

**MINUTES**

**LANDSCAPE ARCHITECT  
LICENSING BOARD  
MEETING**

**October 18, 2023**

**Room 475 – 4<sup>th</sup> Floor, 1:00 P.M.  
Heber M. Wells Building  
160 East 300 South  
Salt Lake City, Utah**

**CONVENED:** 1:02 P.M.

**ADJOURNED:** 1:55 P.M.

**Bureau Manager:**  
**Board Secretary:**

Stephen Duncombe  
Nicole Herrera

**Board Members Present:**

Ole Russell Sleipness, Ph.D.  
Jay Bollwinkel - Chairperson  
Josh Sundloff  
Corinna T. Harris  
Scott Peters

**Board Members Absent:**

**DOPL Staff Present:**

Jennifer Boshard

**Guests:**

John Ellsworth

**TOPICS FOR DISCUSSION**

**DECISIONS AND RECOMMENDATIONS**

**ADMINISTRATIVE BUSINESS:**

Approval of Minutes

The Board reviewed the minutes dated April 26, 2023. Mr. Sundloff motioned to approve the minutes as written. Ms. Harris seconded the motion. The motion passed unanimously.

Time: 4:20

Update on Education and Enforcement Fund:

Time: 5:00

Mr. Duncombe provided the Board with information pertaining to board duties, roles of the board, licensing statistics, and the Landscape Architect Education and Enforcement Fund. Item noted with no action taken.

**DISCUSSION ITEMS:**

Proposal to Eliminate Board Update:

Time: 8:45

The board discussed the possibility of the board being eliminated. The board reviewed the topics discussed at the Architect Licensing Board Meeting. The two boards discussed that the preference would be to keep each board as is, currently. The second option would be to combine the two boards and how that may look. The boards have two separate Associations and Education Funds and would the licensing act be combined or kept separate. The required report was generated and submitted to the administrator at the governor's office, Brooke Scheffler by the due date of October 17, 2023.

CLARB National Licensure Standards:

Time: 36:35

Mr. Bollwinkel talked about how CLARB has developed a national standard for licensure. No one on the board has the details, so they will look into it.

Education of the Public:

Time: 42:30

The board wanted to make sure they get the information out to the public regarding the Education and Enforcement Fund.

**BOARD MEETINGS:**

**The next Board meeting is scheduled:  
April 17, 2024**

**ADJOURN**

The meeting adjourned at 1:55 P.M.

*Note: This report is not intended to be a verbatim transcript, but is intended to record the significant features of what was discussed in the meeting. Discussed items are not necessarily arranged in chronological order.*

04/17/2024

Date

Jay Bollwinkel

Jay Bollwinkel (Apr 17, 2024 14:27 MDT)

Chairperson, Landscape Architect Licensing Board

04/17/2024

Date

Stephen Duncombe

Bureau Manager, Division of Professional Licensing