

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
Board Meeting – November 6, 2024 at 10 a.m.
Synergy Business Park, Kingstree Building
110 Centerview Drive, Midlands Conference Room
Columbia, SC

Call to Order

Chairman McLeod called the meeting to order at 10:00 a.m.

Statement of Public Notice

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 at <https://llr.sc.gov/land/videos.aspx>

Introduction of Board Members and Others

Other Board members participating included: Edward Kinney, PLA, Vice-Chairman; Laura Dukes, 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 McMenamain, Esq., Office of Disciplinary Counsel; Johnnie Rose, Board Executive; and Sherri Moorner, Administrative Coordinator.

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

Board Chairman Remarks

There were no remarks from the Board Chairman.

Approval of Agenda

MOTION: Ms. Catalano moved to approve the agenda of the November 6, 2024, Board meeting. Ms. Dukes seconded the motion, which passed unanimously.

Approval of Excused Absences

MOTION: **Ms. Dukes made a motion to** excuse the appearance of board members Andrew Cheatham and Kenneth Simmons from the meeting, due to a schedule conflict. Mr. Kinney seconded the motion, which passed unanimously.

Approval of Minutes

Mr. McLeod asked if there are amendments to the minutes of the August 7, 2024, meeting.

MOTION: **Mr. Kinney moved to** approve the minutes of the August 7, 2024, meeting, as amended. Ms. Catalano seconded the motion, which passed unanimously.

Staff Reports

Mr. Rose gave the Executive's Report:

- Mr. Rose reintroduced Carolyn Sutherland as the new Advice Attorney for the Board.
- The Board has 793 individual landscape architects and 233 firms licensed. L22 licenses have been issued since August 1, 2024.
- License renewals opened on November 4, 2024 and are due by January 31, 2025. There will be a late renewal period February 1 – March 31, 2025, where a \$20 late fee will be added. Licenses not renewed by March 31, 2025 must be reinstated. Certificates of Authorization cannot be reinstated and the firm must reapply after March 31.
- The ASLA/CLARB Fall Licensure summit webinar will be held on November 13, 2024 at 3 p.m.
- The SC Department of Motor Vehicles is offering specialty license tags to Board members.
- The Landscape Architect Registration Exam (LARE) is being offered December 2-18, 2024. The registration deadline is November 25, 2024.
- The next Board meeting will be February 5, 2025.

Advisory Opinions

There were no Advisory Opinions.

Office of Investigations and Enforcement (OIE) Report

Mr. Rose noted there have been no new complaints filed against licensees, therefore there is no report from the Office of Investigations and Enforcement.

Investigative Review Conference (IRC) Report

Mr. Rose noted that there were no complaints pending before the Investigative Review Conference, therefore, there is no IRC report or recommendations for the board's consideration.

Office of Disciplinary Counsel (ODC) Report

Ms. McMenamain advised there is one case pending in the office of Disciplinary Counsel.

Financial Report

The Board had a cash balance of \$178,903.76 as of September 30, 2024.

Board Member Reports

1. **CLARB Annual Meeting Update.** Mr. Kinney attended the CLARB Annual Meeting and was recently appointed to CLARB's board of directors. Mr. Kinney provided the following updates and major topics presented at the CLARB Meeting.
 - Practice overlap. CLARB is working with the National Council of Examiners for Engineering and Surveying (NCEES), the National Council of Architectural Registration Boards (NCARB), and the Council for Interior Design Qualification (CIDQ) to further define licensure parameters and the scope of services offered by each profession.
 - Bylaw Revisions. CLARB assessed the effectiveness of the 2019 bylaw amendments and considered areas for further refinement and improvement.
 - Best practices for nonprofit organizations.
 - Adoption of the CLARB Uniform Standard. To date, nearly a dozen states have adopted or are in the process of adopting the Uniform Standard.

- The impacts of Artificial Intelligence on Practice and Regulation, particularly ways to adopt and harness the power of AI in licensure and practice, and to be alert of potential problems.

Mr. Rose agreed that adoption of the CLARB Uniform Standard is an issue that the Board should address, as well as highlighting the benefits of the STEM designation and remaining alert about the affect of AI on the profession. Ms. Sutherland reminded the Board that they must work within the confines of their law and regulations on these efforts.

Ms. Catalano congratulated Mr. Kinney on his appointment to the CLARB Board of Directors.

New Business

- 1. CLARB Annual Meeting Travel Approval.** Mr. Rose stated that the 2025 CLARB Annual Meeting will be held September 18-20, 2025 at the Hyatt Regency in Lexington, Kentucky.

MOTION: Ms. Dukes moved to approve two Board members and two staff members to attend the 2025 CLARB Annual Meeting. Ms. Catalano seconded the motion, which passed unanimously.

- 2. Election of Officers.** This item will be deferred until the next meeting to ensure all members are able to be present.

Board Impact Proposal

Mr. Rose stated that this Board is a model to the Agency and other licensure Boards in terms of diligence and effort. They have streamline and updated regulations and processes to ensure that they remain proactive in the profession. He proposed three items to increase Board efficiency in the future:

1. Alignment with the CLARB Uniform Standard, which the Board proposed during the discussion on the CLARB Annual Meeting. Mrs. Sutherland will prepare materials for Board consideration at the next meeting.
2. Implement outreach regarding the recent STEM designation for the profession. The professional Board members suggested working with the SC Chapter of the American Society of Landscape Architects with this effort.
3. Mrs. Moorer requested the development of a separate application for individuals who are applying for licensure under "Method 2," which requires Board approval of education and/or experience. The Board has designated Mr. Kinney to review these applications; however, the application paperwork could be streamlined to make the process easier for applicants.

The Board agreed to add these three items to the next agenda for research and discussion. Mr. Rose asked the Board members to contact him if they are aware of further concerns for Board action.

Agenda Topics for Future Meetings

The Board requested the following items for discussion at the next Board meeting:

1. Compare the requirements for licensure in State law and regulations with the CLARB Uniform Standard.

2. Research opportunities for outreach opportunities with STEM programs.
3. Develop an application for Method 2 applicants.
4. Election of officers

Executive Session

There was no Executive Session.

Public Comments

There were no public comments.

Adjournment

MOTION: Mr. Kinney made a motion to adjourn. Ms. Dukes seconded the motion, which passed unanimously.

There being no further business, the meeting adjourned at 10:44 a.m.

Sherri F. Moorer

Sherri F. Moorer, Administrative Coordinator