

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
Board Meeting Via Virtual Video/Teleconference
August 7, 2024 at 10 a.m.

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. The meeting was conducted virtually. Members of the public who wished to attend could do so at:

<https://scdllr.webex.com/scdllr/j.php?MTID=m7359fd19db65de041e714ec825185239>

Introduction of Board Members and Others

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

Staff members participating included: Carolyn Sutherland, Esq., Office of Advice Counsel; LeAnna McMenamin, Esq., Office of Disciplinary Counsel; Wattie Wharton, Investigator, Office of Investigations and Enforcement; Charles Turkal, Office of Investigations and Enforcement; Johnnie Rose, Board Executive; and Sherri Moorer, Administrative Coordinator.

Others participating included: Nadine Garrett (Creel Court Reporting).

Approval of Agenda

MOTION: To approve the agenda of the August 7, 2024, Board meeting.
Dukes/Kinney/approved.

Approval of Excused Absences

There were no absences.

Board Chairman Remarks

There were no Chairman remarks.

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the May 1, 2024, meeting.

MOTION: To approve the minutes of the May 1, 2024, meeting.
Cheatham/Simmons/approved.

Staff Reports

Mr. Rose gave the Executive's Report:

- Mr. Rose introduced Carolyn Southerland as the new Advice Counsel.
- The Board had a cash balance of \$197,829.88 as of May 31, 2024.
- Currently the Board had 779 individual landscape architects and 226 firms actively licensed. 15 licenses were issued since April 30, 2024.
- There is a CLARB Membership Meeting Webinar scheduled for August 22 at 2 p.m.
- The Landscape Architect Registration Examination (LARE) is being offered through August 14, 2024. The next administration of the exam is December 2-18, 2024. Registration opens in mid-September and closes on November 25.
- The next Board meeting will be November 6, 2024.

Advisory Opinions

Ms. Sutherland introduced herself to the Board. There were no advisory opinions.

Office of Investigations and Enforcement (OIE) Report

Mr. Wharton stated there have been seventeen (17) complaints received in the Office of Investigations and Enforcement since January 2, 2023. Fourteen (14) are "do no open" cases.

Investigative Review Conference (IRC) Report

Mr. Wharton stated there are three (3) cases on the Investigative Review Conference Report.

MOTION: To issue a cease and desist on Case #2022-15. This motion was amended to approve a dismissal, per the IRC recommendation.
Kinney/Catalano/approved.

MOTION: To approve moving Case #2023-6 to the Office of Disciplinary Counsel for formal complaint, per the IRC recommendation.
Dukes/Kinney/approved.

MOTION: To approve a Letter of Caution on Case #2024-1, per the IRC recommendation.
Kinney/Barron/approved.

Office of Disciplinary Counsel (ODC) Report

Mrs. McMenamin stated there are no cases in the Office of Disciplinary Counsel.

Board Member Reports

There were no Board Member Reports.

New Business

1. **CLARB Leadership Election.** Mrs. Moorer presented the ballot for the 2024 CLARB Leadership Elections. Ballots must be submitted to CLARB electronically by September 15, 2024.

MOTION: To allow a Board member attendee to vote on the ballot as presented.
Dukes/Kinney/approved.

Old Business

- 1. Strategic Planning.** Mr. Rose stated that CLARB gave a quote of \$5,000 to facilitate Strategic Planning. The Board has a plan in place following the 2017 Friction Analysis, and it is possible to build on that to develop a Strategic Plan internally.

MOTION: To not accept the proposal from CLARB to facilitate Strategic Planning.
Catalano/Dukes/approved.

MOTION: To perform an internal strategic planning workshop on the next agenda.
Kinney/Cheatham/approved.

- 2. CLARB Annual Meeting Attendees.** Mr. Rose stated that the CLARB Annual Meeting will be held in Buffalo, New York on September 18-21, 2024. Mr. Kinney will attend as a funded CLARB delegate. Mr. Rose asked the Board members to let staff know if they are interested in attending by August 16, 2024.

Agenda Topics for Future Meetings

Mr. Rose stated that a strategic planning workshop will be added to the November 6 agenda.

Executive Session

There was no executive session.

Public Comments

There were no public comments.

Adjournment

MOTION: To Adjourn.
Catalano/Kinney/approved

There being no further business, the meeting adjourned at 11:01 a.m.

Respectfully Submitted,

Sherri F. Moorer

Sherri F. Moorer, Administrative Coordinator