

**MINUTES**  
**SC Board of Landscape Architectural Examiners Board Meeting**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Midlands Conference Room**  
**Columbia, SC 29210**  
**May 1, 2024 at 10 a.m.**

---

**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. Members of the public who wish to observe may do so by live streaming at <https://llr.sc.gov/land/videos.aspx>

**Introduction of Board Members and Others**

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

Staff members participating included Mary League, Esq., Office of Advice Counsel; Johnnie Rose, Board Executive; and Sherri Moorer, Administrative Coordinator.

Others participating by WebEx included Veronica Meadows, Council of Landscape Architecture Registration Boards (CLARB).

Others participating in person included Sean Cary (Creel Court Reporting).

**Approval of Agenda**

**MOTION:** To approve the agenda of the May 1, 2024, Board meeting.  
Catalano/Dukes/approved

**Board Chairman Remarks**

Mr. McLeod thanked Mrs. Moorer for 25 years of service to the Board and presented her with plaque and letter of appreciation from CLARB.

**Approval of Minutes**

Mr. McLeod asked for proposed changes to the minutes of the February 7, 2024, meeting.

**MOTION:** To approve the minutes of the February 7, 2024, meeting.  
Dukes/Cheatham/approved.

## **Staff Reports**

Mr. Rose gave the Administrator's Report:

- Mr. Rose welcomed Kenneth B. Simmons, Jr. to the Board. Mr. Simmons was a member of the first SC Landscape Architect Advisory Council from July 1, 1976 – December 31, 1979. His knowledge and expertise will be valuable to the Board in its future endeavors. Mr. Simmons stated he is amazed at the progression the Board has made over the years, especially since moving to Labor, Licensing and Regulation in 2010.
- Mr. Rose stated members of other Boards within the agency had questions about serving in professional associations. This is acceptable as long as they participate as a licensee. Presentation as a Board member requires Board approval.
- The Board had 766 individual landscape architects and 223 firms actively licensed. Sixteen licenses were issued since the last Board meeting.
- The Board had a cash balance of \$211,759.66 as of March 31, 2024.
- The CLARB Annual Meeting will be held at the Hyatt Regency in Buffalo, New York on September 19-21, 2024.
- The Landscape Architect Registration Examination (LARE) will be offered July 29 – August 14, 2024. Registration opens in mid-May and closes on July 22, 2024.
- The next Board meeting is August 7, 2024.

## **Office of Advice Counsel Advisory Opinions**

Mrs. League did not have any advisory opinions.

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

Mr. Rose stated there are two cases in the Office of Advice Counsel.

## **Investigative Review Conference (IRC) Report**

Mr. Rose stated there was no IRC Report.

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

Mr. Rose stated there are no cases in the Office of Disciplinary Counsel.

## **Board Member Reports**

There were no Board Member Reports.

## **Old Business**

1. **Investigative Review Conference Member Recommendations.** Mr. Rose reminded the Board members to send him names of individuals to serve on the Investigative Review Conference for vote at the next meeting.
2. **CLARB Annual Meeting Travel Approval.** Mr. Rose stated the CLARB Annual Meeting will be in Buffalo, New York on September 19-21, 2024.

**MOTION:** To approve two Board members and one staff member to attend the CLARB Annual Meeting.  
Kinney/Catalano/approved.

## **New Business**

- 1. Strategic Planning Pre-Assessment.** Mrs. Meadows gave a presentation on Strategic Planning. The purpose is for the Board to be proactive in pursuing the Board mission and vision for the future. This pre-assessment phase is to determine if the Board is serving its purpose, how that purpose has or has not changed, how their work has evolved, the key drivers of change, and changes to implement that will increase efficiency in Board operations. Once this is done, the Board will assess drivers of change and do an environmental scan of key trends in the industry to determine how to establish and meet goals for the future. The first step is for Board members to complete a pre-session survey to each Board meeting, and review the results of this survey at a special called meeting in June or July. After that, the Board can dedicate a full day planning session to determine two or three goals for a strategic plan to implement over the next five years.

Mr. Kinney stated he identified three issues to consider:

- What are the fees for this service?
- Evaluating examples of strategic planning in other states.
- Talking to Board and staff members who are engaged in strategic planning.

Mr. Simmons stated he believes the Board needs more time to research these questions before moving forward. He proposed extending the timeline into 2025.

Mr. Barron stated the cost is a concern, along with the specific goals the Board identifies. Will the profession and public get value for the cost of this initiative?

Mrs. League stated that having a strategic plan is a good idea, however, the Board is limited by the statute. They have the ability to work with the regulations, but they are not allowed to change or act on the statute.

The Board agreed that they would like more time for research and consideration. They will vote on moving forward with strategic planning at the August Board meeting.

## **Agenda Topics for Next Meeting**

Mr. Simmons stated Strategic Planning has been established as an agenda item for the August meeting.

## **Executive Session**

There was no executive session.

## **Public Comments**

There were no public comments.

**Adjournment**

**MOTION:** To Adjourn.  
Catalano/Barron/approved

There being no further business, the meeting adjourned at 11:16 a.m.

Respectfully Submitted,

*Sherri F. Moorer*

Sherri F. Moorer, Administrative Coordinator