

OREGON STATE LANDSCAPE ARCHITECT BOARD (OSLAB)

AGENDA QUARTERLY MEETING

May 8, 2014
Conference Room "B", 2nd Floor,
707 13th St. SE, Salem, OR 97301

Quarterly Meeting (9:00 AM)*

**Start and end times are estimates and subject to some change.*

1. **OPEN MEETING** *Ray*
 - a. Roll Call
 - b. Introductions/Welcome Guests

2. **AGENDA REVIEW** *Ray*

3. **MINUTES** *Ray*
 - a. Review/approve minutes for: February 20, 2014 and April 3, 2014

4. **CONSENT AGENDA** *L'Amoreaux/Valentine*
 - a. Licensure Review: applications for examination & registration, changes to inactive/active status, reinstatements
 - b. Quarterly Check/Payment Log

5. **ADMINISTRATIVE MATTERS** *Valentine*
 - a. Administrator's narrative report
 - b. Policy updates
 - c. Budget updates
 - d. Updated renewal history

- ~15 min. break (est. ~ 10:00-10:15 AM)*

6. **GOALS/STRATEGIES CHECK-IN** *Ray/All*
 - a. Updates
 - b. Action items
 - c. Research/other needs

7. **PUBLIC MEETINGS LAW TRAINING** *Valentine/Martin*
 - a. Refresher on key points (meetings, committees, retreats, etc.)

~30 min. break/serve lunch (est. 11:30 AM - 12:00 PM)

8. COMMITTEE/COORDINATOR REPORTS

a. COMPLIANCE

Wright/White/Valentine

Executive Session anticipated

- i. Discussion of new complaints/open investigations
- ii. Update on complaint process manual

b. ADMINISTRATIVE RULES

O'Brien

- i. LARE rules – proposed revisions
- ii. Direct Supervision – project update
- iii. Other planning/research related to possible rulemaking

c. BUDGET & INVESTMENT

Olsen

- i. Reserve policy
- ii. Mgmt. of financial assets

~15 min. break (est.~ 2:00-2:15 PM)

d. LICENSURE REVIEW

L'Amoreaux

- i. Issues not addressed via consent agenda

e. CONTINUING EDUCATION

Everhart

- i. Audit Report: Oct. – Dec. 2013
- ii. Drawing of Names: Jan. – March 2014
- iii. Other updates

f. OTHER:

- i. Liaison report: Oregon Board of Architect Examiners
- ii. Liaison report: Oregon Landscape Contractors Board
- iii. Liaison report: American Society of Landscape Architects

*L'Amoreaux
Valentine
Ray*

9. CORRESPONDENCE (placeholder)

Ray/Valentine

10. PUBLIC COMMENT

Ray

11. NEW BUSINESS/ANNOUNCEMENTS

All

12. ADJOURNMENT (4:00 PM*)