

MISSISSIPPI LANDSCAPE ARCHITECTURE ADVISORY COMMITTEE
Minutes of a Regular Meeting
August 13, 2019, 10:00 AM
Ridgeland, Mississippi

Members Present: Gary Haygood, Chris Hoffman, Alan Hoops, Jim Jackson, and Jon Milstead

Also Present: John Cothron, Jimmy Sullivan, Ellie Word

Guest: Stan Williams, CLARB President-Elect (by teleconference for a portion of the meeting)

With a quorum present, Mr. Jackson called the meeting to order.

Agenda Item	Explanation	Actions Taken/Planned
1. New Members	New members were recognized, and Mr. Milstead took the oath of office. Mr. Cothron noted that Mr. Haygood and Mr. Hoops had already submitted the oath of office.	
Mr. Hoffman arrived at 10:04 a.m.		
2. Minutes		Motion was made by Mr. Hoffman and seconded by Mr. Milstead to approve the minutes from the April 2019 meeting as presented. The motion passed unanimously.
3. Officer Elections	Mr. Jackson called for nominations for the office of Chair, which was previously held by former member Temple Barry.	Motion was made by Mr. Hoops and seconded by Mr. Haygood to elect Mr. Hoffman as Chair. The motion passed unanimously, at which point Mr. Hoffman assumed the role of Chair. It was noted that Mr. Jackson will continue to serve as Secretary.
4. Approval of Certificates	Approve certificates issued since the April 2019 meeting.	Motion was made by Mr. Milstead and seconded by Mr. Hoops to approve certificates issued since the April 2019 meeting (attached). The motion passed unanimously.
5. CLARB Update	Stan Williams joined by teleconference and reviewed proposed governance changes, addressed questions, and prepared members for the CLARB Annual Meeting.	
6. CLARB Bylaws Resolutions	Members discussed the following bylaws resolutions to be voted on at the CLARB Annual Meeting: <ul style="list-style-type: none"> Resolution #1—General Updates, Voting & Meetings, Leadership Advisory Council and Board of Directors' Structure and Process (submitted by the CLARB Board of Directors) 	<p>Motion was made by Mr. Hoops and seconded by Mr. Milstead to vote in favor of Resolution #1. The motion passed 4-1, with Mr. Jackson voting against the motion.</p> <p>Motion was made by Mr. Milstead and seconded by Mr. Haygood to vote in favor of Resolution #2 (submitted by the CLARB Board of Directors), and to vote against the</p>

	<ul style="list-style-type: none"> • Resolution #2—Eligibility Requirements to Serve on the Board of Directors (submitted by the CLARB Board of Directors) • Amendment to Resolution #2 (submitted by the Indiana Board) • Resolution #3—Organizational Structure of Regional Meetings (submitted by the Indiana Board) 	<p>Indiana amendment to Resolution #2. The motion passed unanimously.</p> <p>Motion was made by Mr. Hoops and seconded by Mr. Haygood to vote in favor of Resolution #3. The motion passed unanimously.</p>
7. CLARB Elections		<p>Motion was made by Mr. Jackson and seconded by Mr. Milstead to vote for Cary Baird for the office of President-Elect. The motion passed unanimously.</p> <p>Motion was made by Mr. Milstead and seconded by Mr. Hoops to vote for Chuck Smith for the office of Vice President. The motion passed unanimously.</p> <p>Motion was made by Mr. Milstead and seconded by Mr. Hoops to vote in support of the other unopposed candidates (Allison Fleury, Chad Danos, Deb Peters, and Lea Ann Macknally). The motion passed unanimously.</p> <p>Motion was made by Mr. Milstead and seconded by Mr. Haygood to designate Mr. Hoffman to vote on behalf of the Committee at the 2019 CLARB Annual Meeting. The motion passed unanimously.</p>
8. Complaint #2019-1	Mr. Cothron and Mr. Sullivan provided an update on the investigation of the complaint.	<p>Motion was made by Mr. Milstead and seconded by Mr. Jackson to remand the complaint to the file. Following discussion, the motion was withdrawn.</p> <p>Motion was made by Mr. Haygood and seconded by Mr. Milstead to send a letter of education to the respondents regarding the unlicensed practice of landscape architecture. The motion passed unanimously.</p>

9. Complaint #2019-2	Mr. Cothron and Mr. Sullivan reported on the investigation of the complaint.	Motion was made by Mr. Milstead and seconded by Mr. Haygood for Ms. Word to issue a letter cautioning the respondent regarding the unlicensed practice of landscape architecture and requesting assurance that the respondent will consult with a licensed design professional for similar projects in the future. The motion passed 4-0. Mr. Hoops recused himself.
10. Complaint #2019-6	Mr. Cothron reported on the status of the complaint, which concerns use of the term "landscape architecture" on social media.	Motion was made by Mr. Milstead and seconded by Mr. Haygood for Ms. Word to issue a letter cautioning the respondent that use of the term "landscape architecture" in conjunction with other titles is potentially misleading to the public and requesting assurance that the respondent will either discontinue such use or utilize a disclaimer noting that the respondent is not a licensed landscape architect in Mississippi. The motion passed 4-0. Mr. Hoops recused himself.
11. Application Reviews	Members reviewed applications from Marcus Gatlin and Ben DeBellis.	<p>Motion was made by Mr. Milstead and seconded by Mr. Jackson to approve Mr. Gatlin's application for licensure, but to inform him in the letter of approval of the Committee's concerns that he may have practiced landscape architecture prior to licensure. The motion passed unanimously. Mr. Cothron was asked to distribute the approval letter to the Committee members for review prior to issuance.</p> <p>Motion was made by Mr. Jackson and seconded by Mr. Milstead to approve Mr. DeBellis's application. The motion passed unanimously.</p>
12. Proposed Law and Rule Changes		Discussion of proposed law and rule changes to comply with the "Fresh Start Act" was deferred until the October meeting.
13. Priorities Discussion	Mr. Hoffman reviewed priorities identified by the Committee in 2018.	

14. Application Review Process	Members discussed the application review process and whether to allow administrative approval of applications.	Motion was made by Mr. Jackson and seconded by Mr. Milstead to designate Mr. Hoops to review applications before they are sent to other Committee members for review. The motion passed unanimously.
15. Meeting Schedule	The next meeting is scheduled for October 15, 2019.	
16. Open Discussion	Mr. Hoops noted that changes he had requested to the Alliance for Responsible Professional Licensing (ARPL) website had been made.	

There being no further business, the meeting adjourned with unanimous consent at 1:00 p.m.

10/22/19

Date Approved by MSBOA


Chris Hoffman, Chair, LAAC


Jim Jackson, Secretary, LAAC


Prepared by John Cothron, Executive Director, on 8/19/19

Landscape Architect Certificates Issued for Approval

Lic Number	Name	License Date	Method
702	Brian Collins Howell	6/10/2019	EXAM
701	William Richard Martin III	4/30/2019	EXAM
703	Matthew Thornton	7/11/2019	RECIPROCITY