

**MINUTES**  
**SC Board of Landscape Architectural Examiners**  
**Board Meeting**  
**10:00 a.m., October 23, 2013**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Room 204**  
**Columbia, SC**

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**Call to Order**

Chairman McLeod called the meeting to order at 10:11 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; and Laura G. Dukes, PLA.

Christopher Thompson was not present due to illness.

Barret Anderson was not present.

Staff members present included: Lenora Addison-Miles, Administrator; Sherri F. Moorer, Program Assistant; Britton Jenkins, Program Assistant; Mary S. League, Esq., Office of Advice Counsel; Erin Baldwin, Esq., Office of General Counsel; Sharon Wolfe, Chief Investigator, Office of Investigations and Enforcement; and Sharon Cooke, Investigator, Office of Investigations and Enforcement.

Others present included: Sara Quattlebaum, Creel Court Reporting

**Approval of Minutes**

Mr. McLeod asked for proposed changes to the minutes of the July 17, 2013, meeting. There were none.

**MOTION:** To approve the minutes of the July 17, 2013, meeting. Dukes/Tarkany/approved.

**Approval of Agenda**

Mr. McLeod asked for proposed changes to the agenda for the October 23, 2013, meeting. There were none.

**Board Member Reports**

1. Mr. Tarkany gave a report from the CLARB Fall Meeting, which was held in Minneapolis, Minnesota on September 26-28, 2013. CLARB is experimenting with cutting the spring meeting and putting their resources toward an expanded annual meeting in the fall. They are looking for more opportunities to engage the membership throughout the year with conference calls and online interaction. CLARB encouraged Boards to engage in strategic planning at each Board

meeting. They will present topics for Board discussions including building leadership, spreading the welfare initiative, professional ethics, and globalization of the profession. The new Region 3 Director is Stan Williams from North Carolina. Mr. Tarkany did not win the election for CLARB Treasurer, so he will not hold an office with CLARB in 2014. The next meeting will be in Reston, Virginia in September 2014.

### **Staff Reports**

1. Mrs. Moorer reported that there are currently 18 active exam candidates, 153 active Certificates of Authorization, and 576 individuals licensed through the Board of Landscape Architectural Examiners. A list of individuals licensed between July 18, 2013 – October 22, 2013 and financial reports for June – September 2013 were posted in the meeting packets. The Board had a cash balance of \$270,509.95 as of September 30, 2013.
2. Ms. Wolfe reported four cases pending Board action in the Office of Investigations and Enforcement. There are no active cases at this time, and they have closed one case.
3. Ms. Wolfe presented the Investigative Review Committee Report.

**MOTION:** To accept the October 10, 2013, IRC Report. Dukes/Tarkany/approve.

4. Mrs. Baldwin told the Board there is one pending case in the Office of General Counsel. She asked the Board for reviewers to serve as an expert witness on this case.

### **New Business**

1. Mrs. Baldwin talked to the Board about establishing Disciplinary Parameters for the Investigative Review Committee to issue Consent Agreements for minor offenses.

**MOTION:** For the Investigative Review Committee to present parameters for review at the next Board meeting. Tarkany/Dukes/approve.

**MOTION:** To assign an expert reviewer to assist the Investigative Review committee and to compensate on an hourly basis of \$100 per hour; not to exceed \$5,000. Dukes/Tarkany/approve.

**MOTION:** To contact Kenneth Simmons and Truitt Rabun as tentative expert reviewers to assist the Investigative Review Committee. Dukes/Tarkany/approved.

2. Mrs. Moorer told the Board they need to elect officers for the 2014 calendar year.

**MOTION:** To continue with presently elected officers until December 31, 2014. Dukes/Tarkany/approve.

**Notice of Next Meeting**

The next meeting of the SC Board of Landscape Architectural Examiners will be held on Wednesday, February 19, 2014, at 10 a.m. at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Room 204, Columbia, SC.

There being no further business:

**MOTION:** To adjourn. Dukes/Tarkany/approve.

The meeting adjourned at 11:23 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sherri F. Moorer".

Sherri F. Moorer, Program Assistant