



**Oregon Landscape Contractors Association  
Board of Directors Meeting  
November 6, 2015  
OLCA/Update Management Office \* 9:00 am PT**

**MINUTES**

**Attendees:** Michael McQuiggin, David West, Matt Triplett, Scott Picker, Richard Kansky, Jim Vachter, Jesse Stegman, Bob Grover, Jim Larson, Lisa Walter-Sedlacek, Todd Hunter, Michael Ludeman Mike Fisher (staff) and Stacey Barrett (staff)

**Guest:** Arnie Lopez, Jesse Brough, Bill Cross (OLCA Lobbyist) and Elizabeth Boxall (LCB Administrator)

**Absent:** Rod Bailey, Adam Harris and Bryan Rott.

President McQuiggin declared a quorum present and the meeting was called to order at 9:04 am Pacific Time.

**LCB Report:**

Boxall gave a report for HB3304 (LCB Practical Skills Licensure Test). She stated that the Practice Skills Implementation Committee (PSIC) discussed several modifications to the current law. She reported that both the PSIC and Representative Heard have agreed on six (6) modification requests to HB3304. The modifications requested have LCB Board support. Boxell noted that the LCB Board and the PSIC are in agreement that this is the only feasible option to implement a portion of the bill to get started.

1. Amend the numbers of times the practical skills exam is required to be provided from three (3) times per year for two (2) consecutive days to one (1) time per year for one (1) day;
2. Amend the law to allow a combination of written sections and practical skills sections for licensure;
3. Amend the law to allow candidates to attend the business course at any time through the exam process;
4. Amend the law to only license for a partial phase license through the practical skills exam;
5. State the Backflow Section of the exam will not be converted to a practical skills; and
6. Allow a small review-type test for the business class.

Larson arrived at 9:24 am.

**Secretary Report:**

**Approval of September 25, 2015 Board Meeting Minutes:** A motion was made to accept the September 25, 2015 board minutes as presented. The motion was seconded and unanimously approved.

**Review of Action Items:** The action list was reviewed with Barrett noting that all items had been completed or would be discussed later in the meeting.

**Financial Report:**

**October Financial Report:** Triplett reviewed the financial report ending October 31, 2015. Triplett noted that membership dues are down from last year.

A motion was made to accept the October Financial Report as presented. The motion was seconded and unanimously approved.

**Membership Report:**

**Review of New Member Applicants:** McQuiggin presented 8 new member applicants, including 2 Associate Members, 1 Regular Member Level 1 Member, 1 Regular Member Level 2 Member and 3 Student Members. The Board reviewed all applications. With no questions, a motion was made to accept the applicants. The motion was seconded and unanimously approved.

**Review of Expired Members List:** Barrett reported that there are 8 companies from May 1 to September 30, 2015 that have not renewed their OLCA dues. A discussion ensued regarding this membership retention. The Board agreed to contact the past due members to and report to staff.

**Member Spotlight Project:**

Tabled until January Board Retreat.

**Academic Committee:**

Barrett reported that the committee will hold its next meeting at Expo on December 9<sup>th</sup>.

**Certification Committee Report:**

Stegman reported that the Certification Committee will meet at Expo on December 9<sup>th</sup> to begin planning for 2016. He noted that they will be the booth personnel for the OLCA booth again this year. Stegman reported that the Chair for 2016 will be Peter Timmen.

**Expo Committee Report:**

Triplett reported that the committee has sold 1,000 square feet more booth space than last year at this time. He noted that Barrett will be working with the show decorator to create more marketing opportunities for exhibitors.

Boxell left at 10:07 am.

**Environmental Resource Committee Report:** No Report.

**Chapter Reports:**

**Portland:** Larson reported that the November meeting had 52 attendees. He reported that the Expo Kick-Off party will be held at McMenamins Kennedy School on December 8, 2015 and they currently have 5 sponsors and 14 registrants. Larson reported that The 2016 Portland Chapter Golf Tournament will be held on June 3<sup>rd</sup> with a morning shot gun start.

He noted that the Portland Chapter will be collaborating with ANLD to create a small garden vignette at the 2016 Yard, Garden and Patio Show.

Larson reported that the 2016 Portland Chapter President will be Howard Lehman.

**Central Oregon:** Ludeman reported that the October meeting had 18 attendees. He noted that the High Desert Green Industry Conference will not be held in 2016. He spoke with representatives with OSU who reported that financial support was not viable for 2016 and they hope to have the conference in 2017.

McQuiggin reported that Chris Hart-Henderson contacted him regarding OSLAB (Oregon State Landscape Architecture Board) and laws regulating Landscape contractors when producing and selling Landscape designs. She is trying to ascertain if OLCA and its members are interested in pursuing change to the current law. A discussion ensued regarding this legislation. The board agreed to continue this discussion at the January Board Retreat.

**Mid-Willamette Valley:** Kansky reported there has been no activity in the chapter. He noted that the chapter has not been able to attract attendees to the last few meetings. He will try to plan another meeting for January and report at the January Board Retreat.

**Nominating Committee Report:**

Picker reported that he has been in contact with volunteers regarding open board positions. He has the following nominees:

- President: David West (confirmed)
- President Elect: Jesse Stegman (not confirmed)
- Secretary/Treasurer: Matt Triplett (confirmed)
- Director at Large: Jesse Brough (confirmed)
- Associate Director: Todd Hunter (confirmed)
- Central Oregon Regional Director: Michael Ludeman (confirmed)
- Portland Regional Director: Jim Larson (confirmed)
- ERC Committee Director: Dan Lockwood (confirmed)
- Expo Committee Director: Adam Harris (confirmed)
- Legislative Committee Director: Bob Grover (confirmed)
- Certification Committee Director: Peter Timmen (confirmed)

**CEO/Leadership Dinner:**

Barrett reported that there were 10 attendees at the Leadership Dinner. Triplett noted that the event lost money due to low registration. A discussion ensued regarding continuing this event in 2016. The board agreed to continue this discussion at the January Board Retreat.

Cross arrived at 10:39 am.

**Government Affairs Committee:**

Cross reviewed the LCB's proposed rules that were drafted to further clarify SB 580. A discussion ensued regarding the amended rules.

With no further discussion, a motion was made to create a position paper stating that OLCA supports the LCB's proposed rules that were drafted to further clarify SB 580. The motion was seconded and unanimously approved.

The Board requested Fisher draft a position paper and submit it to the LCB.

Cross also noted even though the Minimum Wage Increase Legislation (HB 2009 and SB 327) failed, there is a ballot initiative being pushed for the November 2016 ballot. He also reported the there is a Gross Receipts Initiative for a 2.5% tax on revenue over 25 million.

A discussion ensued regarding these initiatives. With no further discussion, the Board requested the Legislative Committee to track the movement of these initiatives and report to the board when needed.

Cross noted that the PAC fund is low and encouraged the Board to start raising funds for the upcoming legislative session. After a discussion ensued, a motion was made to increase the PAC donation request on the OLCA membership renewal form to \$50. The motion was seconded and unanimously approved.

The board discussed sending out a request to companies encouraging them to donate \$200 to the PAC. A discussion ensued. Upon completion of the discussion, a motion was made to have Grover draft a request letter to send to companies for the \$200 PAC pledge. The motion was seconded and unanimously approved.

Kansky suggested having a form online to submit a PAC pledge. Barrett will verify if this complies with PAC regulations. If it complies with PAC regulations, staff will create and send link to board.

**New Business:** Fisher requested for the board to set a date for the 2016 Board Retreat. The board will meet on Thursday, January 21, 2016 at 9:00 am till 5:00 pm at the OLCA/Update Management Office. Fisher to create agenda and support materials and will email to board one week prior to the retreat.

McQuiggin reported that the Yard, Garden & Patio Show would like OLCA members to participate in their Do It Yourself Stage for outdoor projects and small garden vignette. A discussion ensued regarding OLCA's involvement with the Yard, Garden & Patio Show. With no further discussion, the Board agreed to support the show through the Portland Chapter's vignette.

**Board Calendar:**

The following upcoming board meeting dates were identified: **January 21, 2016**

There being no further business to come before the board, the meeting was adjourned at 12:02 pm.

Respectfully Submitted,



Stacey Barrett,  
Recording Secretary

## ACTION ITEMS

1. New Member Phone Calls:
  - a. Rain Bird – Jim Vachter
  - b. Bryan Simpson – David West
  - c. Rock Bauer – Jim Larson
  - d. Angie Snell – Michael Ludeman
  - e. Jon Sorenson – Jim Larson
  - f. Akitchita van Duijn – Michael McQuiggin
  - g. Jerome Salas – Michael McQuiggin
  - h. Lesley Ferguson – Michael McQuiggin
  
2. Expired Member Phone Calls:
  - a. Loen Nursery – Matt Triplett
  - b. FMI Truck Sales & Service – Jim Vachter
  - c. Management Services NW – John Stone
  - d. Veridian Gardens – Lisa Walter-Sedlacek
  - e. Steckler Landscaping & Const., Inc. – Michael Ludeman
  - f. Dalton Landscape LLC – Michael McQuiggin
  - g. Blossom Earthworks – Jim Larson
  
3. Fisher to draft a letter of support for proposed language for SB 580.
  
4. Barrett to increase the PAC donation request on the OLCA membership renewal form to \$50
  
5. Grover to draft a request letter to send to companies for the \$200 PAC pledge.
  
6. Barrett will verify if online PAC pledge form complies with PAC regulations. If it complies with PAC regulations, staff will create and send link to board.
  
7. Fisher to create agenda and support materials for January Board Retreat and will email to board one week prior to the retreat.

# OLCA New Member Report

## 09/24/2015 - 11/05/2015

### Associate Membership Application

<u>Primary Representative</u>	<u>Company</u>	<u>City</u>	<u>Board Mbr to Call</u>
Corey Christopherson	Rain Bird	Newberg, OR	Jim Vachter
Bryan Simpson	Portland Rock & Landscape Supply	Clackamas, OR	David West

### Regular Member Application - Level 1

Rock Bauer	Rock Bauerlandscape	Warrenton, OR	Jim Larson
Angie Snell	North of South Landscapes, Inc.	Bend, OR	Michael Ludeman

### Regular Member Application - Level 2

Jon Sorensen	JSL, Inc.	Portland, OR	Jim Larson
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### Student Member Application

Akitchita van Duijn	Clackamas Community College	Portland, OR	Michael McQuiggin
Jerome Salas	Clackamas Community College	Vancouver, WA	Michael McQuiggin
Lesley Ferguson	Clackamas Community College	Long Beach, WA	Michael McQuiggin

**Total Applicants: 8**

# OLCA Expired Members List

## 5/1/2015 - 9/30/2015

<u>Contact Name</u>	<u>Company</u>	<u>City</u>	<u>Board Mbr to Call</u>
Thatcher Loen	Loen Nursery	Woodburn, OR	Matt Triplett
Rick Patterson	FMI Truck Sales & Service	Portland, OR	Jim Vachter
Byron Cooper	Management Services NW	Ferndale, WA	John Stone
Michael Flaherty	Veridian Gardens	Jacksonville, OR	Lisa Walter-Sedlacek
Dennis Steckler	Steckler Landscaping & Const., Inc.	Bend, OR	Michael Ludeman
Jeremy Byrnes	Dalton Landscape LLC	Portland, OR	Michael McQuiggin
Todd Blossom	Blossom Earthworks	Portland, OR	Jim Larson