

# OREGON STATE LANDSCAPE ARCHITECT BOARD (OSLAB)

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

August 13, 2015  
Conference Room "B", 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
  
2. **AGENDA REVIEW** *Ray*
  
3. **MINUTES** *Ray*
  - a. Review/approve public session minutes for: 5/14/2015 & 6/2/2015
  - b. **\*\*Executive Session\*\*** - Review/approve executive session minutes for: 5/14/2015
  
4. **CONSENT AGENDA** *L'Amoreaux/Everhart/Valentine*
  - a. Licensure Review: applications for examination & registration, changes to inactive/active status, reinstatements
  - b. Continuing Education Audit Report: Jan. – March 2015
  - c. Quarterly Check/Payment Log
  
5. **ADMINISTRATIVE MATTERS** *Valentine*
  - a. Administrator's narrative report
  - b. Renewal history update
  
- ~15 min. break anticipated (estimated @ 10:15 to 10:30)*
  
6. **GOALS/STRATEGIES CHECK-IN** *Ray/All*
  - a. Updates
  - b. Action items
  
7. **CORRESPONDENCE** *Ray/Valentine*

## 8. PUBLIC COMMENT

Ray

*Lunch Break Anticipated/Working Lunch Possible (@ 11:30 AM -12:00 PM)*

## 9. REPORTS

### a. **ADMINISTRATIVE RULES**

*O'Brien/Valentine*

- i. Update on Active Rule Projects(including public comments received)
  - Public Records Requests
  - Social Security Numbers
  - Inactive & Inactive Emeritus Status (plus Fee rule)
  - Late Renewal & Reinstatement
- ii. Update on Pending Rule Projects
  - Continuing Education
  - Business Registration

### b. **COMPLIANCE**

*Smith/White*

- i. Discussion of new complaints/open investigations **\*\*Executive Session\*\***
- ii. Motions (if any) & discussion of possible complaints
- iii. Other updates

*~15 min. break anticipated (estimated @ 1:45-2:00 PM)*

### c. **CONTINUING EDUCATION**

*Everhart*

- i. Audits Not Included in Consent Agenda
- ii. Drawing of Names: April – June 2015
- iii. Other updates

### d. **BUDGET**

*Olsen/Valentine*

- i. 2013-2015 biennium budget actuals

### e. **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*

*~15 min. break anticipated (estimated @ 2:45-3:00 PM)*

## 10. ORAL EXAM

**TIME CERTAIN 3:00 PM**

*Ray/All*

- a. Candidates for initial registration

## 11. NEW BUSINESS/ANNOUNCEMENTS

*All*

- i. Delegation of Authority update
- ii. Officer Elections
- iii. CLARB Bylaw Changes

## 12. ADJOURNMENT (4:30 PM\*)