

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
10:00 a.m., October 15, 2014
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 204
Columbia, SC

Call to Order

Chairman McLeod called the meeting to order at 10:03 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; Christopher S. Thompson, PLA; and Jean Catalano.

Staff members present included: Lenora Addison-Miles, Administrator; Sherri F. Moorner, Program Assistant; Donnell Jennings, Esq., Office of Advice Counsel; and Megan Flannery, Office of General Counsel.

Others present included: Stephanie Nickell Holland and Jennifer Cash (Creel Court Reporting).

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the July 16, 2014, meeting. There were none.

MOTION: To approve the minutes of the July 16, 2014, meeting. Tarkany/Thompson/approved.

Approval of Agenda

Mr. McLeod asked for proposed changes to the agenda for the October 15, 2014, meeting. There were none.

MOTION: To approve the agenda of the October 15, 2014, meeting. Catalano/Tarkany/approved.

Staff Reports

1. Mrs. Miles said there are three cases in the Office of Investigations and Enforcement. One case is an active investigation, and two cases are "do not open."
2. Mrs. Miles said the Investigative Review Committee report was included in the meeting packets.

MOTION: To approve the September 11, 2014, Investigative Review Committee Report. Thompson/Tarkany/approved.

3. Mrs. Moorner said there is one case in the Office of General Counsel. That is the case that the Board approved on the September 11, 2014, Investigative Review Committee Report.

4. Mrs. Addison-Miles said licensure statistics and financial information was provided in the meeting packets. There are currently 26 active exam candidates, 164 active Certificates of Authorization, and 613 individuals licensed through the Board of Landscape Architectural Examiners. A list of individuals licensed July 14, 2014 – October 10, 2014, were included in the meeting packets. The Board had a cash balance of \$187,419.73 as of September 30, 2014. Mrs. Moorner said that license renewals for individuals and Certificates of Authorization will open on November 3, 2014.

Application Hearing

1. Stephanie Nickell Holland appeared before the Board for an application hearing to approve her experience to sit for the Landscape Architect Registration Examination (LARE) in South Carolina. This matter was recorded by a court reporter in order to produce a verbatim transcript, should one be necessary.

MOTION: To allow Ms. Holland to take the Landscape Architect Registration Examination (LARE) and accept her experience as meeting the criteria in the law. Tarkany/Dukes/approved.

Unfinished Business

1. Mrs. Dukes distributed a copy of a form she developed to assist with documentation for continuing education audits. The Board reviewed the form and would like to add an affidavit and post it on the website as an Adobe Acrobat file. Mrs. Moorner asked Mrs. Dukes to email her the form so it can be sent to the IT staff for conversion and posting on the website.

Mr. Jennings distributed a copy of the Basic Guideline for Continuing Education audits from the Office of Advice Counsel. The Board discussed the guidelines and administrative suspensions for non-compliance with continuing education audits.

MOTION: To accept the guidelines as information and send comments and feedback to Mr. Jennings for discussion at the next Board meeting. Tarkany/Thompson/approved.

New Business

1. Mrs. Moorner gave a report from the CLARB Annual Meeting, held in Reston, Virginia, on September 24-26, 2014:

MBE Training – Public Relations

Training on creating a strong, positive public image and sound leadership principles to drive effective communication with constituents and policy makers and create more relevant boards for the future.

MBE Exchange

Discussion on streamlining the licensure process, effective practices to help Boards meet goals, and emerging trends such as background checks, new military exemptions, and an increase in international

applicants. Also discussed solutions for staffing and performance issues to help Board function more effectively with limited budgets and staff.

Visit to CLARB Headquarters

CLARB staff introductions. Overview of how council records are compiled, the paths to CLARB Certification, online resources for Boards, and the candidate experience for the LARE. CLARB will redesign their website in 2015. They are also considering a change to the education requirement that will require candidates to have an accredited degree for the CLARB record.

Mega Issue Discussion – “What Impacts will Changing Demographics have on the future of licensure and how can CLARB embrace these changes to ensure future regulatory relevance?”

Discussed projected demographics over the next 40 years and discussed how to bridge the gap between the Baby Boomers and Generation Y to ensure that the profession remains relevant. Issues of concern are the rising cost of education and how to impress on future generations the importance of the profession of landscape architecture. Key questions were how can education programs remain relevant and communicate to a multicultural student base, and how technology can be used to promote the profession.

Government Assessment Recommendations

Discussed several potential changes to CLARB’s governance structure. Main recommendations are making the MBE observer on the executive committee a voting member and eliminating the alternate regional directors.

Understanding the Candidate Pipeline

Discussed emerging trends in the LARE. Discussed the information CLARB collects from candidates to understand education types, test taker patterns, and candidate success rates. Candidates are generally taking one section at a time and are reporting a more positive experience with taking the exam.

The Model Board

The MBE committee is working on a definition of a “Model Board.” The purpose is to define a Board that promotes regulatory credibility, relevancy, and leadership. The goal is to design a “model board” that thinks and acts strategically and is operationally efficient and effective.

Regional Meetings

Discussed how board vacancies are filled and how many board have public members. Also discussed training of Board members and resources available to help them perform their duties better. We also discussed defending regulation. We now have licensure in all 50 states, and now the challenge is keeping it and standing up to “sunset reviews.” Suggested emphasizing the economic impact of the profession on states.

Election Results:

Jerany Jackson, President
Randy Weatherly, President-Elect
Chris Hoffman, Vice-President
Vaughn Rinner, Secretary

Mrs. Moorer was appointed to the CLARB Member Board Executive Committee. Her term is October 1, 2014 – September 30, 2016.

The next CLARB Annual Meeting will be held in New Orleans, Louisiana, on September 16-19, 2015.

2. Mr. McLeod welcomed Ms. Catalano to the Board.

3. The Board scheduled 2015 meeting dates as follows:
 - February 4, 2015 – Room 204
 - May 20, 2015 – Room 202-02
 - July 22, 2015 – Room 108
 - October 14, 2014 – Room 105

MOTION: To accept the proposed 2015 meeting dates. Dukes/Tarkany/approved.

Meetings will be held at the SC Department of Labor, Licensing, and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Columbia, SC, in the conference rooms indicated, and will begin at 10 a.m.

Notice of Next Meeting


The next meeting of the SC Board of Landscape Architectural Examiners will be held on Wednesday, February 4, 2015, 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. Tarkany/Catalano/approve.

The meeting adjourned at 11:11 a.m.

Respectfully Submitted,



Sherri F. Moorer, Program Assistant