

**MINUTES**  
**SC Board of Landscape Architectural Examiners Board Meeting**  
**August 4, 2021 at 10 a.m.**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Room 108**  
**Columbia, SC**

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**Call to Order**

Chairman McLeod called the meeting to order at 10:06 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.

**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; and Sherri Moorner, Program Assistant.

Others participating included: William Bowers, SC Chapter of the American Society of Landscape Architects (SCASLA); Courtney Glover (Creel Court Reporting).

**Approval of Agenda**

**MOTION:** To approve the agenda of the August 4, 2021, Board meeting.  
Anderson/Dukes/approved

**Approval of Excused Absences**

There were no absences.

**Board Chairman Remarks**

Mr. McLeod said it was good to see everybody in person again.

**Approval of Minutes**

Mr. McLeod asked for proposed changes to the minutes of the May 5, 2021, meeting.

**MOTION:** To approve the minutes of the May 5, 2021, meeting. Dukes/Catalano/approved.

**Board Member Reports**

There were no Board Member reports.

## Staff Reports

Mrs. Dunkin gave the Administrative Report:

- The Board has 677 individual landscape architects and 202 firms actively licensed.
- The Board had a cash balance of \$234,319.64 as of June 30, 2021.
- There are no complaints in the Office of Investigations and Enforcement. There have been no complaints filed this year.
- There is no Investigative Review Committee report.
- There are no cases in the Office of Disciplinary Counsel.
- The CLARB Regional Meeting Webinar will be held on August 12, 2021 at 3 p.m. Information will be forwarded to Board members when it's available.
- The CLARB Annual Meeting will be held on September 22-24, 2021. It will be a hybrid meeting based in Phoenix, Arizona. Jean Catalano and Pam Dunkin will participate in the meeting virtually. The Board will vote on the state selections for CLARB Leadership Elections as a later agenda item.
- The Landscape Architect Registration Examination (LARE) will be offered December 6-18, 2021. Registration will open in mid-September, and close on November 29, 2021.
- The next Board meeting will be November 3, 2021.
- There is no update on Board member appointments or reappointments. There are currently three vacancies on the Board: two for professional members, and one for a public member.

## Old Business

1. **Investigative Review Committee Member.** Mrs. Dunkin said a list of midlands area landscape architects was provided in the Board meeting handouts. The Board requested that Mrs. Moorer contact Mark Cotterill and Duane Christopher to see if either of them are interested in serving as a professional member of the committee.
2. **Update on Bill #S.295.** Mrs. Dunkin said there has been no action on Bill #S.295. As a reminder, this bill would not allow a board or commission to deny licensure to an applicant based on a prior criminal conviction unless it directly relates to the duties and responsibilities of the occupation or profession. If passed, it would require every board to develop a comprehensive list of criminal convictions that are specific and directly related to the duties and responsibilities of the occupation or profession it regulates.

Mrs. Dukes said she does not feel that the Board has the knowledge or expertise to develop a comprehensive criminal conviction list. Mrs. Catalano agreed that the development of this list would be better handled by legal, because its beyond the scope of the Board. Mr. Anderson said it would be more appropriate for the agency to apply a higher-level filter that would apply across all Boards. He was also concerned that the passage of this bill would put the current regulations and/or Board parameters in a state of constant review. Mrs. Dunkin said the agency is tracking this bill as it carries over into the 2022 Legislative Session, and will keep the Board updated on its progress.

## New Business

- 1. 2021 Continuing Education Audits.** Mr. McLeod requested an eblast and website announcement indicating that the emergency order for continuing education for the 2019-2021 continuing education has expired, and the regular requirements are in effect.

**MOTION:** To approve the audit materials for Andrea Almond and Jacob Bachman.  
Anderson/Kinney/approved

**MOTION:** To approve the audit materials for Beth Bailey with three entries for hours on the City of York Architectural Review Board adjusted to one hour credit each.  
Anderson/Catalano/approved

**MOTION:** To approve the audit materials for Charles Ashley.  
Anderson/Catalano/approved

**MOTION:** To approve the audit materials for Nathan Bass.  
Anderson/Kinney/approved

**MOTION:** To approve the audit materials for Fred Blackley, Hillary Cole, and James Cox II.  
Dukes/Catalano/approved

**MOTION:** That the audit materials for Jessica Fernandez indicate a one hour deficiency. Staff level approval may be granted upon receipt of the documentation.  
Dukes/Anderson/approved

**MOTION:** To return the audit materials for Zachary Bearden with a request that he resubmit his audit materials in the order they are listed on the audit form, with the date, hours, subject and provider information highlighted for clarity of documentation.  
Dukes/Anderson/approved

**MOTION:** To approve the audit materials for Valerie Foster, Marshall Giles, Rebecca Looney, and David Lycke.  
Kinney/Catalano/approved

**MOTION:** That the audit materials for Herbert Kupfer indicate a 3.75 hour deficiency on health/safety/welfare courses. Staff level approval may be granted upon receipt of documentation.  
Kinney/Catalano/approved

**MOTION:** That the audit materials for Margaret Mackintosh are reviewed and adjusted as follows:

- 3 hours for Charleston Horticulture Society “Epstein Garden” site visit.
- Request additional information on the Coastal Conservation League “Exploring Deep Sea Corals.” This will receive 1 hour if the additional information indicates this course is acceptable for continuing education.

- 1 hour for the Charleston County online meeting on December 10, 2020 (adjusted from the requested 2 hours).
- 2.5 hours for Middleton Places Gardens (adjusted from the requested 5 hours).
- 2 hours for the Charleston Horticulture Society “In the Garden With” series (adjusted from the requested 3 hours)
- 4.5 hours allowed for online courses with Clemson Cooperative Extension and NC State University J.C. Rawlston.

This results in a 4-hour deficiency. The additional information for the Coastal Conservation League “Exploring Deep Sea Corals” should be sent to Mr. Kinney for review. Staff level approval may be granted upon receipt of documentation for hours on deficiency.

Kinney/Anderson/approved

**MOTION:** To approve the audit materials for Charles Mooney, William Pruitt, Jr., Scott Rykiel, Isaac Wantland, and Susan Zimmerman.

McLeod/Catalano/approved

**MOTION:** That Mr. Roger Wagner needs to meet the continuing education requirements for licensure within 45 days per the SC Code of Regulations, Chapter 76-6(C)(5), or he needs to apply for Emeritus Status.

McLeod/Catalano/approved

Mr. McLeod requested an agenda item for discussion of a continuing education exemption for age and experience or modifications to Emeritus Status at the next Board meeting.

## **2. 2021 CLARB Leadership Elections.**

**MOTION:** To vote for Carisa McMullen as President-Elect, Joel Kurokawa for Treasurer, and Daniel Biggs and Julia Manley for the Leadership Advisory Council.

Catalano/Dukes/approved

## **3. 2022 Board Meeting Dates.**

**MOTION:** To approve Board meeting dates as follows:

- Wednesday, February 2, 2022
- Wednesday, May 4, 2022
- Wednesday, August 3, 2022
- Wednesday, November 2, 2022

All meetings will be held at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Conference Room 204,

Columbia, SC, and will begin at 10 a.m.  
Catalano/Kinney/approved

**Public Comments**

Mr. William Bowers introduced himself as the Executive Director of the SC Chapter of SCASLA. He did not have any public comments.

**Notice of Next Meeting**

Mr. McLeod said the next meeting of the SC Board of Landscape Architectural Examiners will be held on November 3, 2021, at 10 a.m.

**Adjournment**

**MOTION:** To Adjourn. Anderson/Kinney/approved.

The meeting adjourned at 12:00 p.m.

Respectfully Submitted,

*Sherri Moorers*

Sherri Moorers, Program Assistant