

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
August 5, 2020 at 10:00 a.m. by Virtual Video/Teleconference

Call to Order

Chairman McLeod called the meeting to order at 10:02 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 Section 30-4-80 of the South Carolina Freedom of Information Act. In accordance with the Governor's directives regarding social distancing, the meeting is being held via video and teleconference. Members of the public who wish to attend may do so by telephone or the Internet. For login information, please email Contact.LSA@lir.sc.gov

Introduction of Board Members and Others

Board members participating included: J. Parks McLeod, PLA, Chairman; Edward Kinney, PLA, Vice-Chairman; Laura G. Dukes, PLA; Barret Anderson, PLA; and Jean Catalano, Public Member.

Staff members participating included: Hardwick Stuart, Esq., Office of Advice Counsel; Pam Dunkin, Administrator; Johnnie Rose, Program Coordinator; and Sherri Moorer, Program Assistant.

Others participating included: Jay Gehler and Sean Cary (Creel Court Reporting).

Board Chairman Remarks

Mr. McLeod thanked everybody for accommodating a webinar meeting. He stated that this might be the way meetings are conducted for the foreseeable future.

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the May 6, 2020, meeting.

MOTION: To approve the minutes of the May 6, 2020, meeting. Kinney/Catalano/approved.

Staff Report

Mrs. Dunkin gave the Administrative Report:

- The Board has 671 individual landscape architects and 193 firms actively licensed. A list of staff level licenses issued since May 1, 2020, was included in the meeting handouts.
- The Board had a cash balance of \$110,481.47 as of June 30, 2020. A copy of the Cash Report was included in the meeting handouts.
- There are no cases in the Office of Investigation and Enforcement.
- There is no Investigative Review Committee Report.
- There are no cases in the Office of Disciplinary Counsel.
- The proposed regulation changes for continuing education went into effect on June 26, 2020. A copy of the final regulations was included in the meeting handouts.
- The website was updated and an e-blast was sent to licensees regarding the new regulations and continuing education for the renewal cycle ending January 31, 2021.

- The August 2020 LARE is being offered August 1 – September 19, 2020.
- Mrs. Dunkin and Mrs. Moorer have a Zoom meeting scheduled with Matthew Miller, CLARB’s CEO, on August 13, 2020. The purpose of the meeting is for Matt to introduce himself and to learn more about our operations.
- The CLARB Regional Meeting is scheduled for August 13, 2020, at 3 p.m.
- The ASLA/CLARB Web Licensure Summit is scheduled for August 18, 2020, at 3 p.m.
- The CLARB Annual Meeting will be held remotely on September 10, 2020, from 1:30 – 5:00 p.m. Information on this meeting will be forwarded as it arrives.
- The next Board meeting will be November 4, 2020.

Application Hearing

1. Jay M. Gehler appeared before the Board for an application hearing. Mr. Gehler was not represented by Counsel. This matter was recorded by a court reporter in order to produce a verbatim transcript, if necessary.

MOTION: To enter Executive Session for legal advice. Dukes/Kinney/approved.

MOTION: To exit Executive Session. Kinney/Dukes/approved.

MOTION: To defer determination of this application pursuant to Section 40-28-30(B)(3) until applicant provides evidence that licensure requirements in Wisconsin and Illinois are substantially equivalent to our own; or alternately, provide documentation of CLARB Certification pursuant to Section 40-28-30(B)(4). This evidence will be reviewed by Mrs. Catalano, Mrs. Dukes, and Mr. Kinney upon receipt.

Old Business

1. **Appoint Hearing Officer.** Mr. Stuart asked the Board if they would like to appoint a hearing officer to review disciplinary cases. The Board determined not to take action on it at this time, due to the light case load and vacancies on the Board. They accepted the information for future reference, if needed.
2. **Continuing Education Age Exemption Research.** Mr. Stuart provided the Board with the Appellate Court Rules, which allow a continuing education exemption to individuals who are sixty or older and have been practicing for thirty or more years. This is recommended as a standard by the SC Bar Association. The Board reviewed licensure numbers for individuals over the age of 55, and determined that this would exempt 38% of our licensees from continuing education. The consensus is that individuals who are in active practice should continue to obtain continuing education hours. The Board decided to take no action on the age exemption at this time.
3. **Review of 2021 Renewal Applications.** Mrs. Dunkin presented the Board members with copies of the renewal forms from the 2019 renewals, and asked if they suggested any changes to the forms for 2021. The letterhead will be updated, and language for the allowance of all self-directed study for continuing education in 2021 will be added to the updated forms. The Board determined that

the renewal applications are sufficient with the suggested changes. They advised staff to proceed with renewal preparations as necessary. License renewals will open on November 1, 2020.

New Business

1. 2021 Board Meeting Dates.

MOTION: To approve 2021 meeting dates as follows. All meetings will begin at 10 a.m. by webinar or in person at the Board's office in Conference Room 204. Dukes/Kinney/approved

- February 3, 2021
- May 5, 2021
- August 4, 2021
- November 3, 2021

2. Updating Board Member Terms. Mrs. Dunkin relayed the Board members' concerns over vacancies and expired terms to the agency liaison officer with the Governor's office. The information was given to the Boards and Commission office, who is working on these updates. She will continue to follow up with them for updates. Mr. McLeod asked if the Boards and Commission Office can provide the Board with the number of applications that have been received to date.

3. CLARB Annual Meeting Elections. Mrs. Moorner presented the ballot for the 2020 CLARB Voting Package to the Board. Ballots are due by September 7, 2020.

MOTION: To vote for Robert (Bob) Gunderson for President-Elect, and Julie Hilderbrand and Bob Mercer for the Leadership Advisory Council. McLeod/Catalano/approved.

MOTION: To nominate Mrs. Dukes to cast the SC Ballot. McLeod/Dukes/approved

Notice of Next Meeting

Mr. McLeod said the next meeting of the SC Board of Landscape Architectural Examiners will be held on November 4, 2020, at 10 a.m. by WebEx Webinar.

There being no further business:

MOTION: To adjourn. Catalano/Kinney/approved.

The meeting adjourned at 12:20 p.m.

Respectfully Submitted,

Sherri Moorner

Sherri Moorner, Program Assistant