

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
10:00 a.m., May 20, 2015
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 202-02
Columbia, SC

Call to Order

Chairman McLeod called the meeting to order at 10:05 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 §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; Laura G. Dukes, PLA; Barrett Anderson, PLA; Jean Catalano, Public Member; and T. Scott Bolser, Public Member.

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

Others present included: C. Cliff Rollins, Esq.; Glenn Birx; Jonathan Ceci, PLA; Heather Mitchell; Heyward Townsend; Russell Smoak; and Jennifer Cash (Creel Court Reporting).

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the February 4, 2015, meeting. There were none.

MOTION: To approve the minutes of the February 4, 2015, meeting. Anderson/Catalano/approved.

Staff Reports

1. Mrs. Price said the Board currently has 577 individual landscape architects, 155 firms, and 29 exam candidates actively licensed. A list of staff level licenses issued since February 2, 2015, is included in the meeting handouts.

License renewals closed on March 31, 2015. Individuals that did not renew may reinstate through January 31, 2017. After that date, they must reapply for licensure. Certificates of Authorization cannot be reinstated.

Continuing education audit memos and forms were mailed to 28 individuals on April 27, 2015. The audit form is also posted on the Board website as an Adobe fillable-format form. The deadline for responses is June 1, 2015. The Board will review documentation submitted for the audits at the July 22, 2015, meeting.

The cash balance report for April 2015 reflected a balance of \$302, 194.49.

The CLARB Annual Meeting will be held at the Loews New Orleans hotel in New Orleans, Louisiana, on September 17-19, 2015. Registration is open, however, staff and Board member must wait until the start of the new fiscal year on July 1 to register. The Board needs to designate a member to attend the meeting, which is a later agenda item.

Mrs. Price said she and Mrs. Moorer are working with legal and IT staff to update the applications and forms in an Adobe fillable-format form. The new applications will be sent to the Board for review before they are posted for use, and a newsletter will be released when the applications are complete. Once the application update is complete, the applications will transition to allow applicants to apply online.

Mrs. Moorer said that Chris Thompson has moved to Florida. His term on the Board expires on June 30, 2015. She asked him to notify the Governor's office of his relocation so a replacement member can be appointed to the Board.

The next Board meeting is July 22, 2015. The Board will review continuing education audits at that meeting.

2. Mrs. Price said there are no cases in the Office of Investigations and Enforcement.
3. Mrs. Price said there is no Investigative Review Committee Report.
4. Mrs. Price said there are no cases in the Office of Disciplinary Counsel.

Application Hearings

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

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

Mr. McLeod said no votes were taken during executive session.

1. C. Cliff Rollins, Esq., Glenn Bix, and Jonathon Ceci appeared before the Board for an application hearing to approve a Certificate of Authorization for Ayers Saint Gross, Inc. Mr. Anderson recused himself from the hearing. This matter was recorded by a court reporter in order to produce a verbatim transcript, should one be necessary.

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

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

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

MOTION: To grant conditional approval of the Certificate of Authorization presented if they submit appropriate amended documentation showing Mr. Ceci as an officer of the firm. Dukes/Catalano/approved.

2. Thomas Heyward Townsend appeared before the Board for an application hearing to approve reinstatement of his license. Mr. Tarkany recused himself from the hearing. This matter was recorded by a court reporter in order to produce a verbatim transcript, should one be necessary.

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

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

Mr. McLeod said no votes were taken during executive session.

MOTION: To issue a non-disciplinary Letter of Caution and reinstate the license. Anderson/Catalano/approved.

3. Russell Smoak appeared before the Board for an application hearing to approve his application for licensure by reciprocity. Mr. McLeod and Mr. Anderson recused themselves from the hearing. Mr. Tarkany conducted the hearing. The matter was recorded by a court reporter in order to produce a verbatim transcript, should one be necessary.

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

MOTION: To exit Executive Session. Catalano/Dukes/approved.

Mr. Tarkany said no votes were taken during Executive Session.

MOTION: To grant Mr. Smoak licensure through reciprocity based on the SC Code of Laws, Section 40-28-30(3), as Iowa requirements are substantially equivalent to those in South Carolina. Dukes/Catalano/approved.

New Business

1. Mrs. Moorer said the CLARB exam eligibility standard was recently updated and approved by the Board of Directors. The new standard requires that candidates either have an accredited landscape architecture degree or get approval from their Board before beginning the exam. No changes to our pre-approval process will be necessary for this change. The standard begins with the December 2015 exam administration.
2. Mrs. Price said the Board needs to designate a member to attend the CLARB Annual Meeting. John Tarkany and Jean Catalano will attend as Member Board Members. Mrs. Price and Mrs. Moorer will attend as Member Board Executives.

Notice of Next Meeting

The next meeting of the SC Board of Landscape Architectural Examiners will be held on Wednesday, July 22, 2015, at 10 a.m. at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Room 108, Columbia, SC.

There being no further business:

MOTION: To adjourn. Gaynor/Tarkany/approved.

The meeting adjourned at 12:14 p.m.

Respectfully Submitted,

Sherri F. Moorer

Sherri F. Moorer, Program Assistant