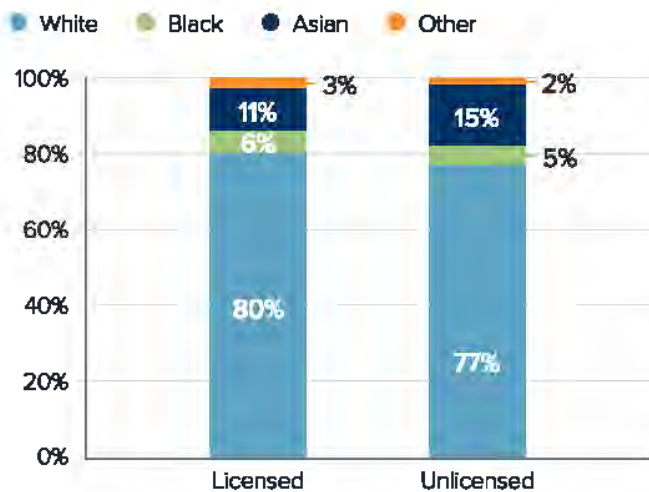
an extremely low share compared with other developed countries, such as the UK and Sweden (where 41% and 48% of engineers are women, respectively).⁴¹ Given the very minor differences in the licensed and unlicensed gender split, it is important to emphasize that **the licensing process**

per se is unlikely to be the driver for the low female participation in the engineering and surveying professions.

However, some slightly positive signs come from higher education data, suggesting that 23%

⁴¹ World Economic Forum, "Building a more sustainable world will need more women engineers", 4 March 2020

Fig. 20. Ethnicity split of engineers, by license status



Source: CPS

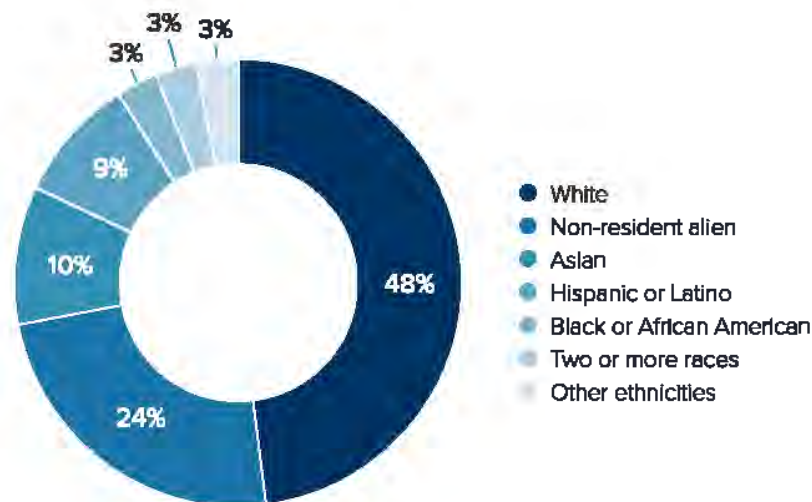
of 2018/19 engineering major graduates were women, an increase from the 20% reported 10 years before (Fig. 19).

In terms of ethnic composition, licensed engineers and surveyors are more likely to be white, although the share of Black workers is slightly larger among licensed professionals (Fig. 20).

Demographic statistics of university graduates suggest that in 2018/19 less than half of the cohort was made up of white Americans, although the share of Black and African American graduates remains very low (Fig. 21).

Fig. 21. Ethnicity split of 2018/19 graduates in engineering major

Source: IPEDS



4. EMPIRICAL ANALYSIS

As discussed earlier in this report, opponents of licensing have argued that professional licensing has gone too far. They often use examples such as the plumbers and cosmetologists who are licensed to work in one state but upon relocating to another state learn that their license is not valid. In response to these cases, there has been an uptick in calls to deregulate professional licensing in numerous states, with bills drafted and at times even passed. The problem with “one-size-fits all” bills is they are not narrowly tailored to solve the problem of the plumber or the cosmetologist but would rather dismantle licensing systems for nearly all professions—not just for trades and vocations.

In this section, we show that licensing has very different effects for professions with high skill requirements and public impact compared to lower-skill occupations. An argument often used by licensing opponents predicts that entry requirements limit supply and create monopoly rents within the licensed occupation. We, therefore, test the effect of licensing and certifications on hourly wages, using regression analysis applied to CPS data over the period 2015-19.⁴² Regression analysis is the tool we use to mathematically clarify which variables show statistical relationships with wages.

We first analyze how the wages of those with licenses or certifications compare with those without (section 4.1). Then we look at how these results change for occupations across the skill spectrum (section 4.2). Next, we evaluate the

effect of licensing on female and ethnic minorities in the general population (section 4.3), and lastly, we assess the effect of licensing on female and minority workers, by occupational skill level (section 4.4).

4.1 LICENSES, CERTIFICATIONS AND HOURLY EARNINGS

In order to correctly estimate the licensing and certification wage premium, we regress the logarithm of hourly wages over dummy variables that indicate if an individual is licensed or certified.⁴³ We also include controls such as educational endowments and demographic characteristics in our regression model. More details on the model specification are presented in the Appendix.

In our baseline specification, the estimates suggest licensing is associated with approximately 6.5% higher hourly earnings, even after accounting for human capital (proxied by educational attainment), demographic, and occupational characteristics (Fig. 22). This is the average effect across all occupations, from barbers to nuclear engineers.

Our estimate is broadly in line with existing literature on the subject, as presented in section 2.1. In particular, our estimated effect is:

- lower than the 15-18% found by Kleiner and Krueger (2010, 2013) and the 11% found by Kleiner and Vortnikov (2017);⁴⁴

⁴² Correlation does not imply causation. The relationship between licensure and wages identified in this work shows that these variables are indeed related, but this link should not be interpreted as causal.

⁴³ As explained in Chapter 1, a license grants legal authority to practice a profession, while a certification is typically a voluntary process and is often issued by a private organization for the purpose of signalling individuals who have successfully met all requirements for the credential and demonstrated their ability to perform their profession competently.

⁴⁴ Morris M. Kleiner and Alan B. Krueger, “The Prevalence and Effects of Occupational Licensing”, *British Journal of Industrial Relations*, 48:4 (2010): 676–87. Morris M. Kleiner and Alan B. Krueger, “Analyzing the Extent and Influence of Occupational Licensing on the Labor Market”, *Journal of Labor Economics*, 31(2) (2013): 173–202. Morris M. Kleiner and Evgeny Vortnikov, “Analyzing occupational licensing among the states”, *Journal of Regulatory Economics*, 52 (2017): 132–58.

- very similar to the 7% found by Kleiner and Gittleman (2016);⁴⁵ and
- larger than the 4% found by Koumenta and Pagliero (2019).⁴⁶

In our model, we also find that licensing has a lower influence on earnings than certification. A certification is associated with approximately 7.6% higher earnings (Fig. 22). The influence of variables such as race, age, education, and unionization on hourly earnings is significant and consistent with the economic literature.

Fig. 22. Impact of licensing and certification on hourly wages^a

Variables	Coefficients
Licensed	+0.063***
Certified	+0.073***
Female	-0.147***
Hispanic	-0.075***
Black	-0.103***
Education	+0.133***
Age	+0.034***
Age ²	-0.000***
Union member	+0.111***
Private sector	+0.019***
Children	+0.028***
Married	+0.047***
Constant	-11.41***
Occupation fixed effects	Yes
State fixed effects	Yes
Industry fixed effects	Yes

Source: Oxford Economics

* indicates statistically significant at 10%; ** significant at 5%; and *** significant at 1%

^a The table reports unadjusted coefficients. Because the dependent variable was in logs, we make the appropriate adjustments when we discuss the magnitude of the economic impact of the dummy variables: $100 \times (\exp(\beta) - 1)$. The constant term in regression analysis is the value at which the regression line crosses the y-axis.

⁴⁵ Maury Gittleman & Morris M. Kleiner, "Wage Effects of Unionization and Occupational Licensing Coverage in the United States", *ILR Review*, 69(1) (2016): 142–72.

⁴⁶ Maria Koumenta and Marlo Pagliero, "Occupational Regulation in the European Union: Coverage and Wage Effects", *British Journal of Industrial Relations*, 57:4 (2019): 818–49.

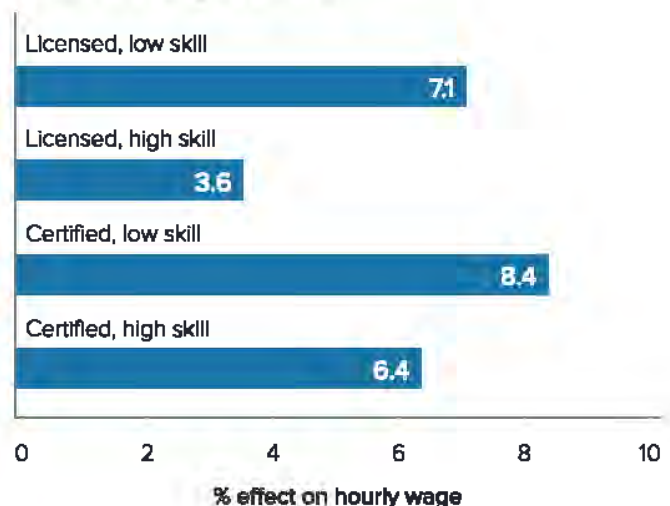
⁴⁷ In other words, this residual group includes all occupations in job zones one (occupations usually not requiring any education, but with some requiring a high school diploma or GED certificate), two (occupations usually requiring a high school diploma) and three (occupations usually requiring training in vocational schools, related on-the-job experience, or an associate's degree).

4.2 THE EFFECT OF LICENSING AND CERTIFICATION BY SKILL LEVEL

In this section, we disaggregate the wage effects of licensing and certification by occupational skill level. In particular, we divide the Current Population Survey sample between high- and low-skilled occupations. We define high skill as all occupations in job zone four or five (this group includes all the professions of interest covered by ARPL and many more), and all other jobs are treated as lower skill and/or require less job preparation.⁴⁷

We find that the effect of licensing on salaries is lower for highly skilled individuals (Fig. 23). In other words, while licensing and skills both increase wages, licensing has a stronger effect at the bottom of the skill distribution. Similarly, the coefficient of certification is also lower among highly skilled workers. Consistently with our findings from section 4.1, across the skill spectrum certifications seem to have greater earnings returns than licenses.

Fig. 23. Effect of licensing and certification by skill level



Source: Oxford Economics

For example, the median hourly wage of an unlicensed barber (an example of a relatively low skill occupation) is \$14.68 from CPS data and the typical working hours are 40. Our estimated coefficient suggests that a licensed barber could earn \$15.72 per hour instead, and this maps very closely to the median hourly wage of licensed barbers in the CPS, equivalent to \$15.57 per hour. Over a year, the barber could make an extra \$2,200 with a license, equivalent to a 7.1% uplift assuming no changes in working hours.

At the other end of the skill spectrum, CPS data suggest unlicensed marine engineers and naval architects earn \$83,100 per annum.⁴⁸ Our model predicts this could grow to \$86,100 when gaining a license, reflecting a \$3,000 or 3.6% annual uplift. This prediction matches almost perfectly the median salary reported by licensed individuals in this same occupation.

In essence, both barbers and marine engineers are better off with a license, but to a very different extent, suggesting that equalizing all licensed occupations under one single regulatory framework could have unintended consequences.

4.3 THE EFFECT OF LICENSING ON FEMALE AND ETHNIC MINORITIES

The goal of this section is to estimate the occupational license premium across all occupations, allowing for heterogeneity by gender and race. In other words, in this analysis, we test whether occupational licensing narrows the wage gap between men and women and between white and minority workers. In modeling terms, we estimate the following wage regressions:

$$1. \log(\text{hourly wage}) = \alpha(\text{licensed}) + \beta(\text{female}) + \gamma(\text{licensed} \times \text{female}) + \delta(\text{other control variables}) + \varepsilon$$

$$2. \log(\text{hourly wage}) = \alpha(\text{licensed}) + \beta(\text{ethnic minority}) + \gamma(\text{licensed} \times \text{ethnic minority}) + \delta(\text{other control variables}) + \varepsilon$$

In Fig. 24 we present the results from these two wage regressions. First, we find that the coefficients on both the female and minority variables are negative and highly statistically significant. This indicates that falling into one of those groups puts these workers at a wage disadvantage, a finding that is sadly all too well known.

However, the model also shows that the attainment of a license can help to mitigate that disadvantage. On the left-hand side, we estimate the license premium for men is 5.6%, whereas the license premium for women equals 7.4% (the sum of the licensed and the licensed \times female coefficients), suggesting the returns to occupational licensing are higher for women than men.⁴⁹ The right-hand side panel, instead, shows that licenses do not seem to significantly contribute to narrowing the race-driven wage gap among Black and Hispanic professionals across all occupations. This is shown by the insignificant interaction term.

Fig. 24. Licensing premia for women and minority workers

Variables	Coefficients
Licensed	+0.055***
Female	-0.151***
Licensed \times female	+0.017***
All other control variables	Yes

Variables	Coefficients
Licensed	+0.062***
Ethnic minority	-0.092***
Licensed \times ethnic minority	0.006
All other control variables	Yes

Source: Oxford Economics

* Indicates statistically significant at 10%; ** significant at 5%; and *** significant at 1%

⁴⁸ This is slightly lower than the median salary reported in the BLS' Occupational Outlook Handbook for the same occupation.

⁴⁹ As for the coefficients in Fig. 22, the unadjusted coefficients from Fig. 24 were adjusted using the formula $100 \times (\exp(\beta) - 1)$ to be able to convert the log-lin coefficient into a percentage increase.

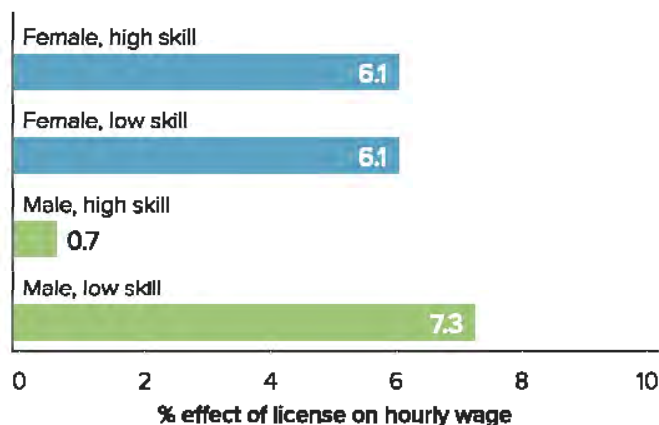
4.4 THE EFFECT OF LICENSING ON FEMALE AND MINORITY WORKERS, BY SKILL LEVEL

In this final analytical section, we attempt to account for heterogeneity in the licensing premia due to both gender (or race) and skill level. We start by disaggregating the wage effects of licensing by gender and skill level.

The coefficient of licensure among female workers is 6.1% and is highly statistically significant (Fig. 25). No significant differences were detected in the returns to licensing between highly skilled and low skill female workers (see the top two bars in the figure). Among male workers, instead, the returns to licensing are much greater among low-skill individuals (see the bottom two bars in the figure), suggesting that the significant differences between high and low-skill workers mainly stem from male workers.

Cutting the data by skill level, highly skilled female workers have greater returns from licensing than high-skill males (see first and third bar from the top). In other words, a female engineer can expect better returns to gaining a license than a male engineer, all else equal. The opposite is true among low-skill workers, where men see better licensing returns than women. In other words, a male barber can expect greater returns from licensing than his female counterpart, all else equal.

Fig. 25. Licensing premia for women and men, by skill level



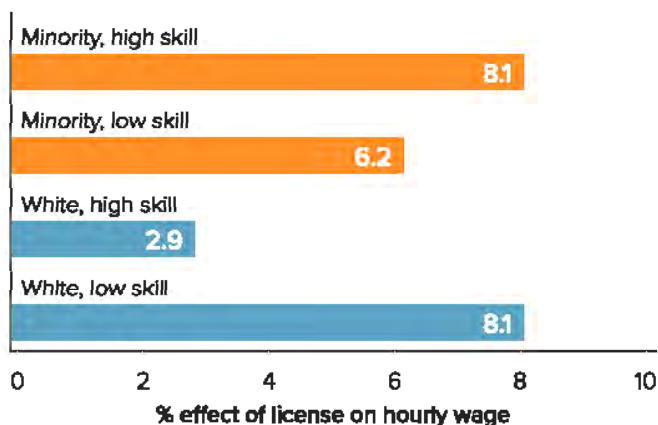
Source: Oxford Economics

This finding suggests that professional licensing among highly skilled professions (such as that provided by ARPL members) positively contributes to narrowing the gender-driven wage gap because female workers see greater returns from this process. The same cannot be said for the lower end of the skill spectrum, whereby licensure does not seem to help women.

We now turn to disaggregating the wage effects of licensing by race and skill level. The coefficient of licensure among highly skilled minority (Black or Hispanic) workers is 8.1%, while the estimated return to licensing of low-skill minority workers is 6.2% (Fig. 26). Among non-minority workers, the returns to licensing are much greater among low-skill individuals (see bottom two bars in the figure).

Cutting the data by skill level, highly skilled minority workers have greater returns from licensing than high-skill non-minorities. The opposite is true among low-skill workers, where white workers see better licensing returns than minorities. This result shows that professional licensing among highly skilled professions (including the ARPL professions) positively contributes to narrowing the race-driven wage gap because minority workers see greater returns from this process. The same cannot be said for the lower end of the skill spectrum, whereby licensure does not seem to help Black and Hispanic workers.

Fig. 26. Licensing premia for minority and white workers, by skill level



Source: Oxford Economics

5. CONCLUSION

The aim of this study was to provide a sound, data-driven perspective on the true impacts of professional licensing. We have found that licensing is associated with approximately 6.5% higher hourly earnings across all occupations. When evaluating this result by the level of skill required to perform a specific role, we estimate that the effect of licensing on salaries is lower for highly skilled individuals (3.6%). This compares with a 7.1% return for licensed low skill workers.

This has important implications for a policy debate that has focused heavily on deregulating all licensed occupations, from plumbers to nuclear engineers. Our findings suggest instead that it is crucial to distinguish between professions with high skill requirements and public impact from trades and vocations.

Second, this study has found that across all occupations the returns to licensing are higher for women than men. It is estimated that the license premium for men is 5.6%, whereas the license premium for women equals 7.4% on average. This result, however, is driven by the subset of highly skilled technical professions. It suggests that professional licensing among highly skilled professions (such as that provided by ARPL members) positively contributes to narrowing the gender-driven wage gap because female workers see greater returns from this process. The same cannot be said for the lower end of the skill spectrum, whereby licensure does not seem to help women more than men.

Finally, our analysis has pointed to the fact that highly skilled minority workers have greater returns from licensing than high-skill non-minorities. This implies that, on average, a black engineer can expect better returns to gaining a license than a white engineer, all else equal. The opposite is true among low-skill workers, where non-minority workers see better licensing returns than minorities. In other words, a white barber can expect greater returns from licensing than his/her non-white counterpart, all else equal.

In conclusion, this study points to the fact that professional licensing of highly skilled workers should be understood and regulated separately from occupational licensing of trades and vocations. This is because:

- It does not have a wage impact that is comparable in magnitude with that of low skill vocations;
- It appears to substantially support women and minorities achieve wage parity, and this is only true among highly skilled workers according to our model findings; and
- The level of risk and responsibilities involved in these professions calls for greater scrutiny over these roles and the repercussions of blanket deregulation for public safety and welfare could be considerable.

APPENDIX

The Current Population Survey (CPS) is a monthly survey of approximately 130,000 individuals. Respondents are interviewed eight times, first for four consecutive months, then they are out of the survey for eight months, and then return to the survey for four additional months. Respondents in their fourth and eighth month in the sample are referred to as the “Outgoing Rotation Group” (ORG) and receive additional questions on topics such as wages. Thus, while there are roughly 1.6 million person-observations per year (130,000 per month times 12 months), each individual is interviewed eight times, implying a sample size of unique individuals of around 200,000 a year.

This analysis pools CPS microdata from January 2015, when licensure and certification questions were first asked, through December of 2019, to avoid any complications from Covid-19. To ensure unique individuals, we include respondents in their eighth month in sample, as well as those in their fourth month in sample in 2019. This results in a sample size equivalent to six half-ORGs (i.e., one each from 2015-2018, and two in 2019). To account for this, we divide outgoing rotation group sample weights by 36 (i.e., by three to account for the pooling of multiple ORGs, and by 12 to account

for multiple months of data). All wage data are inflation-adjusted using CPI data to 2019 dollars.

The dependent variable in our regression analysis is the logarithm of hourly wages. By doing so, we are saying that a one-unit change in the explanatory variable x leads to a constant percentage change in the dependent variable (hourly wages). This model specification is known as the semilog or log-lin functional form. For example, educational attainment and wages follow a relationship of this nature (one more year of education increases wages by a percentage, rather than a unit, value). Another reason for using the logarithmic transformation is hourly wages have a right-skewed distribution (mean > median). Taking the log makes the distribution of the transformed variable more symmetric.

Fig. 22 reports unadjusted coefficients for our baseline model specification. Because the dependent variable was in logs, we make the appropriate adjustments when we discuss the magnitude of the economic impact of the dummy variables. With β being the unadjusted model coefficient, the relative percentage change in hourly wage is calculated as $100 \times (\exp(\beta) - 1)$.



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