

MINUTES
SC Board of Landscape Architectural Examiners
Board Meeting
10:00 a.m., February 19, 2014
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 204
Columbia, SC

Call to Order

Chairman McLeod called the meeting to order at 10:01 a.m.

Statement of Public Notice

Mr. McLeod stated that public notice of this meeting was properly posted at the S.C. Board of Landscape Architectural Examiners office, Synergy Business Park, Kingstree Building, and provided to all requesting persons, organizations and news media in compliance with §30-4-80 of the South Carolina Freedom of Information Act.

Introduction of Board Members and Others

Board members present included: J. Parks McLeod, PLA, Chairman; Barrett D. Anderson, PLA; and Christopher S. Thompson, PLA.

John A. Tarkany, PLA; and Laura G. Dukes, PLA; were unable to attend the meeting due to business conflicts.

Staff members present included: Lenora Addison-Miles, Administrator; Sherri F. Moorner, Program Assistant; Mary S. League, Esq., Office of Advice Counsel; Erin Baldwin, Esq., Office of General Counsel; Tracy Perlman, Office of General Counsel; and Sharon Cooke, Investigator, Office of Investigations and Enforcement.

Others present included: Sean C. Hoelscher; Claudia Chalfa Rainey; Carla Dominick (Creel Court Reporting); and Barbara Bailey-Rakes (Creel Court Reporting).

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the October 23, 2013, meeting and the February 5, 2014, conference call. There were none.

MOTION: To approve the minutes of the October 23, 2013, meeting and the February 5, 2014, conference call. Thompson/Anderson/approved.

Approval of Agenda

Mr. McLeod asked for proposed changes to the agenda for the February 19, 2014, meeting. Mrs. Moorner stated that the date of the next meeting was incorrect. The next Board meeting will be on May 21, 2014. Tracy Perlman also noted that her last name was incorrect on the agenda.

Staff Reports

1. Mrs. Addison-Miles said there are no cases in the Office of Investigations and Enforcement.

2. Mrs. Addison-Miles said there is no report from the Investigative Review Committee.
3. Mrs. Baldwin introduced Tracey Perlman, who will take over this Board for the Office of General Counsel. Mrs. Baldwin reported two cases in the Office of Investigations and Enforcement. One case is older and Mrs. Perlman is working with an expert witness on it. The second case is new and will move through the regular process.
4. Mrs. Addison-Miles reported that there are currently 18 active exam candidates, 155 active Certificates of Authorization, and 586 individuals licensed through the Board of Landscape Architectural Examiners. A list of individuals licensed between October 17, 2013 – February 18, 2014 and financial reports for October 2013 – January 2014, were posted in the meeting packets. The Board had a cash balance of \$242,386.80 as of January 31, 2014.

Application Hearings

1. Mr. Sean C. Hoelscher appeared before the Board for an application hearing to approve his experience to sit for the Landscape Architect Registration Examination (LARE) in South Carolina. This matter was recorded by a court reporter in order to produce a verbatim transcript, should one be necessary.

MOTION: To enter executive session. Anderson/Thompson/approved.

MOTION: To exit executive session. Anderson/Thompson/approved

MOTION: To approve the application so Mr. Hoelscher may sit for the LARE. Thompson/Anderson/approved.

2. Mrs. Claudia Chalfa Rainey appeared before the Board for an application hearing to approve her experience to sit for the Landscape Architect Registration Examination (LARE) in South Carolina. Mr. Thompson stated that he has previously worked with the applicant; however, it will not affect his ability to serve in the hearing. This matter was recorded by a court reporter in order to produce a verbatim transcript, should one be necessary.

MOTION: To enter executive session. Anderson/Thompson/approved.

MOTION: To exit executive session. Anderson/Thompson/approved.

Mr. McLeod asked Mrs. Rainey if she can provide examples of projects she has worked on. She showed the Board several examples from her website.

MOTION: To enter executive session. Thompson/Anderson/approved.

MOTION: To exit executive session. Anderson/Thompson/approved.

MOTION: To approve the application so Mrs. Rainey may sit for the LARE. Anderson/Thompson/approved.

New Business

1. Discussion of Fees in Statute

MOTION: To table the discussion until the May 21, 2014, meeting. Anderson/Thompson/approved.

2. Statement of Economic Interest – Mrs. Moorer reminded the Board to file their Statement of Economic Interest with the State Ethics Commission by noon on March 31, 2014. Statements from the Finance department were distributed to Board members present. The statements were also sent by email in January.
3. Travel Authorization for 2014 – Mrs. Moorer told the Board that a vote is needed to authorize Board members and staff to attend the CLARB Annual Meeting in Reston, Virginia, on September 24-27, 2014.

MOTION: To allow two Board members and up to three staff members to attend meetings and conferences as the budget allows. Anderson/Thompson/approved.

4. Mr. McLeod asked that applicants for hearings be advised to provide documentation of their work experience for Board review. He also asked that a “conflict of interest” statement be added to future application scripts.

Notice of Next Meeting

The next meeting of the SC Board of Landscape Architectural Examiners will be held on Wednesday, May 21, 2014, at 10 a.m. at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Room 204, Columbia, SC.

There being no further business:

MOTION: To adjourn. Anderson/Thompson/approve.

The meeting adjourned at 11:36 a.m.

Respectfully Submitted,



Sherri F. Moorer, Program Assistant