

# OREGON STATE LANDSCAPE ARCHITECT BOARD (OSLAB)

This is a virtual meeting due to COVID-19 related restrictions on in-person meetings. The meeting is open to the public for virtual attendance as follows. Join by telephone by dialing 1-669-900-9128 and then enter meeting ID 985 5821 5979 followed by the # sign. Enter # sign again for participant ID. Contact the Board office at 503-589-0093 or by email at [oslab.info@oregon.gov](mailto:oslab.info@oregon.gov) prior to the meeting to obtain the meeting password and for details about a videoconference option.

Public comment will be accepted during the meeting as noted on the agenda. Alternatively, public comment can be submitted in writing prior to the meeting date and will then be reviewed by the Board during the meeting.

## \*\*\**AGENDA*\*\*\* QUARTERLY MEETING 05/08/2020

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. The Chair may alter the time and order of agenda items that are not listed as time specific.*

1. **OPEN MEETING (9:00 AM)\*** *Ray*
  - a. Roll Call
  - b. Welcome Guests
  
2. **AGENDA REVIEW** *Ray*
  
3. **PUBLIC COMMENT** *Ray*
  - a. Comments submitted in writing
  - b. Comments provided virtually
  
4. **MINUTES** *Ray*
  - a. Review/Approve Public Session Minutes: 02/27/2020
  - b. Review/Approve Executive Session Minutes: 02/27/2020
  
5. **CONSENT AGENDA** *Hatch/Everhart/Valentine*
  - a. Quarterly Licensure Actions Report
  - b. Quarterly Continuing Education Audit Report
  - c. Quarterly Payments Log

- 6. ADMINISTRATIVE MATTERS** *Valentine*
- a. Administrator's Report, including:
    - i. COVID-19 Emergency Overview
    - ii. Office Administration Update
    - iii. Board Member Recruitment Update
    - iv. CLARB-Related Updates
    - v. ASLA-Related Updates
  - b. Quarterly Budget/Investments Report
  - c. Quarterly Renewal Histories
- 7. COMPLIANCE REPORT** *Valentine*
- a. New Complaints/Open Investigations (if any) ***\*\*Potential Executive Session\*\****
  - b. Other Updates (if any)
- 8. CONTINUING EDUCATION REPORT** *Everhart/Valentine*
- a. Audits/Issues Not Covered in Consent Agenda
  - b. Other Updates from Audit Process
  - c. Random Drawing for Next Audits
- 9. OLD BUSINESS** *Ray/Valentine*
- a. DRAFT Enforcement Policy
  - b. Civil Penalties Historical Information
- 10. CORRESPONDENCE** *Ray*
- 11. NEW BUSINESS** *Ray*
- 12. ANNOUNCEMENTS** *Ray*
- 13. ADJOURNMENT (1 PM\*)**

**Next Quarterly Meeting: 08/05/2020**