



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE  
QUARTERLY MEETING  
AGENDA

**DATE:** *February 17, 2023*

**TIME:** *10:00 AM*

**Governor**

**BOARD MEMBERS**

Stan Southwick, President

Melinda Gustin, Secretary/Public  
Member

Marc Chapelle, CLARB  
Representative

Laura Miller, Newsletter Editor

John L'Etoile, Outreach

**PLACE:** **Zoom Meeting**

**<https://us02web.zoom.us/j/6555590472>**

**Meeting ID: 655 559 0472**

***Phone Via Zoom at: 16699006833, or***

***mobile at: 6555590472# US (San Jose)***

***Meeting ID 655-559-0472***

**SENIOR DEPUTY  
ATTORNEY GENERAL**  
Henna Rasul

**EXECUTIVE DIRECTOR**  
Ellis Antuñez

**Please Note:** The Nevada State Board of Landscape Architecture may 1) take agenda items out of order; 2) combine two or more items for consideration; 3) remove an item from the agenda or delay discussion related to an item at any time. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please, contact Ellis Antuñez at (775) 971-4410 ([landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov)), in advance, so that arrangements can be made.

**1. CALL TO ORDER- Stan Southwick, President**

- A.** Roll Call of Board Members
- B.** Establish Quorum.

**2. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

***The public may comment via video conference or telephone using the meeting identification listed above.***



**3. DISCUSSION AND POSSIBLE ACTION ON PREVIOUS MEETING MINUTES (For Possible Action)**

**A.** Approval of August 12, 2022, Quarterly Meeting Minutes.

**4. LICENSEES AND APPLICANTS (For Possible Action on all items below)**

**A.** Review, Discuss and Approve the following licensees and Applicants.

- |                          |             |
|--------------------------|-------------|
| 1) Walker, Lance,        | Reciprocity |
| 2) Jachlewski, Timothy   | Reciprocity |
| 3) Strnad, (George) Jiri | Reciprocity |

**5. OLD BUSINESS (For Possible Action on all items below)**

**A.** Review and Discuss the website and Big Picture Software. **(For Possible Action)**

- 1) Annual Website Certificate
- 2) Website Usage.

**B.** 1) Board Member Bio & Picture Update.

**6. NEW BUSINESS (For Possible Action on all items below)**

**A.** Request for exemption from reinstatement fee.

Choi, Kyle Young, Inactive license number exemption request; reinstatement fee

**B.** Legislative Report

- 1) Memo from Attorney General Office re: Legislative Session Guidance
- 2) List of Bills being watched.
  - a. AB52 Open Meeting Law Revisions
  - b. AB65 Ethics in Government
  - c. AB66 Ethics Commission
  - d. AB22 Contractor's Board: Cease & Desist order revision.
  - e. AB23 Contractor's Board: Administrative Citation revision.

**C.** Governor's Executive Orders 2023-003 & 2032-004

- 1) Regulation Review report by May 1, 2023
  - a) Ten (10) regulations to eliminate.
  - b) streamline regulations for enforcement.
  - c) Report by April 1 of regulations that restrict entry into profession.
- 2) Public hearing before May 1, 2023
- 3) Possible meeting to answer the requirements set in the Executive Orders.

**D.** Discuss, review and approve possible clarification of NAC 623A.310 Issuance and scope of certificate; *NAC623A.310.3. The applicant has timely submitted all of the required fees.*

- 1) Discuss, review and approve change in NAC 623A to reflect Active, Retired, Veteran & Spouse of Military Exemptions & Reciprocity Fee Reduction.
- 2) Discussion of non-response to Continuing Education Credit Audit

**7. EXECUTIVE DIRECTOR REPORT- Ellis Antuñez (For Possible Action on all items below)**

**A.** Discussion and possible action on Financial Operations Update

- 1) Review of Balance Sheet and current budget statement for FY2023 as of February 10, 2023.
- 2) Review, Discuss any changes to the Approved Budget for Fiscal Year 2023
- 3) Establish Budget Committee

**B.1)** Number of new licenses granted via reciprocity by CLARB Council Record in the past quarter.



**C. Newsletter**

- 1) Highlighted person
- 2) Article Ideas

**D. Professional and Occupational Licensing Boards Administrative Collaborative update.**

- 1) See list of Bill Draft Requests and Bills affecting Professional and Occupational Boards.

**8. Review and discussion of matters pertaining to the Council of Landscape Architecture Registration Board & American Society of Landscape Architects Report – Marc Chapelle (For Possible Action of all items below)**

**A. In-The-Know Webcasts**

- 1) CLARB Discussing DEI (Diversity Equity Inclusion in Licensing Process)
- 2) CLARB transitioning Exam sections-Webinar February 2, 2023
- 3) Member Research Update February 22, 2023
- 4) CLARB/ASLA Web Licensure Summit March 22, 2023
- 5) Mid-Year Update and Regional Meetings April 19, 2023

**B. CLARB Annual Meeting Locations (For Possible Action of all items below)**

- 1) 2023 Region 5 – September 20-22, Westin Lake Las Vegas, Henderson, NV
- 2) 2024 Region 1
- 3) 2025 Region 2
- 4) 2026 Region 3
- 5) 2027 Region 4
- 6) 2028 Region 5

**C. Nevada ASLA representative report.**

- 1) State and Northern Section Report
- 2) Government Affairs and Licensure Committee Report

**9. DISCUSSION AND IDENTIFICATION OF TOPICS FOR FUTURE MEETINGS All Board Members (Discussion Only)**

**10. DISCUSSION OF MEETING DATES AND LOCATIONS FOR 2022 (For Possible Action)**

**11. PUBLIC COMMENT PERIOD** Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126. ***The public may comment via video conference or telephone using the meeting identification listed above.***

**12. ADJOURNMENT**



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At the discretion of the Chair, public comment is welcomed by the Board, but will be limited to five minutes per person. A public comment time will be available at the beginning of the meeting and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and at his/her discretion. Once all items on the agenda are completed the meeting will adjourn.

Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

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Anyone desiring agenda or supporting Materials regarding any board meeting is invited to call or email the Executive Director, Ellis Antuñez at (775) 971-4410 or by email at [landscapeboard@nsbla.nv.gov](mailto:landscapeboard@nsbla.nv.gov) and is available on the web site: <http://landscapeboard.nv.gov/Agendas.html> The agenda and supporting materials may also be picked up in person at 1755 E. Plumb Lane, Suite 107, Reno, Nevada 89502

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In accordance with NRS 241.020, this public notice and agenda was posted on or before August 8, 2022 on the Nevada State Board of Landscape Architecture website, <http://nsbla.nv.gov>, the State of Nevada's Public Notice Website, <https://notice.nv.gov> for specific locations see the following:

- a. Nevada State Board of Landscape Architecture, 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502
  - b. Nevada State Board of Landscape Architecture Website: <http://nsbla.nv.gov/meetings/2020/home>
  - c. Nevada Meeting Notice Website: <https://NV.GOV>
- The Board reserves the right to change the order of items (other than those items posted with a specific date and time) on the agenda. Agenda items may be taken out of sequence to accommodate persons appearing before the Board and/or to aid in the effectiveness of the meeting.
  - The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, in this regard, please notify Ellis Antuñez at 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502 or by mail at 1755 E. Plumb Lane, Suite 107-C Reno, NV 89502, or at 775 971-4410 as soon as possible prior to the date of the meeting.
  - This Agenda was sent to all requestors for notice in accordance with NRS241.0203B. Persons/facilities must submit a request in writing every six (6) months, NRS241.0204(c).
  - With regard to any Board meeting, it is possible that an amended notice will be published adding new items to the original agenda. Amended notices will be posted in accordance with the Open Meeting Law.



AFFIDAVIT OF POSTING  
February 13, 2023

The undersigned affirms that on or before 9:00 AM on February 13, 2022, he/she posted a copy of the Notice of Public Meeting and Agenda for the February 13, 2022, meeting of the Nevada State Board of Landscape Architecture in accordance with NRS 241.020: said agenda was posted at the following location:

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Signature	Title	Date & Time of Posting
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