

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
Board Meeting – May 7, 2025 at 10 a.m.
Synergy Business Park, Kingstree Building
110 Centerview Drive, Midlands Conference Room
Columbia, SC

Call to Order

Chairman Kinney called the meeting to order at 10:02 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>

Approval of Agenda

Mr. Kinney asked for a motion to adopt the agenda of the May 7, 2025, meeting.

MOTION: **Mr. McLeod moved** to approve the agenda of the May 7, 2025, meeting.
Mrs. Catalano seconded the motion, which passed unanimously.

Introduction of Board Members and Others

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

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

Other participants included: Jason Smith; PLA; Zachary Druga, Council of Landscape Architectural Examiners (CLARB); Jamie Hairfield, PLA, SC Chapter of the American Society of Landscape Architects (SCASLA); and Katherine Boone (Creel Court Reporting).

Approval of Minutes

Mr. Kinney asked for a motion to approve the minutes of the February 5, 2025, meeting.

MOTION: **Mrs. Dukes moved** to approve the minutes of the February 5, 2025, meeting, as read.
Mr. Cheatham seconded the motion, which passed unanimously.

Board Chairman Remarks

Mr. Kinney welcomed everybody to the meeting. He thanked Mrs. Sutherland for her guidance with his first meeting as Board Chairman.

Staff Reports

Mr. Rose gave the Executive's Report:

- Mr. Rose thanked the Board for their initiatives to improve processes this year.
- There are no bills in the State House that will impact the Board. The legislative session closed May 8, 2025.
- Mr. Rose reminded Board members to direct any Board related questions from members of the public to Board staff.
- The Board currently has 758 individual landscape architects and 222 firms actively licensed; 30 licenses were issued since February 1, 2025.
- CLARB will hold a special meeting to vote on resolutions to amend their bylaws on August 12, 2025. An informational webinar will be held on July 16 to address questions and concerns, and the Credentials letter is due by August 11. Mr. Kinney advised the information is presented today for review, and the Board will vote on the resolutions at the next meeting, scheduled August 6, 2025.
- The CLARB Annual Meeting will be held on September 18-20, 2025 at the Hyatt Regency in Lexington, Kentucky.
- The LARE will be offered July 28 – August 13, 2025. Registration opens in late May and closes on July 21.
- The next Board meeting will be August 6, 2025.

Financial Report

Mr. Rose stated that the Board had a cash balance of \$372,278.30 as of March 31, 2025.

Office of Investigations and Enforcement (OIE) Report

Mr. Turkal informed the Board that nineteen complaints were received since January 1, 2024. Of those 19 cases, one is closed, and sixteen are "do not open" cases.

Investigative Review Conference (IRC) Report

Mr. Turkal stated that there was no Investigative Review Conference report.

Office of Disciplinary Counsel (ODC) Report

Mrs. McMenamin stated there is one case pending an agreement in the office of Disciplinary Counsel. The Board is hearing the case today.

Disciplinary Hearing

Case No(s): 2023-6 (Memorandum of Agreement)

LeAnna McMenamin, Office of Disciplinary Counsel, represented the State. The respondent was present at the hearing. All persons testifying were sworn in by the court reporter. In accordance with Board confidentiality statutes, the hearing was closed.

This hearing was recorded by a court reporter to provide a verbatim transcript should one be necessary.

MOTION: **Mrs. Catalano** moved to enter Executive Session for legal advice.
Mr. Simmons seconded the motion, which passed unanimously.

MOTION: **Mr. McLeod** moved to exit Executive Session for legal advice.
Mr. Simmons seconded the motion, which passed unanimously.

Mr. Kinney noted that no votes were taken in Executive Session.

MOTION: **Mrs. Dukes moved** to accept the Memorandum of Agreement (MOA), suspend the license for six months, and impose a fine of \$500, to be paid within 90 days of the final order. Should the licensee wish to reinstate their license, an application hearing before the Board will be required. Mr. Simmons seconded the motion, which passed unanimously.

The meeting returned to open session.

CLARB Presentation

1. **Review and Recommendation of CLARB's Uniform Standard.** Mrs. Sutherland reminded the Board that their practice act does not authorize the Board to lobby for statutory changes; their duty is to enforce the statute, as written.

Zachary Druga with the Council of Landscape Architectural Registration Boards (CLARB) and Jamie Hairfield with the SC Chapter of the American Society of Landscape Architects (SCASLA) presented the CLARB Uniform Standard to the Board.

Mrs. Hairfield advised the Board that SCASLA supports adopting the Uniform Standard for licensure to facilitate reciprocity, and proposes that adoption of the standard can increase licensing board efficiency. SCASLA is starting a multi-year path to propose a statutory change that would adopt the CLARB Uniform Standard.

2. **Review and Discussion of CLARB Bylaws.** Mrs. Sutherland stated that the information presented for the CLARB Bylaws changes are presented for review, and asked that the Board be prepared to discuss and vote on adopting these changes at the next meeting.

CLARB is proposing seven changes to their Bylaws to enhance governance effectiveness, ensure operational flexibility, and align with best practices in nonprofit governance.

- Resolution 1: Modification of Director-at-Large Terms of Service.
- Resolution 2: Refinements to Leadership Advisory Council (LAC) Eligibility and Charges.
- Resolution 3: Elimination of Regional Structure and Mandatory Regional Meetings.
- Resolution 4: Elimination of Treasurer Position, Expanding the Finance Committee, and Transitioning the Role of Secretary to the Chief Executive Officer.
- Resolution 5: Removal of Contested Elections for Officers.
- Resolution 6: General Updates and Clean-up of CLARB's Bylaws.
- Resolution 7: Reduction of Threshold for Amending Bylaws.

3. **Review and Discussion of CLARB Annual Meeting.** Mr. Rose asked that Board members who are interested in attending the CLARB Annual Meeting notify him no later than June 30, 2025, so paperwork can be submitted for Department approval in time to meet the registration deadline. He and Mrs. Sutherland will represent Board staff at the meeting.

New Business

1. **Uniform Deadline for Adopting Agenda.** Mrs. Sutherland stated that all board meeting materials must be submitted no less than two-weeks prior to a Board meeting. This deadline will assist in finalizing the agenda, and ensure staff and Board members have sufficient time to review and prepare prior to the meeting date.

Agenda Topics for Future Meetings

Mr. Simmons asked about his request to research the possibility of providing a scholarship at Clemson University for in-state students in order to help the profession grow. Mr. Rose stated that this will carry over to the next meeting.

Public Comments

There were no public comments.

Adjournment

There being no further business, the meeting adjourned at 12:31 p.m.