

BOARD OF LANDSCAPE ARCHITECTURAL EXAMINERS

SC Department of Labor, Licensing and Regulation

FALL 2019

2020 Board Meeting Dates

All meetings are held at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Columbia, SC, and begin at 10 a.m.

February 12, 2020 (Room 204) August 5, 2020 (Room 204)

May 6, 2020 (Room 202-02) November 4, 2020 (Room 202-02)

In This Issue

Proposed Regulation Changes	2
CE Broker	2
Board Member Election	3
New Board Administrator	3
LARE	4
New Website	4
Licensure Statistics	4
Serving on Board	5
Complaints	5
Online Services	5

Contact Info

SC Department of Labor,
Licensing and Regulation

Physical Address:
Kingstree Building
110 Centerview Drive
Columbia, SC 29210

Mailing Address:
PO Box 11419
Columbia, SC 29211-1419

(803) 896-4580
(803) 896-9651 (Fax)

Email: Contact.LSA@llr.sc.gov

Web: www.llr.sc.gov/land

Twitter: @SCDLLR

Office Hours & State Holidays

The Board office is open 8:30 a.m. – 5 p.m., Monday – Friday, except on the following State Holidays:

- December 24-26, 2019, for Christmas holidays
- January 1, 2020, for New Year's Day
- January 20, 2020, for Martin Luther King, Jr., Day
- February 17, 2020, for President's Day
- May 11, 2020, for Confederate Memorial Day
- May 25, 2020, for Memorial Day
- July 3, 2020, for Independence Day
- September 7, 2020, for Labor Day
- November 11, 2020, for Veterans Day
- November 26-27, 2020, for Thanksgiving Day

Board Members

J. Parks McLeod, PLA
Chairman

Edward A. Kinney, PLA
Vice Chairman

Barret D. Anderson, PLA

Laura G. Dukes, PLA

John A. Tarkany, PLA

Jean F. Catalano,
Public Member

Board Staff

Pam Dunkin,
Administrator

Hardwick Stuart,
Advice Council

Johnnie Rose, Program
Coordinator

[Sherri Moorer, Program
Assistant](#)

Proposed Regulation Changes to Continuing Education

The Board of Landscape Architectural Examiners is proposing changes to the SC Code of Regulations, Chapter 76-6, regarding continuing education. The intent of the regulation change is to clarify requirements for the required 20 hours for each license renewal. The proposed changes were published in the State Register on August 23, 2019, and can be viewed at https://www.scstatehouse.gov/state_register.php (Document 4891).

The main change to the requirement is that it establishes two categories of continuing education:

Category 1 – A minimum of fifteen (15) hours of the required twenty (20) hours shall be earned by completing educational activities that directly address health, safety, and welfare. Health/Safety/Welfare (HSW) educational topic should address the performance of landscape architecture as defined in S.C. Code Section 40-28-20(6). This includes structured educational activities such as technical presentations, workshops, or seminars on landscape architectural subjects which are provided by independent sponsors or held in conjunction with colleges, universities, conventions, or seminars. Activities sponsored or approved by ASLA, CLARB, and LACES will remain automatically approved in this category.

Category 2 – A maximum of five (5) hours of the required twenty (20) hours may be completed in practice-related topics that enhance and expand the skills, knowledge, and abilities of practicing landscape architects to remain current and render competent professional service to clients and the public. This includes activities such as public service, authoring papers, articles, or books, individuated seminars, tutorials, or video courses, or teaching landscape architectural courses or seminars. Licensees are not required to obtain continuing education in this category, however, note that there is a limit that a maximum of five (5) of the twenty (20) hours can be applied from this category.

Another change is that the period of time to make up disallowed hours is being changed from one hundred eighty (180) days to forty-five (45) days.

The other requirements remain the same, with only minor changes to clarify verbiage in the regulations.

Questions regarding the proposed regulation changes can be addressed to the Board staff at (803)896-4580 or at Contact.LSA@lra.sc.gov

Board Transitions to CE Broker for Continuing Education Audits

Continuing education audits are being conducted online through CE Broker, a tracking tool used by various states and boards throughout the nation. The 2019 audits were conducted using this system, which is simple and paperless. Licensees are encouraged to set up their free account through CE Broker in preparation for the 2021 license renewal period. To establish an account, follow these steps:

Go to <https://cebroker.com/> .

Click "Sign In."

Click "Sign Up" (beside the text that reads "Not a member yet?").

Click your choice of plan. You are only required to have a basic plan for audits with the Board.

Once the account is set up, licensees can enter their official continuing education documentation as they receive it from attended events.

Questions regarding accounts and submittals can be directed to CE Broker at 1-877-434-6323.

Board Member Edward Kinney Elected to CLARB Committee on Nominations

Edward Kinney has been elected to the Council of Landscape Architectural Registration Boards' (CLARB's) Committee on Nominations for a two-year term through September 30, 2020.

The CLARB Committee on Nominations is responsible for identifying and vetting candidates for CLARB leadership to ensure the organization has the most effective, qualified individuals to lead the Council organizational goals. The committee also is responsible for identifying opportunities to improve and enhance our nominations and elections processes and procedures, and encouraging participation of all members in the elections process.

Kinney has previous volunteer experience related to landscape architecture and regulation through his service with the South Carolina chapter of the American Society of Landscape Architects (ASLA), as a member of Clemson University's Professional Advisory Board within the Department of Landscape Architecture, and as chair of Greenville Bikeville.

Kinney is a Senior Landscape Architect for the city of Greenville. He earned his Master of Landscape Architecture from the University of Colorado.

About CLARB

Since 1970, CLARB has been dedicated to ensuring that all individuals who affect the natural and built environment through the practice of landscape architecture are sufficiently qualified to do so. CLARB works to protect the public's health, safety and welfare by establishing and promoting professional licensure standards for education, experience and examination required for the profession of landscape architecture. CLARB's members include the licensure boards that regulate the profession of landscape architecture in the United States; District of Columbia; Puerto Rico; and the Canadian provinces of Alberta, British Columbia and Ontario.

Reprinted with permission from CLARB.



Welcome New Board Administrator Pam Dunkin



The Board welcomes Pam Dunkin, who became administrator of the SC Board of Landscape Architectural Examiners effective September 2, 2019. Dunkin has been with the SC Department of Labor, Licensing, and Regulation for more than 20 years, and has worked directly with many Boards throughout the Agency. Her most recent position was as the supervisor of the Agency Operational Management Office.

Dunkin also serves as the Administrator to the Environmental Certification Board, Board of Registration for Foresters, Board of Registration for Geologists, and the Soil Classifiers Advisory Council. She lives in Lugoff with her husband, Malcolm. She has two daughters and two granddaughters.

The Board looks forward to Dunkin's many years of service and support to the profession.

Licensure Statistics as of December 10, 2019

Individual landscape
architects: 648

Certificates of
Authorization (firms): 175

Landscape Architect Registration Exam (LARE)

The CLARB – Landscape Architect Registration Examination (LARE) is offered three (3) times a year, over a two-week period in April, August, and December. The SC Board of Landscape Architectural Examiners no longer pre-approves candidates for the exam; however, candidates are encouraged to consider the following when planning to register for the exam:

Candidates registering for the LARE will be required to establish a CLARB Council Record prior to registering for the exam. The Council Record is a record of the candidate's education and experience. It usually takes 30-45 days to complete a record. **Please note:** CLARB requires three (3) professional references, but the Board will require five (5) professional references for licensure. Candidates can either put all five (5) references on the Council Record when establishing it for the exam, or submit the additional two (2) references directly to the Board upon passing all sections of the LARE.

Candidates should request that CLARB transmit their Council Record to the SC Board of Landscape Architectural Examiners upon passing all sections of the LARE. Board staff will contact the candidate with information to complete their licensure application upon review of the Council Record. Keeping the Council record up to date will expedite the transmittal process once all sections of the exam are complete.

New SC LLR and Board Website Now Live

If you have not visited the Board website lately, we encourage you to do so, as the pages have been redesigned. The changes are not only aesthetic. Navigation, links to pages, and documents are also different.

The goal of the redesign is to provide a more user-friendly experience for licensees, applicants, and members of the public. Please note that due to web address changes, your prior bookmarks or links directly to the Board of Landscape Architectural Examiners will redirect you to the main LLR site.

The LLR website can be reached at <http://llr.sc.gov> . To get to the Board of Landscape Architectural Examiners, click "Professions + Occupations" at the top of the page and select "Landscape Architectural Examiners" from the list of licensing programs. To navigate directly to the Board of Landscape Architectural Examiners page, you may go to <http://llr.sc.gov/land>

Please familiarize yourself with the website and feel free to provide any feedback to Contactllr@llr.sc.gov .



Online Services

LLR offers many online services. You can check the status of your application, change your address, and print pocket cards. To access online services, you will need your user identification and password for your online renewal. Online services are available at <https://llr.sc.gov/> under "Licensing + Services."

We Want to Hear From You

We hope the information in this newsletter is beneficial to you as a licensed landscape architect, exam candidate, or firm in the State of South Carolina. We welcome you to share this newsletter and the Board's website with anybody that has an interest in landscape architecture in South Carolina. If you have questions for the Board or suggestions for a future newsletter, please submit information to Contact.LSA@llr.sc.gov.

Filing Complaints

Licenses perform valuable work for the public as licensed landscape architects in the State of South Carolina. The majority of licensed professionals are competent, skilled practitioners, and you are a witness to their good work. In the course of your work in this state, you may also witness work or processes that don't meet the requirements licensees must uphold, or find work performed by unlicensed individuals.

Licenses play an important role in safeguarding the public, and the Board relies on you to advise us when you encounter unprofessional, unethical, or unlicensed activities. Licensees have an ethical obligation under the SC Code of Regulations, Chapter 76-9(8) which states that "if the landscape architect has knowledge or reason to believe that another person or firm may be in violation of any of these provisions, he/she shall present such information to the Department in writing, and shall cooperate with the Department in furnishing such further information or assistance as may be required." Furthermore, SC Code of Laws, Chapter 40-28-190, ensures that "an investigation and proceeding conducted under this chapter is confidential and all communications are privileged." The Board encourages you to file a complaint with the Board if you witness a possible violation. The Board can accept anonymous complaints and pursue them if the related information or documentation is publicly available, if you do not wish to be the formal complainant.

The public relies on you to file a complaint if you suspect violations of Board statutes or regulations. It is not taken lightly, and will be investigated in a timely manner. Complaints must be filed through the online complaint form. Instructions on filing complaints are available at <https://llr.sc.gov/fileacomplaint.aspx>

Are You Interested in Serving on the Board?

Professional members of the Board must be licensed in the State of South Carolina for a period of at least five years, in positions of responsible charge for a period of at least three years, and reside in the State of South Carolina. Public members may not be engaged in the practice of landscape architecture, have no financial interest in the profession of landscape architecture, and have no immediate family member in the profession of landscape architecture. Interested individuals should send a cover letter (addressed to Governor McMaster) and resume to Kristy Quattrone at kquattrone@governor.sc.gov.

Submittal information:

Governor Henry McMaster
Office of the Governor
1205 Pendleton Street
Columbia, SC 29201
FAX: (803)734-5167