



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE
QUARTERLY MEETING
AGENDA

DATE: *June 14, 2024*

Joe Lombardo
Governor

TIME: *1:00 PM*

BOARD MEMBERS

Melinda Gustin,
President/
Public Member

Laura Miller,
Secretary

John L'Etoile,
CLARB Representative

Marc Chapelle,
Newsletter Editor

Stan Southwick,
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***

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), in advance, so that arrangements can be made.

1. CALL TO ORDER- , 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 TOPICS BELOW

- A.** Approval of February 9, 2024, Meeting Minutes.
- B.** Approval of February 26, 2024, Meeting Minutes
- C.** Approval of May 10, 2024, Workshop Minutes
- D.** Approval of May 10, 2024, Budget Meeting Minutes

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

- A.** Review, Discuss and Approve the following Licensees and Applicants.
 - 1) Reece, Jeremy LARE Candidate
 - 2) Hernandez, Michael New Licensee
 - 3) Perry, Devin, New Licensee
 - 4) Wozny, Sean Reciprocity
 - 5) Small, Kevin Reciprocity
 - 6) Kroll, Michael Reciprocity
 - 7) Marino, Virginia Reciprocity
 - 8) Alaniz, Arthur Reciprocity

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

- A.** 1) Review and Discuss the renewal of agreement for Big Picture Software.
- 2) Review and Discuss renewal of agreement for bookkeeping services.
 - a), Small Office Management Services

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

- A.** Discussion and possible action on Financial Operations Update
 - 1) Review of Profit & Loss Statement as of June 1, 2024
 - a) Balance Sheet for Fiscal Year 2024
 - 2) Review current budget statement for FY2024 to date.
 - 3) Report on Certificate of Deposit accounts
 - 4) Update, Review, Discuss and Possible Approval of changes to Budget for Fiscal Year 2025
- B.** Discuss and Review Nevada Specific Exam.
 - 1) Establish a working committee to review and recommend changes to exam.
 - 2) Request new questions for exam from subject matter experts.
 - 3) Compensation for participating in the committee.
- C.** Newsletter Preparation and Distribution.
 - 1) On-Line Renewal and Application preparation Article
 - 2) What is required of an NSBLA Board member.
 - 3) Call for subject matter experts to write new questions for Nevada Specific Exam.
 - 4) Process for Change of Address
- D.** Professional and Occupational Licensing Boards Administrative Collaborative update.
 - 1) Executive Director positions available.
- E.** Governor's Directive
 - 1) May 10, 2024, Workshop Summary sent to Governor's liaison on May 15, 2024
 - 2) Language Access Plan

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

- A.** CLARB Annual Meeting attendance, In-Person
 - 1) 2024 Annual Meeting in Buffalo, New York
 - 2) Proposed Costs
- B.** Review Continuing Education Policy
 - 1) Propose Purpose
 - 2) For Review & Possible Action: Policy Clarification
- C.** Review and Approve date for Annual Meeting as per NRS623A.100



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)

- A.** Nevada ASLA representative report.
 - 1) State and Northern Section happenings
 - 2) Government Affairs and Licensure Committee Report

- B.** CLARB Report
 - 1) Spring Licensure Summit March 6, 2024, via Zoom
 - 2) Mid-Year Update March 14, 2024
 - 3) Strategic Planning 101 April 9, 2024

- C.** CLARB Annual Meeting Locations
 - 1) Buffalo, NY September 19-21, 2024
 - 2) Region 2
 - 3) Region 3
 - 4) Region 4
 - 5) Region 5

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

10. DISCUSSION OF MEETING DATES AND LOCATIONS FOR 2021(For Possible Action)

- A. June 14, 2024, Quarterly Meeting
- B. August Quarterly Meeting in-Person Reno/Lake Tahoe

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

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.

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 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



In accordance with NRS 241.020, this public notice and agenda was posted on or before August 9, 2021 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> and in the following locations:

- 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 P.O. Box 34143, Reno, NV 89533, 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
6-10-2024

The undersigned affirms that on or before 9AM on June 10, 2024, he/she posted a copy of the Notice of Public Meeting and Agenda for the June 14, 2024 meeting of the Nevada State Board of Landscape Architecture in accordance with NRS 241.020: said agenda was posted at the following location:

Signature	Title	Date & Time of Posting
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