

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
October 18, 2017 at 10:00 a.m.
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 204
Columbia, SC

Call to Order

Chairman McLeod called the meeting to order at 10:04 a.m.

Statement of Public Notice

Mr. McLeod stated that public notice of this meeting was properly posted at the S.C. Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, and provided to all requesting persons, organizations and news media in compliance with §30-4-80 of the South Carolina Freedom of Information Act.

Introduction of Board Members and Others

Board members present included: J. Parks McLeod, PLA, Chairman; John A. Tarkany, PLA, Vice-Chairman; Jean Catalano, Public Member; and T. Scott Bolser, Public Member.

MOTION: To excuse Laura Dukes and Edward Kinney from the meeting, due to schedule conflicts. Tarkany/Anderson/approved.

Staff members present included: Hardwick Stuart, Esq., Office of Advice Counsel; Molly Price, Administrator; and Sherri Moorner, Program Assistant.

Others present included: Aaron Scott Campbell; Charles A. Taylor, PLA; and Sonia Wallace (Creel Court Reporting).

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the July 19, 2017, meeting and the July 26, 2017, conference call meeting.

MOTION: To approve the minutes of the July 19, 2017, meeting and the July 26, 2017, conference call meeting. Tarkany/Catalano/approved.

Board Chairman's Remarks

There were no Board Chairman remarks.

Application Hearings

1. Aaron Scott Campbell appeared before the Board for an application hearing to approve his application to sit for the Landscape Architect Registration Examination. This matter was recorded by a court reporter in order to produce a verbatim transcript, if necessary.

MOTION: To enter Executive Session for legal advice. Catalano/Anderson/approved.

MOTION: To exit Executive Session. Anderson/Bolser/approved.

Mr. McLeod stated that no votes were taken during executive session.

MOTION: To approve Mr. Campbell to take the exam pending a reference from John Hiers verifying his work experience. Mr. Anderson amended the motion to add that Mr. Campbell can be approved at the staff level upon receipt of the reference. Catalano/Bolser/approved.

MOTION: To reconsider the previous motion. Tarkany/Anderson/approved.

MOTION: To approve Mr. Campbell to take the LARE. Catalano/Anderson/approved.

2. Charles A. Taylor appeared before the Board for an application hearing to approve his application for reciprocity licensure. This matter was recorded by a court reporter in order to produce a verbatim transcript, if necessary.

MOTION: To enter Executive Session for legal advice. Tarkany/Anderson/approved.

MOTION: To exit Executive Session. Tarkany/Bolser/approved.

Mr. McLeod stated that no votes were taken during executive session.

MOTION: To accept Mr. Taylor's application for reciprocity. Anderson/Tarkany/approved.

Board Member Reports

1. **Update from CLARB Annual Meeting.** The CLARB Annual Meeting was held September 14-16, 2017, in Boise, Idaho. Mr. Kinney, Mr. Tarkany, and Mrs. Price attended the meeting. Mr. Tarkany and Mrs. Price gave the following report:

Mrs. Price said over 100 people were in attendance, with most states and provinces represented. The most controversial topic was proposed changes to the bylaws regarding CLARB Governance. CLARB proposes to eliminate the regional directors who are elected by the membership, and replace them with eight "Directors at Large," who are appointed by the leadership advisory committee. The purpose of this change is to allow for growth and flexibility, create space for desired competencies, and provide greater role clarity. They plan to propose this for a vote at the annual meeting in 2018.

Mr. Tarkany said the new process takes the leadership decisions from the membership, and places it in the hands of the nomination committee. The new model of leadership has some merits; however, he feels that the membership should retain the major voice in elections. He proposed asking CLARB for the comments submitted at the annual meeting and requesting a timeline for the proposed changes. Mrs. Price said she would contact Veronica Meadows to request this information for discussion at the February 7, 2018, Board meeting.

Mr. Tarkany and Mr. Kinney also gave a presentation on the friction analysis, which was well received by the membership. Mrs. Price said there was robust discussion about the issues boards face in the current climate of regulatory review, and how such an analysis could help them function better and prepare for the future.

Staff Reports

1. **Administrator's Report.** Mrs. Price gave the Administrator's Report
 - The Board has 630 individual landscape architects, 175 firms, and 35 exam candidates actively licensed. A list of staff level licenses issued since July 17, 2017, is included in the meeting handouts.
 - The Board had a cash balance of \$191,835.80, as of September 30, 2017.
 - Sherri is working on a newsletter to post on the website in January or February 2018.
 - The next Board meeting is scheduled for February 7, 2018.
 - The Board group recently added the SC Liquefied Petroleum Gas Board. Mrs. Price and Mrs. Moorer will assist with the functions of this Board. This makes the staff responsible for administrative functions with six boards.
 - Information on personalized license tags will be sent by DMV in late November or early December. There's usually a short response time allowed on this, so consider whether you'd like to get a personalized license tag for your car. Sherri will forward the information to Board members as soon as it's available.
 - The Statement of Economic Interest will need to be filed by noon on March 30, 2018. Sherri will forward Information on this filing in January 2018.
 - There are no cases in the Office of Disciplinary Counsel.
 - The next CLARB In-The-Know webinar is scheduled for November 8, 2017. Mrs. Moorer forwarded the initial notice to Board members on October 17, 2017, and will continue to forward notices as they become available.
2. **Office of Investigations and Enforcement Report.** Mrs. Price said there have been three "Do Not Open" cases and one case pending Board action since January 1, 2017.
3. **Investigative Review Committee Report.**

MOTION: To reject the October 11, 2017 Investigative Review Committee Report as presented because it lacks sufficient information, and continue at the next Board meeting.
Anderson/Catalano/approved

New Business

1. **Review of Pre-Approval of Exam Candidates.**

MOTION: To move item 10a to the next Board meeting. Anderson/Catalano/approved.

2. Review of Additional Board Guidance to Increase Staff-Level Approval.

MOTION: For staff to provide a review of approved application hearings over the past five years to determine if the Board can establish additional parameters for staff level approval.
McLeod/Tarkany/approved.

3. Review of Alabama Board Pamphlet. Mrs. Price showed the Board a pamphlet from the Alabama Board of Landscape Architectural Examiners, which gives information on the purpose of the Board, the requirements for licensure, and examples of the services that landscape architects provide to the public. She would like for the Board to develop a similar pamphlet, and to post some information from it on the website. The Board agreed that it would be helpful to give the public and other professionals they work with this basic information to provide greater clarity on the Board and how landscape architects serve the public. They asked staff to extract the information they'd like to use for Board purposes for review at the February 7, 2018, meeting. Mr. Stuart suggested requesting a CLARB eblast to see if any other state Boards have templates to provide for consideration.

Public Comments

There were no public comments.

Notice of Next Meeting

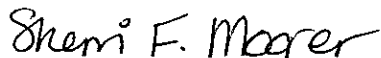
Mr. McLeod said the next meeting of the SC Board of Landscape Architectural Examiners will be held on February 7, 2017, at 10 a.m.

There being no further business:

MOTION: To adjourn. McLeod/Anderson/approved.

The meeting adjourned at 12:09 p.m.

Respectfully Submitted,



Sherri F. Moorer, Program Assistant