

**MINUTES**  
**SC Board of Landscape Architectural Examiners Board Meeting**  
**February 1, 2023 at 10 a.m. by WebEx Webinar/Teleconference**

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**Call to Order**

Chairman McLeod called the meeting to order at 10:03 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. Members of the public who wish to attend may do so by telephone or the Internet. For login information, please call (803)896-4580 or email [Contact.LSA@llr.sc.gov](mailto:Contact.LSA@llr.sc.gov).

**Introduction of Board Members and Others**

Board members participating included Edward Kinney, PLA, Vice-Chairman; Andrew Cheatham, PLA; Laura Dukes, PLA; Frank E. Barron III, Public Member; and Jean Catalano, Public Member. A quorum was present.

Staff members participating included Joseph Epting, Esq., Office of Advice Counsel; Holly Beeson, Esq., Communications and Governmental Affairs; Sara Morris, Esq., Office of Disciplinary Counsel; Pam Dunkin, Administrator; Johnnie Rose, Program Coordinator; and Sherri Moorer, Administrative Coordinator.

Others participating included: Courtney Glover (Creel Court Reporting).

**Approval of Agenda**

**MOTION:** To approve the agenda of the February 1, 2023, Board meeting with a change to move Item #10 (New Business) to follow Item #7 (Approval of Meeting Minutes).  
Dukes/Barron/approved

**Approval of Excused Absences**

**MOTION:** To excuse Barret Anderson from the meeting.  
Kinney/Dukes/approved

**Board Chairman Remarks**

Mr. McLeod thanked everybody for accommodating a WebEx meeting and reminded participants to mute themselves when not speaking.

**Approval of Minutes**

Mr. McLeod asked for proposed changes to the minutes of the November 2, 2022, meeting.

**MOTION:** To approve the minutes of the November 2, 2022, meeting.  
Kinney/Cheatham/approved.

**New Business**

- 1. Update on H.3515.** Mrs. Beeson said this bill prefiled by Representative Jordan Pace proposed to deregulate a number of Boards within the agency. The Board of Landscape Architectural Examiners is named in this bill. The bill has not moved or been scheduled for any committee

hearings to date. Many individuals and associations have been in contact with Representative Pace to express concerns. She is monitoring this bill and will notify the Board's legislative contacts if any meetings are scheduled.

Mr. Cheatham said the SC Chapter of the American Society of Landscape Architects (SCASLA) sent Representative Pace a letter explaining why landscape architects should be omitted from this bill, and requesting a meeting. Representative Pace responded to thank them for the letter and indicated that he would contact them to schedule a meeting, but that has not happened to date.

Mrs. Beeson said the proposed regulation changes be scheduled for subcommittee meetings soon. This is an opportunity for Board and association members to provide information to members on how landscape architecture feeds into the role of protecting public health and safety. A weekly legislative update is sent each Friday during the session, which staff will forward to Board members.

### **Staff Reports**

Mrs. Dunkin gave the Administrator's Report:

- The Board has 755 individual landscape architects and 223 firms actively licensed. A list of staff level licenses issued since October 27, 2022, is included in the meeting handouts.
  - The Board had a cash balance of \$196,970.42 as of December 31, 2022. A copy of the Cash Report is included in the meeting handouts.
  - License renewals closed January 31, 2023. 88% of individual landscape architects renewed, and 72% of firms renewed during the regular renewal period, almost all online. The late renewal period will remain open through March 31, 2023. Licenses not renewed by this date must be reinstated.
  - The Landscape Architect Registration Examination (LARE) will be offered April 3-16, 2023. Registration closes on March 27, 2023.
  - Two other bills are in the State House that will affect all licensure Boards:
    - S165 would make changes regarding the consideration of criminal convictions, and require issuing licensure to applicants who have completed apprenticeship programs with the Department of Labor. This bill would also repeal the section of Chapter 40 regarding denial of licensure based solely on criminal convictions.
    - H. 3605 is a similar bill what would make changes to the Department's investigative processes, and prohibit denial of a license based on past criminal convictions.
- Mr. McLeod asked if staff will filter the weekly legislative update to include action on H.3515, S.165, H.3605, and any other bills introduced relevant to this Board.
- Mrs. Dunkin reminded the Board members to file their Statement of Economic Interest by the noon deadline on March 20, 2023. Financial statements were sent to Board members by email on January 31, 2023.
  - The next Board meeting will be held in person on May 3, 2023.

### **Office of Investigations and Enforcement (OIE) Report**

Mrs. Dunkin said there were 17 complaints received in the Office of Investigations and Enforcement during the 2022 calendar year, with one active investigation.

**Investigative Review Committee (IRC) Report**

Mrs. Dunkin said there are two cases on the IRC report recommended for dismissal due to insufficient evidence.

**MOTION:** To accept the IRC Report.  
Kinney/Catalano/approved

**Office of Disciplinary Counsel (ODC) Report**

Ms. Morris said there are no cases in the Office of Disciplinary Counsel.

**Board Member Reports**

There were no Board member reports.

**Public Comments**

There were no public comments.

**Notice of Next Meeting**

The next meeting of the SC Board of Landscape Architectural Examiners will be held on May 3, 2023, 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.

**Adjournment**

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

There being no further business, the meeting adjourned at 10:38 a.m.

Respectfully Submitted,

*Sherri F. Moorer*

Sherri F. Moorer, Administrative Coordinator