MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
Board Meeting – August 5, 2026 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 10:00 a.m. A quorum of the Board was present.

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
MOTION: **Mr. McLeod moved** to approve the agenda of the August 6, 2026, meeting.
Mr. Simmons seconded the motion, which passed unanimously.

Introduction of Board Members and Others
Board members participating included: Edward Kinney, PLA, Chairman; Andrew Cheatham, PLA, Vice-Chairman; J. Parks McLeod, PLA; Kenneth Simmons, Jr., PLA; Marshall Giles, PLA; Frank Barron, Public Member; and Jean Catalano, Public Member.

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

Other participants included: Katherine Boone (Creel Court Reporting).

Approval of Minutes

MOTION: **Mr. McLeod moved** to approve the minutes of the May 6, 2025, meeting.
Mrs. Catalano seconded the motion, which passed unanimously.

Board Chairman's Remarks
Mr. Kinney welcomed Mr. Giles to the Board. Mrs. Dukes was an important part of the Board and her service will be celebrated at the next meeting.

Executive Reports
Mr. Rose gave the following Executive's Report:

- The Board has 840 individual landscape architects and 255 firms actively licensed. 23 licenses have been issued since the last Board meeting.

- Marshall Giles has been appointed to the Board for a term of June 30, 2026 – June 30, 2030. He is filling Laura Dukes expired term.
- The CLARB Annual Meeting will be held on August 27-29, 2026, in Calgary, Alberta, Canada. Edward Kinney and Andrew Cheatham will represent the Board at the meeting.
- The LARE is being offered through August 12, 2026. The next administration of the exam will be November 30 – December 16, 2026. Registration opens in early October and closes on November 24.
- The next Board meeting will be November 4, 2026.
- Board meeting dates for 2027 are scheduled for: February 10, 2027; May 5, 2027; August 4, 2027; and November 3, 2027.
- License renewals will open on November 2, 2026, with a renewal deadline of January 31, 2027.

Financial Report
Mr. Rose provided information to the Board regarding the current cash balance as of May 31, 2026.

Office of Investigations and Enforcement (OIE) Report
Mr. Turkal stated that there have been 40 complaints received in OIE since January 1, 2025. There are no active cases, four cases are closed, and there are 32 "do not open" cases.

Investigative Review Conference (IRC) Report
Mr. Turkal stated that there are four cases on the Investigative Review Conference report. One is recommended for formal complaint, and three are recommended for a Letter of Caution.

MOTION: **Mr. McLeod moved** to approve the IRC recommendation.
Mrs. Catalano seconded the motion, which carried unanimously.

Office of Disciplinary Counsel (ODC) Report
Mrs. McMenamin stated that there are no cases in the Office of Disciplinary Counsel. One case has been closed since January 1, 2025.

New Business

1. **Consideration of Criteria for New Investigative Review Conference (IRC) Members.**
   Mr. Rose stated that one of the professional IRC members is retiring, so the Board will need to consider parameters for designating new professional members. Mrs. McMenamin gave a refresher on the Board Member Orientation.

MOTION: **Mr. Simmons moved** that IRC members should be actively licensed individuals, with a preference for at least five (5) years of professional service and no previous reprimands.
Mr. Cheatham seconded the motion, which carried unanimously.

2. **Discussion of Digital Certificates for Initial Licensure**
   Mr. Rose stated that the digital pocket cards that the Board previously approved will be ready for use with the upcoming renewal period. He provided a mockup of a digital certificate to send upon initial licensure. Hard copies of a formal certificate will be available upon request, at no cost.

MOTION: **Mrs. Catalano moved** to approve implementation of digital certificates for licensure. Mr. Cheatham seconded the motion, which passed unanimously.

Adjournment

Motion: **Mr. Cheatham moved** to adjourn. Mr. Simmons seconded the motion, which carried unanimously.

There being no further business, the meeting adjourned at 10:52 a.m.