

# OREGON STATE LANDSCAPE ARCHITECT BOARD (OSLAB)

## \*\*\*AGENDA\*\*\* QUARTERLY MEETING

Nov. 3, 2016  
Conference Room "A", 2<sup>nd</sup> Floor,  
Association Center, 707 13<sup>th</sup> St. SE, Salem, OR 97301

Board meetings are public meetings. However, the Board may enter Executive Session for the purpose of considering records or information exempt from disclosure by law as authorized under ORS 671.338, 192.660(2) or ORS 192.501. The public will not be allowed to participate in Executive Session. The Board will not make any final decisions in Executive Session.

Minutes from this meeting will be posted on the Board's website after the minutes are approved at the next quarterly meeting of the Board.

### Projected Schedule\*

*\*Start and end times are staff estimates and subject to change by the Board Chair at the meeting.*

1. **OPEN MEETING (9:00 AM)\*** *Ray*
  - a. Roll Call
  - b. Introductions/Welcome Guests
  - c. Announcement – New Board Member
  - d. Officer Elections (Chair/Vice Chair)
  
2. **AGENDA REVIEW** *Ray*
  
3. **MINUTES** *Ray*
  - a. Review/approve public session minutes: Aug. 11, 2016
  - b. Review/approve executive session minutes: Aug. 11, 2016 **\*\*Executive Session\*\***
  
4. **CONSENT AGENDA** *L'Amoreaux/Everhart/Valentine*
  - a. Quarterly Licensure Review Report
  - b. Quarterly Continuing Education Audit Report
  - c. Quarterly Payments Log
  
5. **ADMINISTRATIVE MATTERS** *Valentine*
  - a. Administrator's Narrative Report
  - b. Quarterly Renewal History
  - c. CLARB Annual Meeting Report

*~15 min. break (estimated @ to 10:30 AM)*

6. **CORRESPONDENCE** *Ray/Valentine*

**7. ONLINE SERVICES DEMO**

*Valentine/NIC-USA*

*Lunch Break/Working Lunch Possible (estimated @ 11:45 AM – 12:15 PM)*

**8. COORDINATOR/COMMITTEE REPORTS**

a. **CONTINUING EDUCATION**

*Everhart*

- i. Audit Review
- ii. Updates (if any)
- iii. Random Drawing for Next Audits

b. **COMPLIANCE**

*Smith/White*

- i. New complaints/open investigations (\*\*Executive Session\*\*)
- ii. Motions (if any)
- iii. Other updates (if any)

c. **ADMINISTRATIVE RULES**

*O'Brien*

- i. Business Registration: 3rd review of draft rules
- ii. Misc. Rules: 3<sup>rd</sup> review of draft rules

d. **BUDGET/INVESTMENT**

*L'Amoreaux*

- i. DRAFT 2017-2019 Budget Scenarios (& Fees)

e. **LICENSURE:**

*L'Amoreaux*

- i. Licensure Review Coordinator Training

*~15 min. break (estimated @ to 2:00 PM)*

f. **LIAISONS:**

- i. Liaison report: Oregon Board of Architect Examiners *L'Amoreaux*
- ii. Liaison report: Oregon Landscape Contractors Board *Ray/O'Brien*
- iii. Liaison report: American Society of Landscape Architects *Ray*

**9. ORAL EXAM (3 candidates)**

**\*\*TIME CERTAIN 3:30\*\*All**

**10. OLD BUSINESS**

*Ray/All*

**11. PUBLIC COMMENT**

*Ray*

**12. NEW BUSINESS/ANNOUNCEMENTS**

*Ray*

- a. 2017 Meeting Dates

**13. ADJOURNMENT (4:30 PM\*)**

**Next Quarterly Meeting: 2017, TBD**