



NOTICE OF MEETING
Landscape Architects Technical Committee

LATC MEMBERS

Jon S. Wreschinsky, Chair
Pamela S. Brief, Vice Chair
Andrew C. N. Bowden
Susan M. Landry
Patricia M. Trauth

November 4, 2022

University of California, Davis

142 Hunt Hall

One Shields Avenue

Davis, CA 95616

***Action may be
taken on any
item listed on
the agenda.***

The Landscape Architects Technical Committee (LATC or Committee) will hold a meeting as noted above.

AGENDA

10:30 a.m. to 5 p.m.

(or until completion of business)

Action may be taken on any item listed below.

- A. Call to Order – Roll Call – Establishment of a Quorum
- B. Chair's Procedural Remarks and Committee Member Introductory Comments
- C. Public Comment on Items Not on the Agenda
The Committee may not discuss or take action on any item raised during this public comment section, except to decide whether to refer the item to the Committee's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).
- D. Update from the Department of Consumer Affairs (DCA) – Board and Bureau Relations, DCA
- E. Presentation on the University of California, Davis Landscape Architecture Program
- F. Discuss and Possible Action on Proposal to Amend the Committee's Fee Schedule
- G. Review and Possible Action on August 2, 2022, LATC Meeting Minutes

(Continued)

- H. Program Manager's Report – Update on Committee's Administrative/Management, Examination, Licensing, and Enforcement Programs
- I. Council of Landscape Architectural Registration Boards
 - 1. Update on California Code of Regulations (CCR) Title 16, Division 26, Article 1, Section 2614 (Examination Transition Plan)
 - 2. Discuss and Possible Action on Proposed Regulatory Language to Amend CCR Section 2615 (Form of Examinations) as an Emergency Rulemaking
- J. Discuss and Possible Action on Modified Proposed Regulatory Language to Amend CCR Title 16, Division 26, Article 1, Section 2680 (Disciplinary Guidelines)
- K. Review and Discuss 2022 Legislation
 - 1. Senate Bill (SB) 1237 (Newman) Licenses: Military Service
 - 2. SB 1443 (Roth) The Department of Consumer Affairs
- L. Discuss and Possible Action on 2022-2024 Strategic Plan Objectives to:
 - 1. Explore the Etiquette of Social Media and Develop a Messaging Plan, Such as Celebrating New Licensees, to Reach Out to the Public and Practitioners
 - 2. Explore Linking LATC's Website Directly to Other Jurisdictions' and Licensing Boards' Websites for Increased Licensee Awareness of What Other States are Doing and to Promote Dialogue
- M. Election of 2023 Committee Officers
- N. Review of Future Committee Meeting Dates
- O. Adjournment

Action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public.

The LATC plans to webcast this meeting, provided there are no unforeseen technical difficulties or limitations. To view the webcast, please visit thedcapage.wordpress.com/webcasts/. The meeting will not be cancelled if webcast is not available.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at their discretion, apportion available time among those who wish to speak.

Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

The meeting is accessible to the disabled. A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting:

Person: Kourtney Nation

Telephone: (916) 575-7230

Email: Kourtney.Nation@dca.ca.gov

Telecommunication Relay Service: Dial 711

Mailing Address:

Landscape Architects Technical Committee

2420 Del Paso Road, Suite 105

Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Protection of the public shall be the highest priority for the Committee in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5620.1).

AGENDA ITEM A: CALL TO ORDER – ROLL CALL – ESTABLISHMENT OF A QUORUM

Roll is called by the Landscape Architects Technical Committee (LATC) Vice Chair or, in his/her absence, by an LATC member designated by the Chair.

LATC Member Roster

Andrew C. N. Bowden
Pamela S. Brief
Susan M. Landry
Patricia M. Trauth
Jon S. Wreschinsky

AGENDA ITEM B: CHAIR'S PROCEDURAL REMARKS AND COMMITTEE MEMBER INTRODUCTORY COMMENTS

LATC Chair Jon Wreschinsky will review the scheduled LATC actions and make appropriate announcements.

AGENDA ITEM C: PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Members of the public may address the Committee at this time.

The Committee may not discuss or take action on any item raised during this public comment section, except to decide whether to refer the item to the Committee's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

Public comments will also be taken on agenda items at the time the item is heard and prior to the Committee taking any action on said items. Total time allocated for public comment may be limited at the discretion of the Committee Chair.

AGENDA ITEM D: UPDATE ON THE DEPARTMENT OF CONSUMER AFFAIRS (DCA) – BOARD AND BUREAU RELATIONS, DCA

Board and Bureau Relations staff will provide the Committee with an update on the DCA.

**AGENDA ITEM E: PRESENTATION ON THE UNIVERSITY OF CALIFORNIA,
DAVIS LANDSCAPE ARCHITECTURE PROGRAM**

A representative of the Landscape Architecture and Environmental Design Department will provide a presentation on the Landscape Architecture degree program at the University of California, Davis.

AGENDA ITEM F: DISCUSS AND POSSIBLE ACTION ON PROPOSAL TO AMEND THE COMMITTEE'S FEE SCHEDULE – DCA, BUDGET OFFICE

Summary

Harmony DeFilippo, Budget Analyst with the Department of Consumer Affairs Budget Office, will provide an overview of the LATC's budget and fund condition.

Action Requested

To review and discuss the LATC's fee schedule.

Attachment

LATC Fee Analysis Report - October 2022



DEPARTMENT OF CONSUMER AFFAIRS • BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY
CALIFORNIA ARCHITECTS BOARD

Landscape Architects Technical Committee

Public Protection through Examination, Licensure, and Regulation



Governor
Gavin Newsom

Fee Analysis Report

October 2022



Page Left Blank

Table of Contents

A. Background	1
Mission	1
Fee Study Purpose, Objective & Scope	1
B. Fee Analytical Methodology	2
Driver-Based Methodology	2
Fee Analysis Steps	2
Quality Assurance	4
Input Data and Information	4
Key Assumptions	4
Expenditure Data	5
Revenue Data	5
Direct Allocated Costs	5
Indirect Allocated Costs	5
C. Observations	6
High Fund Balance Reserve & Historical Reversion	6
Licensee Population	6
Notable Impacts	6
Staffing Costs	6
Covid-19 Impacts	7
Business Modernization	7
Statutory Fee Structure	7
D. Conclusions & Findings	8
Options	8
Fee Models – V1, V2 & V3	8
E. Appendices	9

A. Background

Mission

The Landscape Architects Technical Committee (LATC) regulates the practice of landscape architecture through the enforcement of the LATC Practice Act to protect consumers, and the public health, safety, and welfare while safeguarding the environment.

Fee Study Purpose, Objectives & Scope

This fee analysis project is intended to help ensure the LATC can fulfill its mission by identifying funding resources needed to meet ongoing demands. The LATC is required to maintain sufficient financial resources to meet its important roles of regulating the profession of landscape architecture and helping to protect Californians.

This report analyzes the LATC's existing fee level amounts to determine whether the fees levied on examination applicants, initial licensure, and renewal licensure are appropriate and properly aligned for the full recovery of the actual costs of conducting LATC regulatory activities.

This report summarizes the analytical methodology, observations, and findings of the LATC's fee study analysis. It details the analysis that resulted in calculations of costs for individual applicants and licensees.

The primary objectives of this analysis are to ensure the LATC is fully accounting for all its costs and recovering sufficient revenues to be reimbursed for its expenses.

The LATC's primary sources of revenues result from examination and license fees. Current law requires the LATC to be self-supporting from these revenue sources to fully-fund any costs to the program.

The scope of this study includes:

- Examining historical, current, and projected expenditures, revenues, and staffing.
- Calculating the full direct cost of applicants and licensees.
- Allocating indirect costs by application and license type.
- Determining total direct and indirect costs by application and license type.
- Developing expenditure and revenue projections from fiscal year (FY) 2024-25 through FY 2029-30.

B. Fee Analytical Methodology

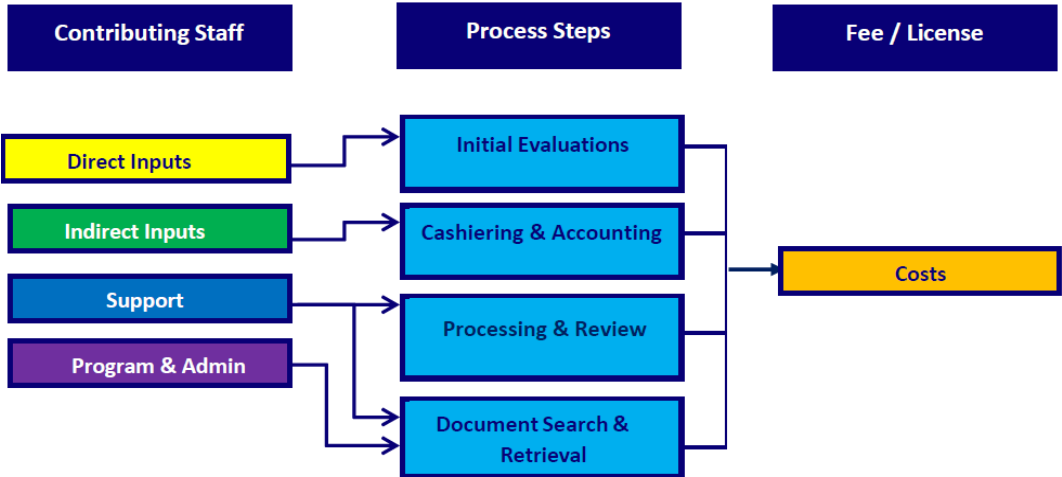
Driver-Based Methodology:

This analysis is a traditional driver-based cost model used to calculate the costs of LATC’s application and license types. It is based on the principle of determining all direct and indirect cost inputs at an operational level.

LATC management and staff contributed to this project by participating in interviews and providing periodic assessments during the analytical process. Additionally, LATC process workflow maps completed in cooperation with the Department of Consumer Affairs were used to confirm and verify workload estimates.

The following diagram depicts the driver-based cost model (example):

Driver-Based Cost Model



Fee Analysis Steps

Step #1: Collect Data – Interviews were conducted with LATC management and staff to identify the various job classifications, tasks, and timeframes to complete each task within LATC’s various units providing direct support workload services.

Additionally, LATC fiscal data was collected and aggregated including: historical actual, current, and future projected expenditures and revenues, staffing allocations, salary and benefits, non-personnel expenditures, and all other direct and indirect costs.

Step #1 includes:

- Identifying personnel – Program unit, job classification, titles, and names.
- Identifying direct processes and activities – Direct workload tasks to process an application or license type.
- Collecting application and license volume data – The number of times an application is submitted and processed per year.
- Identifying and allocating non-personnel costs – Overhead, operating expenses and equipment (OE&E), and other costs.
- Identifying any other expenses allocated in other program areas – Includes enforcement, administration, information technology (IT), and other costs.
- Identifying indirect processes and activities – Includes all other support functions and costs, which do not directly apply to the processing of a specific application or license type.

Step #2: Build Cost Structures – This step continued interaction with the LATC management and staff to develop time estimates for both direct and indirect processes in each program area by application and license type. The sum of all workload tasks determines the total time required to process the application or license type.

Step #2 includes:

- Calculating direct workload costs hours – Per application and license type.
- Determining and assigning indirect timeframes – An annual time estimate is determined to assign indirect cost allocations.
- Calculating full direct and indirect costs (per unit) – By application and license type (per unit).
- Calculating total costs by application and license type (per unit) - Total direct and indirect costs aggregated with application and license type volume data to assign total costs per application and license type (per unit).
- Calculating projected future costs and revenue models to align and ensure future fund solvency.
- Quality Assurance – Crosscheck and verify assigned workload hours and costs with budgeted resource allocations.

Step 3: Determine Cost Recovery Policy – The LATC is authorized to establish fee amount rates as a policy cost recovery decision. The fee amount level may not be higher than the costs related to the application or license type but may be established at a lower amount as a policy decision.

Such a policy decision may include the LATC opting to subsidize one application or license type with revenues derived from other sources.

Step 4: Set fee Levels Amounts – Fee level amounts are statutorily required to be based on the actual costs related to each application or license type. Fee amounts should be established to fully recover the LATC's projected costs to ensure ongoing operations and fund solvency.

Quality Assurance

Ensuring the accuracy, quality, and integrity of each step in the process, including data inputs, quantitative analysis, and results are fundamental priorities of this report.

This analysis builds-in automatic quantitative checks as follows:

- Total costs (budgeted expenditures) assigned to the model equals total revenues.
- Total number of staffing hours available fully accounted and distributed.
- Current and projected expenditures and revenues are reasonably consistent with actual or projected values reported by the state.

Input Data and Information

The primary sources of input data and information include:

1. Actual and projected expenditure and revenue data (FY 2016-17 through FY 2029-30), including:
 - a. Personal services
 - b. Operating expenses and equipment
 - c. Distributed administrative
 - d. Other state agency and contracts
2. Workload tasks and timeframe estimates to process each application type
3. Indirect costs include:
 - a. Program, policy, and administration
 - b. Enforcement-related support
 - c. Distributed administrative
 - d. Inter-Agency agreements and contracts
4. Total number of each application type received and processed
5. Revenues collected by application and license type

Key Assumptions

This project includes various key assumptions.

Expenditure Data – Historical, Current & Projected

This analysis is based on the FY 2022-23 Budget Act (Chapter 43, Statutes of 2022) and examines actual expenditure and revenue data from prior years dating back to FY 2016-17. These expenditure and revenue baselines are used to project the LATC's future baseline budgets beginning in FY 2024-25, which would be the first full fiscal year upon implementation of any statutory fee level adjustments included in the FY 2022-23 legislative session.

Additionally, the LATC is currently undergoing an IT business modernization project (BMP) to update existing IT legacy systems. The LATC is currently in year-two of the BMP IT schedule and costs may be required to be adjusted due to operational delays or other factors.

Future projected expenditures include typical and standard employee compensation and retirement rate benefit adjustments. However, the projected employee staffing compositions remain consistent with current levels.

Revenue Data – Based on Actuals

The LATC's application and licensee populations have remained relatively consistent in recent years and are projected to continue using historical trends. This analysis assumes application workload will remain consistent using historical and current rates and trends.

Direct Allocated Costs

Direct costs include:

- Actual assigned staff, workload tasks, and timeframes required to process a specific application or license type.
- Actual and projected personal services costs.

Indirect Allocated Costs

Indirect costs include:

- Management, enforcement, administration
- Operating expenses and equipment
- Distributed administration
- Other state agency and contracts

C. Observations

High Fund Balance Reserve & Historical Reversions (savings):

Notably, the LATC had a significant fund balance reserve of 31.9 months ending in FY 2016-17, which exceeded the 24-month maximum cap established under current law.

Since that time, the LATC has been and remains structurally imbalanced with revenues collected less than actual expenditures. Additionally, the LATC has historically not fully expended its annual appropriation and reverted savings.

These two factors of a significantly high fund balance reserve and annual reversions may have in the past contributed to obscuring the need to increase fee level amounts and eliminate the ongoing structural imbalance.

Licensee Population:

The number of individuals applying for licensure and the existing licensee population have a direct impact on fee levels. Assuming costs and revenues remain constant, the greater number of individuals paying fee assessments will result in lower costs per individual.

The LATC's staffing levels and licensee population are amongst the smallest within the Department of Consumer Affairs. Any additional cost pressures or revenue increases may have a proportionally greater impact on individuals than on programs with larger licensee populations.

Notable Impacts

Additionally, several other factors have recently resulted in higher cost pressures and increased budget appropriations, which have exacerbated the structural imbalance and accelerated fund insolvency.

- 1. Staffing Costs:** Prior to FY 2019-20, the LATC staffing composition was comprised of 1.0 Staff Services Manager I, 3.0 Staff Services Analysts (SSA), and 1.0 Office Technician (OT).

In FY 2020-21, 1.0 SSA was promoted to an Associate Governmental Program Analyst (AGPA) position and 1.0 SSA was promoted to an AGPA in FY 2021-22. Budgeted personal services costs have increased by \$114,000 (24%) from \$472,000 in FY 2019-20 to \$586,000 in FY 2022-23.

Personal services costs related to these staffing changes, plus annual employee compensation and retirement-rate adjustments have increased costs pressures to the LATC in recent years.

- 2. Covid-19:** In FY 2020-21, the Administration implemented current year FY 2020-21 and FY 2021-22 costs savings measures in response to the Covid-19 pandemic, including reductions to OE&E expenditures and issuing staffing furloughs.

As a result, during this two-year period the LATC's actual expenditures were artificially reduced, which caused the personal services cost increases associated with the staffing promotions to not fully materialize or be recognized.

These imposed Covid-19 related costs reductions resulted in lowered expenditures during this period, which were more consistent with previous expenditure levels and further obscured the LATC's full-cost pressures.

- 3. Business Modernization Project (BMP)** – Beginning in FY 2021-22, the LATC's began the process of updating its legacy IT platforms to a modern IT system. The LATC joined with other DCA programs, which were also updating their respective IT systems to share and defray costs. While the LATC's portion of costs have been reasonable, the transition to a modern IT platform has increased costs pressures.

The LATC is currently in year-two of the BMP IT implementation. BPM IT costs are typically greatest in the first three-years of implementation as the new IT platform is purchased and installed.

After the IT system is integrated, BMP IT costs are anticipated to re-set at a lower baseline amount as the project goes into maintenance phase.

Due to these additional costs pressures and typical annual costs increases, the LATC is anticipated to more fully expend its appropriations and likely have lower savings (reversions) in the future.

Statutory Fee Structure

This project identifies fee level amounts necessary to sustain the LATC by using the FY 2024-25 projected budget as a baseline minimum floor. Any statutory fee changes included in the 2022-23 legislative session would become effective January 1, 2024.

However, because the LATC's costs will continue to increase in the future this analysis also provides fee level amounts based on projected future LATC budgets in FY 2027-28 and FY 2029-30.

This minimum floor and maximum cap (range) fee structure provides greater flexibility for the LATC to increase revenues through the regulatory process to:

- Meet future budgetary demands
- Fund unanticipated cost pressures, including future legislation
- Begin building a reserve balance

D. Conclusions & Findings

The LATC is not currently (or projected) to recover the full costs of its operations. For FY 2022-23, the LATC's expenditure authorization plus direct draws to the fund are currently projected at \$1.38 million with projected revenues of \$837,000, which results in a deficit of \$543,000 (39%).

This structural imbalance is projected to continue to increase in the future and is unsustainable. Based on current projected revenues and expenditures, the LATC is scheduled to become insolvent in late FY 2023-24.

Options

The LATC has several options to reduce and/or eliminate its structural imbalance and avoid insolvency including:

- 1) Increasing statutory fee level amounts charged to applicants and licensees
- 2) Decreasing costs – Programmatic, enforcement, OEE, and other
- 3) Implementing a combination of increased fees and decreased costs

Fee Models: V1, V2 & V3

This report provides three fee amount models, which fully recover projected expenditures beginning in FY 2024-25, FY 2027-28, and FY 2029-30 as follows:

Model V1 (minimum floor) – FY 2024-25 Baseline (Appendix 8):

- Implements V1 fee amounts effective January 1, 2024
- Eliminates the structural imbalance until FY 2026-27
- Delays fund insolvency until FY 2029-30

Model V2 (maximum cap – option #1) – FY 2027-28 Baseline (Appendix 9):

- Implements V1 fee amounts effective January 1, 2024
- Implements V2 fee amounts effective July 1, 2026
- Eliminates the structural imbalance until FY 2028-29
- Delays fund insolvency until FY 2031-32

Model V3 (maximum cap – option #2) – FY 2029-30 Baseline (Appendix 10):

- Implements V1 fee amounts effective January 1, 2024
- Implements V3 fee amounts effective July 1, 2027
- Eliminates the structural imbalance until 2030-31
- Begins to build modest fund balance reserve
- Delays fund insolvency until FY 2033-34

Appendices

Appendix 1 – Fund condition statement revenue and expenditure detail (actuals and projected) from FY 2016-17 through FY 2029-30. Also, includes staffing allocations and BMP IT project costs (actuals and projected).

Appendix 2 – Historical expenditures (budgeted and actuals) by expense type from FY 2018-19 through FY 2021-22.

Appendix 3 – Historical and future expenditures (actuals and projected) by expense type from FY 2018-19 through FY 2025-26.

Appendix 4 – FY 2021-22 fee summary by application and license type.

Appendix 5 – Exam and license application workload summary for FY 2022-23 and fund condition statement (status quo).

Appendix 6 – Exam and license application workload summaries for FY 2024-25, FY 2027-28, and FY 2029-30.

Appendix 7 – Exam and license application workload summary for FY 2024-25 and fund condition statement (Scenario #1 - V1 baseline: effective January 1, 2024).

Appendix 8 – Exam and license application workload summary for FY 2027-28 and fund condition statement (Scenario #2 - V2 combo: V1 fees effective January 1, 2024, and V2 fees effective July 1, 2026).

Appendix 9 – Exam and license application workload summary for FY 2029-30 and fund condition statement (V1 fees effective January 1, 2024, and V3 fees effective July 1, 2027).

Appendix 1

**0757 - Landscape Architects Technical Committee
Fund Condition Statement (Dollars in Thousands)**

Prepared 9/13/2022

2022-23 Budget Act with 2021-22 (FM 12) Pre-Actuals

	Actual 2016-17	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Actual 2021-22	CY 2022-23	BY 2023-24	BY +1 2024-25	BY +2 2025-26	BY +2 2026-27	BY +3 2027-28	BY +4 2028-29	BY +5 2029-30
BEGINNING BALANCE	\$ 2,319	\$ 2,102	\$ 1,826	\$ 1,474	\$ 1,316	\$ 1,254	\$ 903	\$ 360	\$ -174	\$ -729	\$ -1,307	\$ -1,925	\$ -2,585	\$ -3,288
Prior Year Adjustment	\$ -11	\$ -	\$ 0	\$ -7	\$ -15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 2,308	\$ 2,102	\$ 1,826	\$ 1,467	\$ 1,301	\$ 1,254	\$ 903	\$ 360	\$ -174	\$ -729	\$ -1,307	\$ -1,925	\$ -2,585	\$ -3,288
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS														
Revenues														
4121200 - Delinquent fees	\$ 11	\$ 9	\$ 8	\$ 11	\$ 10	\$ 13	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
4127400 - Renewal fees	\$ 392	\$ 404	\$ 394	\$ 684	\$ 724	\$ 694	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716
4129200 - Other regulatory fees	\$ 9	\$ 5	\$ 2	\$ 4	\$ 3	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2
4129400 - Other regulatory licenses and permits	\$ 91	\$ 93	\$ 127	\$ 76	\$ 83	\$ 86	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108
4163000 - Income from surplus money investments	\$ 16	\$ 6	\$ 37	\$ 28	\$ 8	\$ 2	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4171400 - Escheat of unclaimed checks and warrants	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4173500 - Settlements and Judgements - Other	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals, Revenues	\$ 519	\$ 517	\$ 569	\$ 803	\$ 829	\$ 797	\$ 837	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 519	\$ 517	\$ 569	\$ 803	\$ 829	\$ 797	\$ 837	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835
TOTAL RESOURCES	\$ 2,827	\$ 2,619	\$ 2,395	\$ 2,270	\$ 2,130	\$ 2,051	\$ 1,740	\$ 1,195	\$ 661	\$ 106	\$ -472	\$ -1,090	\$ -1,750	\$ -2,453
Expenditures:														
1111 DCA - LATC (State Operations)	\$ 657	\$ 740	\$ 862	\$ 879	\$ 802	\$ 1,026	\$ 1,293	\$ 1,282	\$ 1,303	\$ 1,342	\$ 1,382	\$ 1,424	\$ 1,467	\$ 1,511
8880 Financial Information System for California (State Operations)	\$ 1	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9892 Supplemental Pension Payments (State Operations)	\$ -	\$ -	\$ 8	\$ 16	\$ 16	\$ 55	\$ 16	\$ 16	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -
9900 Statewide (Pro Rata) (State Operations)	\$ 58	\$ 51	\$ 51	\$ 59	\$ 58	\$ 67	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 716	\$ 793	\$ 921	\$ 954	\$ 876	\$ 1,148	\$ 1,380	\$ 1,369	\$ 1,390	\$ 1,413	\$ 1,453	\$ 1,495	\$ 1,538	\$ 1,582
FUND BALANCE														
Reserve for economic uncertainties	\$ 2,111	\$ 1,826	\$ 1,474	\$ 1,316	\$ 1,254	\$ 903	\$ 360	\$ -174	\$ -729	\$ -1,307	\$ -1,925	\$ -2,585	\$ -3,288	\$ -4,034

Months in Reserve	31.9	23.8	18.5	18.0	13.1	7.9	3.2	-1.5	-6.3	-11.1	-15.9	-20.8	-25.7	-30.6
--------------------------	-------------	-------------	-------------	-------------	-------------	------------	------------	-------------	-------------	--------------	--------------	--------------	--------------	--------------

Notes:

1. BY and Ongoing (projected)

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
Actuals Expenditures - Change (%)	-	13%	16%	2%	-9%	28%	26%	-1%	2%	3%	3%	3%	3%	3%
Appropriation	\$ 971	\$ 1,009	\$ 1,059	\$ 1,081	\$ 1,064	\$ 1,292	\$ 1,293	\$ 1,282	\$ 1,303	\$ 1,342	\$ 1,382	\$ 1,424	\$ 1,467	\$ 1,511
Appropriation - Change (%)	-	4%	5%	2%	-2%	21%	0%	-1%	2%	3%	3%	3%	3%	3%
Staffing														
SAMI - Staff Services Manager I	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
AGPA - Associate Governmental Program Analyst	-	-	-	-	1.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
SSA - Staff Services Analyst	3.0	3.0	3.0	3.0	2.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
OT - Office Technician	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
Temp Help	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Total Positions:	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5

BizMod - IT Project

\$ 165	\$ 176	\$ 116	\$ 75	\$ 80	TBD	TBD	TBD	TBD
--------	--------	--------	-------	-------	-----	-----	-----	-----

Appendix 2

Landscape Architects Technical Committee Expenditure Projection Report (Actuals Comparison)

	2018-19		2019-20		2020-21		2021-22	
	Budget	Actuals	Budget	Actuals	Budget	Actuals	Budget	Pre-Actuals
PERSONAL SERVICES								
PERMANENT POSITIONS	\$286,000	\$259,599	\$297,000	\$288,189	\$285,000	\$260,287	\$338,000	\$331,165
TEMPORARY POSITIONS	\$6,000	\$30,759	\$6,000	\$0	\$6,000	\$0	\$6,000	\$0
PER DIEM, OVERTIME, & LUMP SUM	\$3,000	\$2,100	\$3,000	\$6,619	\$3,000	\$1,500	\$3,000	\$2,000
STAFF BENEFITS	\$177,000	\$171,970	\$191,000	\$174,103	\$182,000	\$175,378	\$207,000	\$206,622
TOTAL PERSONAL SERVICES	\$472,000	\$464,428	\$497,000	\$468,911	\$476,000	\$437,165	\$554,000	\$539,787
OPERATING EXP & EQUIPMENT	Budget	Actuals	Budget	Actuals	Budget	Actuals	Budget	Actuals
GENERAL EXPENSE	\$44,000	\$10,142	\$44,000	\$3,687	\$44,000	\$8,879	\$34,000	\$12,918
PRINTING	\$16,000	\$2,832	\$17,000	\$974	\$16,000	\$1,589	\$16,000	\$4,177
COMMUNICATIONS	\$5,000	\$1,082	\$5,000	\$898	\$5,000	\$1,145	\$5,000	\$1,956
POSTAGE	\$12,000	\$1,482	\$12,000	\$7,994	\$12,000	\$109	\$12,000	\$359
INSURANCE	\$0	\$1,916	\$0	\$12	\$0	\$75	\$0	\$10
IN STATE TRAVEL	\$14,000	\$4,056	\$14,000	\$5,105	\$14,000	\$3,226	\$14,000	\$8,424
OUT OF STATE TRAVEL	\$0	\$0	\$0	\$3,026	\$0	\$0	\$0	\$1,434
TRAINING	\$3,000	\$600	\$3,000	\$5,741	\$3,000	\$0	\$3,000	\$0
FACILITIES	\$15,000	\$53,177	\$25,000	\$56,416	\$25,000	\$56,393	\$25,000	\$57,694
CONSULTING/PROF SRVS (INTERNAL)	\$34,000	\$50,796	\$21,000	\$25,375	\$21,000	\$34,881	\$28,000	\$46,606
CONSULTING/PROF SRVS (EXTERNAL)	\$224,000	\$43,401	\$235,000	\$46,801	\$248,000	\$34,718	\$304,000	\$52,966
DEPARTMENT PRORATA	\$169,000	\$162,336	\$169,000	\$160,008	\$164,000	\$166,350	\$213,000	\$215,414
DEPARTMENTAL SERVICES	\$30,000	\$34,593	\$30,000	\$87,364	\$30,000	\$26,278	\$30,000	\$57,082
CONSOLIDATED DATA CENTERS	\$1,000	\$44	\$1,000	\$719	\$1,000	\$1,163	\$1,000	\$7,764
INFORMATION TECHNOLOGY	\$1,000	\$4,953	\$1,000	\$2,025	\$6,000	\$4,206	\$40,000	\$18,269
EQUIPMENT	\$12,000	\$374	\$8,000	\$3,685	\$0	\$25,630	\$14,000	\$1,001
SPECIAL ITEMS OF EXPENSE	\$0	\$26,000	\$0	\$1,077	\$0	\$652	\$0	\$252
OPERATING EXPENSES & EQUIPMENT	\$580,000	\$397,784	\$585,000	\$410,907	\$589,000	\$365,293	\$739,000	\$486,326
OVERALL TOTALS	\$1,052,000	\$862,212	\$1,082,000	\$879,818	\$1,065,000	\$802,458	\$1,293,000	\$1,026,113
REIMBURSEMENTS	(\$1,000)	\$0	(\$1,000)	\$0	(\$1,000)	\$0	(\$1,000)	\$0
NET TOTALS:	\$1,051,000	\$862,212	\$1,081,000	\$879,818	\$1,064,000	\$802,458	\$1,292,000	\$1,026,113

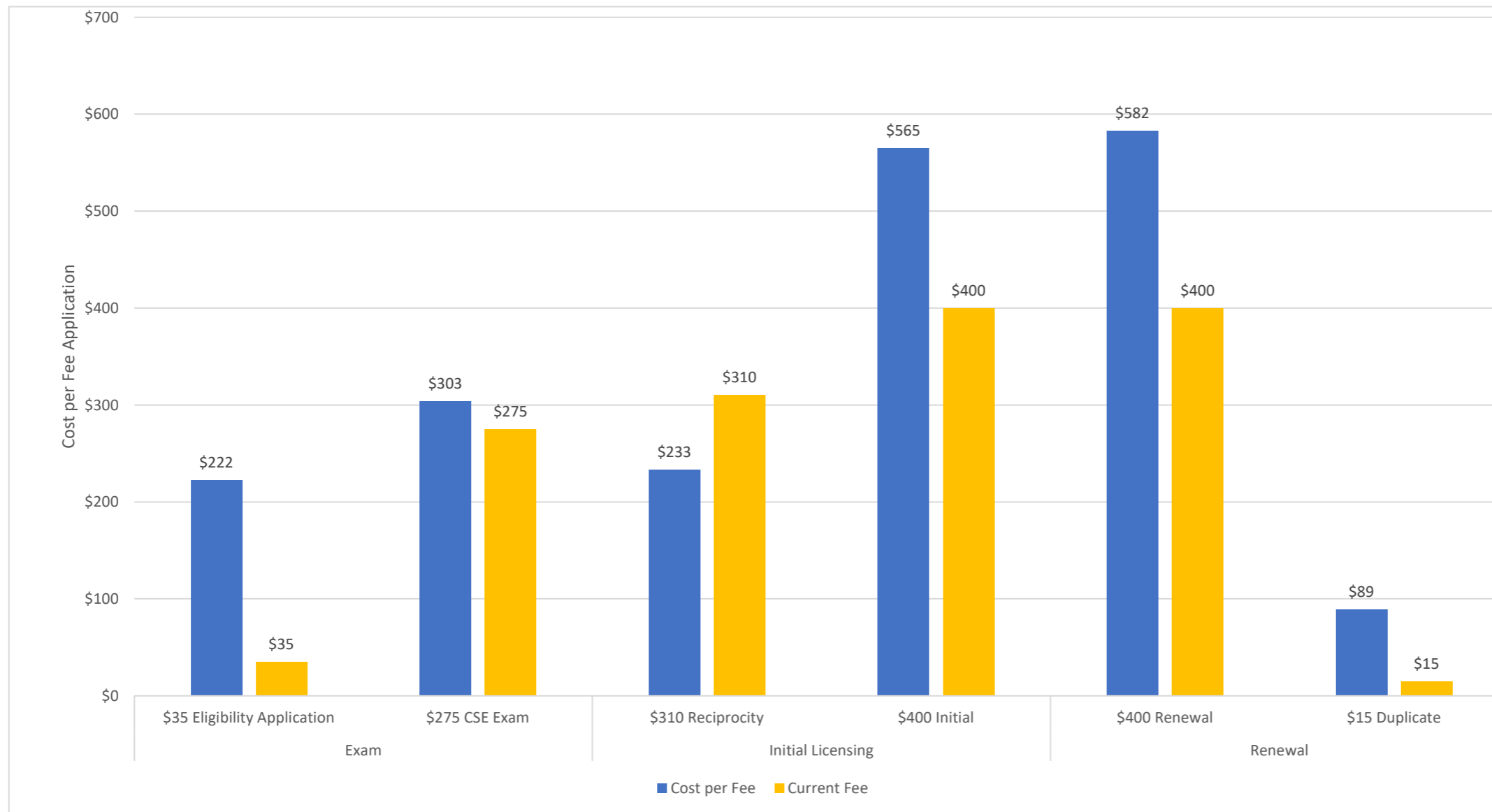
Appendix 3

Landscape Architects Technical Committee Expenditures (Actuals and Projected)								
Fiscal Year	Actuals 2018-19	Actuals 2019-20	Actuals 2020-21	Actuals 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26
PERSONAL SERVICES								
PERMANENT POSITIONS	\$259,599	\$288,189	\$260,287	\$331,165	\$346,000	\$357,000	\$361,000	\$366,000
TEMPORARY POSITIONS	\$30,759	\$0	\$0	\$0	\$6,000	\$6,000	\$6,000	\$6,000
PER DIEM, OVERTIME, & LUMP SUM	\$2,100	\$6,619	\$1,500	\$2,000	\$3,000	\$3,000	\$3,000	\$3,000
STAFF BENEFITS	\$171,970	\$174,103	\$175,378	\$206,622	\$230,000	\$249,000	\$259,000	\$274,000
TOTAL PERSONAL SERVICES	\$464,428	\$468,911	\$437,165	\$539,787	\$585,000	\$615,000	\$629,000	\$649,000
OPERATING EXPENSES & EQUIPMENT (OE&E)								
GENERAL EXPENSE	\$10,142	\$3,687	\$8,879	\$12,918	\$34,000	\$34,000	\$34,000	\$34,000
PRINTING	\$2,832	\$974	\$1,589	\$4,177	\$16,000	\$16,000	\$16,000	\$16,000
COMMUNICATIONS	\$1,082	\$898	\$1,145	\$1,956	\$5,000	\$5,000	\$5,000	\$5,000
POSTAGE	\$1,482	\$7,994	\$109	\$359	\$12,000	\$12,000	\$12,000	\$12,000
INSURANCE	\$1,916	\$12	\$75	\$10	\$0	\$0	\$0	\$0
IN STATE TRAVEL	\$4,056	\$5,105	\$3,226	\$8,424	\$14,000	\$14,000	\$14,000	\$14,000
OUT OF STATE TRAVEL	\$0	\$3,026	\$0	\$1,434	\$0	\$0	\$0	\$0
TRAINING	\$600	\$5,741	\$0	\$0	\$3,000	\$3,000	\$3,000	\$3,000
FACILITIES	\$53,177	\$56,416	\$56,393	\$57,694	\$25,000	\$25,000	\$25,000	\$25,000
CONSULTING/PROF SRVS (INTERNAL)	\$50,796	\$25,375	\$34,881	\$46,606	\$28,000	\$28,000	\$28,000	\$28,000
CONSULTING/PROF SRVS (EXTERNAL)	\$43,401	\$46,801	\$34,718	\$52,966	\$266,000	\$206,000	\$214,000	\$221,000
DEPARTMENT PRORATA	\$162,336	\$160,008	\$166,350	\$215,414	\$230,000	\$248,000	\$263,000	\$275,000
DEPARTMENTAL SERVICES	\$34,593	\$87,364	\$26,278	\$57,082	\$30,000	\$30,000	\$30,000	\$30,000
CONSOLIDATED DATA CENTERS	\$44	\$719	\$1,163	\$7,764	\$1,000	\$1,000	\$1,000	\$1,000
INFORMATION TECHNOLOGY	\$4,953	\$2,025	\$4,206	\$18,269	\$30,000	\$30,000	\$12,000	\$12,000
EQUIPMENT	\$374	\$3,685	\$25,630	\$1,001	\$15,000	\$16,000	\$18,000	\$18,000
SPECIAL ITEMS OF EXPENSE	\$26,000	\$1,077	\$652	\$252	\$0	\$0	\$0	\$0
TOTAL OE&E	\$397,784	\$410,907	\$365,293	\$486,326	\$709,000	\$668,000	\$675,000	\$694,000
OVERALL TOTALS	\$862,212	\$879,818	\$802,458	\$1,026,113	\$1,294,000	\$1,283,000	\$1,304,000	\$1,343,000
REIMBURSEMENTS	\$0	\$0	\$0	\$0	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)
NET TOTALS:	\$862,212	\$879,818	\$802,458	\$1,026,113	\$1,293,000	\$1,282,000	\$1,303,000	\$1,342,000

Appendix 4

2021-22 Prior Year Summary by Fee

Type	Type2	Fee	Total Cost	Number of Applications	Cost per Fee	Current Fee	Total Hours	Hours per App	% of Total Hours	% of Total Apps
Eligibility App	Exam	\$35 Eligibility Application	\$ 36,459	164	\$222	\$35	335	2.0	8%	8%
CSE Exam		\$275 CSE Exam	\$ 39,753	131	\$303	\$275	322	2.5	8%	6%
Reciprocity	Initial Licensing	\$310 Reciprocity	\$ 6,833	29	\$233	\$310	61	2.1	1%	1%
Initial Licensing		\$400 Initial	\$ 45,763	81	\$565	\$400	290	3.6	7%	4%
Renewal	Renewal	\$400 Renewal	\$ 1,015,223	1,743	\$582	\$400	3,181	1.8	76%	81%
Duplicate		\$15 Duplicate	\$ 1,332	15	\$89	\$15	10	0.7	0%	1%
Total			\$ 1,145,364	2,163			4,200		100%	100%



Appendix 5

Landscape Architects Technical Committee Exam & License Application Workload Summary

2021-22 Actuals				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	Fee Model	Fee Revenues
Eligibility App	164	\$94	\$128	\$222	\$35	(\$187)	\$36,459	\$5,740	(\$30,719)		
CSE Exam	131	\$169	\$134	\$303	\$275	(\$28)	\$39,753	\$36,025	(\$3,728)		
Reciprocity	29	\$95	\$141	\$236	\$310	\$74	\$6,833	\$8,990	\$2,157		
Initial License	81	\$191	\$374	\$565	\$400	(\$165)	\$45,743	\$32,400	(\$13,343)		
Renewal	1,743	\$90	\$493	\$582	\$400	(\$182)	\$1,015,223	\$697,200	(\$318,023)		
Duplicate	15	\$31	\$77	\$109	\$15	(\$94)	\$1,632	\$225	(\$1,407)		
Totals:							\$1,145,642	\$780,580	(\$365,062)		

0757 - Landscape Architects Technical Committee
Fund Condition Statement (Dollars in Thousands)

Prepared 10/1/2022

2022-23 Budget Act with 2021-22 (FM 12) Pre-Actuals (Status Quo)

	Actual 2021-22	CY 2022-23	BY 2023-24	BY+1 2024-25	BY+2 2025-26	BY+2 2026-27	BY+3 2027-28	BY+4 2028-29	BY+5 2029-30
BEGINNING BALANCE	\$ 1,254	\$ 903	\$ 360	\$ -174	\$ -729	\$ -1,307	\$ -1,925	\$ -2,585	\$ -3,288
Prior Year Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 1,254	\$ 903	\$ 360	\$ -174	\$ -729	\$ -1,307	\$ -1,925	\$ -2,585	\$ -3,288
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS									
4121200 - Delinquent fees	\$ 13	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
4127400 - Renewal fees	\$ 694	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716
4129200 - Other regulatory fees	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2
4129400 - Other regulatory licenses and permits	\$ 86	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108
4163000 - Income from surplus money investments	\$ 2	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4171400 - Escheat of unclaimed checks and warrants	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals, Revenues	\$ 797	\$ 837	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 797	\$ 837	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835	\$ 835
TOTAL RESOURCES	\$ 2,051	\$ 1,740	\$ 1,195	\$ 661	\$ 108	\$ -472	\$ -1,090	\$ -1,750	\$ -2,453
Expenditures:									
1111 DCA - LATC (State Operations)	\$ 1,026	\$ 1,293	\$ 1,282	\$ 1,303	\$ 1,342	\$ 1,382	\$ 1,424	\$ 1,467	\$ 1,511
9892 Supplemental Pension Payments (State Operations)	\$ 55	\$ 16	\$ 16	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -
9900 Statewide (Pro Rata) (State Operations)	\$ 67	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71	\$ 71
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 1,148	\$ 1,380	\$ 1,369	\$ 1,390	\$ 1,413	\$ 1,453	\$ 1,495	\$ 1,538	\$ 1,582
FUND BALANCE									
Reserve for economic uncertainties	\$ 903	\$ 360	\$ -174	\$ -729	\$ -1,307	\$ -1,925	\$ -2,585	\$ -3,288	\$ -4,034
Months in Reserve	7.9	3.2	-1.5	-6.3	-11.1	-15.9	-20.8	-25.7	-30.6

Notes:

1. BY and Ongoing (projected)

**Landscape Architects Technical Committee
Exam & License Application Workload Summary**

Scenario #1: V1 - 2024-25 Baseline Budget (projected)				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	V1 Fee Model	V1 Fee Revenues
Eligibility App	170	\$99	\$179	\$278	\$35	(\$243)	\$47,196	\$5,950	(\$41,246)	\$275	\$46,750
CSE Exam	154	\$132	\$192	\$324	\$275	(\$49)	\$49,942	\$42,350	(\$7,592)	\$325	\$49,942
Reciprocity	29	\$100	\$202	\$301	\$310	\$9	\$8,736	\$8,990	\$254	\$300	\$8,800
Initial License	131	\$201	\$497	\$698	\$400	(\$298)	\$91,375	\$52,400	(\$38,975)	\$700	\$91,700
Renewal	1,783	\$95	\$608	\$702	\$400	(\$302)	\$1,252,323	\$713,200	(\$539,123)	\$700	\$1,247,867
Duplicate	15	\$37	\$115	\$152	\$15	(\$137)	\$2,280	\$225	(\$2,055)	\$100	\$1,500
Totals:							\$1,451,852	\$823,115	(\$628,737)		\$1,446,558

**Landscape Architects Technical Committee
Exam & License Application Workload Summary**

Scenario #2: V2 - 2027-28 Baseline Budget (projected)				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	V2 Fee Model	V2 Fee Revenues
Eligibility App	170	\$96	\$201	\$297	\$35	(\$262)	\$50,428	\$5,950	(\$44,478)	\$275	\$46,750
CSE Exam	154	\$169	\$213	\$382	\$275	(\$107)	\$58,902	\$42,350	(\$16,552)	\$325	\$50,050
Reciprocity	29	\$96	\$214	\$310	\$310	(\$0)	\$8,993	\$8,990	(\$3)	\$300	\$8,700
Initial License	131	\$193	\$556	\$749	\$400	(\$349)	\$98,158	\$52,400	(\$45,758)	\$750	\$98,250
Renewal	1,783	\$91	\$645	\$736	\$400	(\$336)	\$1,311,426	\$713,200	(\$598,226)	\$750	\$1,337,250
Duplicate	15	\$36	\$120	\$157	\$15	(\$142)	\$2,351	\$225	(\$2,126)	\$150	\$2,250
Totals:							\$1,530,259	\$823,115	(\$707,144)		\$1,543,250

**Landscape Architects Technical Committee
Exam & License Application Workload Summary**

Scenario #3: V3 - 2029-30 Baseline Budget (projected)				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	V3 Fee Model	V3 Fee Revenues
Eligibility App	170	\$96	\$206	\$302	\$35	(\$267)	\$51,349	\$5,950	(\$45,399)	\$300	\$51,000
CSE Exam	154	\$169	\$219	\$388	\$275	(\$113)	\$59,784	\$42,350	(\$17,434)	\$350	\$53,900
Reciprocity	29	\$96	\$220	\$316	\$310	(\$6)	\$9,162	\$8,990	(\$172)	\$300	\$8,700
Initial License	131	\$193	\$580	\$774	\$400	(\$374)	\$101,353	\$52,400	(\$48,953)	\$780	\$102,180
Renewal	1,783	\$91	\$676	\$766	\$400	(\$366)	\$1,366,462	\$713,200	(\$653,262)	\$780	\$1,390,740
Duplicate	15	\$36	\$122	\$158	\$15	(\$143)	\$2,371	\$225	(\$2,146)	\$150	\$2,250
Totals:							\$1,590,480	\$823,115	(\$767,365)		\$1,608,770

Appendix 7

Landscape Architects Technical Committee Exam & License Application Workload Summary

Scenario #1: V1 - 2024-25 Baseline Budget (projected)				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	V1 Fee Model	V1 Fee Revenues
Eligibility App	170	\$99	\$179	\$278	\$35	(\$243)	\$47,196	\$5,950	(\$41,246)	\$275	\$46,750
CSE Exam	154	\$132	\$192	\$324	\$275	(\$49)	\$49,942	\$42,350	(\$7,592)	\$325	\$49,942
Reciprocity	29	\$100	\$202	\$301	\$310	\$9	\$8,736	\$8,990	\$254	\$300	\$8,800
Initial License	131	\$201	\$497	\$698	\$400	(\$298)	\$91,375	\$52,400	(\$38,975)	\$700	\$91,700
Renewal	1,783	\$95	\$608	\$702	\$400	(\$302)	\$1,252,323	\$713,200	(\$539,123)	\$700	\$1,247,867
Duplicate	15	\$37	\$115	\$152	\$15	(\$137)	\$2,280	\$225	(\$2,055)	\$100	\$1,500
Totals:							\$1,451,852	\$823,115	(\$628,737)		\$1,446,558

0757 - Landscape Architects Technical Committee Fund Condition Statement (Dollars in Thousands)										Prepared 10/1/2022
2022-23 Budget Act with 2021-22 (FM 12) Pre-Actuals										
V1 Fee Increase Model (effective 1/1/24)										
	Actual 2021-22	CY 2022-23	BY 2023-24	BY +1 2024-25	BY +2 2025-26	BY +2 2026-27	BY +3 2027-28	BY +4 2028-29	BY +5 2029-30	
BEGINNING BALANCE	\$ 1,254	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 198	\$ 138	\$ 35	
Prior Year Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Adjusted Beginning Balance	\$ 1,254	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 198	\$ 138	\$ 35	
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS										
Revenues										
4121200 - Delinquent fees	\$ 13	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	
4127400 - Renewal fees	\$ 694	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	
Renewal fees increase (effective 1/1/24)	\$ -	\$ -	\$ 266	\$ 532	\$ 532	\$ 532	\$ 532	\$ 532	\$ 532	
4129200 - Other regulatory fees	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	
4129400 - Other regulatory licenses and permits	\$ 86	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	
Other regulatory licenses and permits Increase (eff 1/1/24)	\$ 0	\$ 0	\$ 45	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	\$ 91	
4163000 - Income from surplus money investments	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 3	\$ 2	\$ 1	\$ -	
4171400 - Escheat of unclaimed checks and warrants	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals, Revenues	\$ 797	\$ 837	\$ 1,148	\$ 1,461	\$ 1,461	\$ 1,461	\$ 1,460	\$ 1,459	\$ 1,458	
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 797	\$ 837	\$ 1,148	\$ 1,461	\$ 1,461	\$ 1,461	\$ 1,460	\$ 1,459	\$ 1,458	
TOTAL RESOURCES	\$ 2,051	\$ 1,740	\$ 1,508	\$ 1,600	\$ 1,651	\$ 1,675	\$ 1,657	\$ 1,597	\$ 1,493	
Expenditures:										
1111 DCA - LATC (State Operations)	\$ 1,026	\$ 1,293	\$ 1,282	\$ 1,303	\$ 1,342	\$ 1,382	\$ 1,424	\$ 1,467	\$ 1,511	
9892 Supplemental Pension Payments (State Operations)	\$ 55	\$ 16	\$ 16	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -	
9900 Statewide (Pro Rata) (State Operations)	\$ 67	\$ 71	\$ 71	\$ 90	\$ 95	\$ 95	\$ 95	\$ 95	\$ 95	
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 1,148	\$ 1,380	\$ 1,369	\$ 1,409	\$ 1,437	\$ 1,477	\$ 1,519	\$ 1,562	\$ 1,606	
FUND BALANCE										
Reserve for economic uncertainties	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 198	\$ 138	\$ 35	\$ -113	
Months in Reserve	7.9	3.2	1.2	1.6	1.8	1.6	1.1	0.3	-0.8	
Notes:										
1. BY and Ongoing (projected)										

Appendix 8

Landscape Architects Technical Committee Exam & License Application Workload Summary

Scenario #2: V2 - 2027-28 Baseline Budget (projected)				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	V2 Fee Model	V2 Fee Revenues
Eligibility App	170	\$96	\$201	\$297	\$35	(\$262)	\$50,428	\$5,950	(\$44,478)	\$275	\$46,750
CSE Exam	154	\$169	\$213	\$382	\$275	(\$107)	\$58,902	\$42,350	(\$16,552)	\$325	\$50,050
Reciprocity	29	\$96	\$214	\$310	\$310	(\$0)	\$8,993	\$8,990	(\$3)	\$300	\$8,700
Initial License	131	\$193	\$556	\$749	\$400	(\$349)	\$98,158	\$52,400	(\$45,758)	\$750	\$98,250
Renewal	1,783	\$91	\$645	\$736	\$400	(\$336)	\$1,311,426	\$713,200	(\$598,226)	\$750	\$1,337,250
Duplicate	15	\$36	\$120	\$157	\$15	(\$142)	\$2,351	\$225	(\$2,126)	\$150	\$2,250
Totals:							\$1,530,259	\$823,115	(\$707,144)		\$1,543,250

0757 - Landscape Architects Technical Committee Fund Condition Statement (Dollars in Thousands)										Prepared 10/1/2022
2022-23 Budget Act with 2021-22 (FM 12) Pre-Actuals										
V1 Fee (min floor) Increase Model - (effective 1/1/24)										
V2 Fee Increase (max cap) Model - (effective 7/1/26)										
	Actual 2021-22	CY 2022-23	BY 2023-24	BY +1 2024-25	BY +2 2025-26	BY +2 2026-27	BY +3 2027-28	BY +4 2028-29	BY +5 2029-30	
BEGINNING BALANCE	\$ 1,254	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 285	\$ 315	\$ 302	
Prior Year Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Adjusted Beginning Balance	\$ 1,254	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 285	\$ 315	\$ 302	
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS										
Revenues										
4121200 - Delinquent fees	\$ 13	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	
4127400 - Renewal fees	\$ 694	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	
Renewal fees increase (V1 effective 1/1/24 & V2 effective 7/1/26)	\$ -	\$ -	\$ 266	\$ 532	\$ 532	\$ 621	\$ 621	\$ 621	\$ 621	
4129200 - Other regulatory fees	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	
4129400 - Other regulatory licenses and permits	\$ 86	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	
Other regulatory licenses and permits Increase (V1 eff 1/1/24 & V2 7/1/26)	\$ 0	\$ 0	\$ 45	\$ 91	\$ 91	\$ 98	\$ 98	\$ 98	\$ 98	
4150500 - Interest Income from Interfund Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
4163000 - Income from surplus money investments	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 4	\$ 5	\$ 4	\$ 4	
4171400 - Escheat of unclaimed checks and warrants	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals, Revenues	\$ 797	\$ 837	\$ 1,148	\$ 1,461	\$ 1,461	\$ 1,558	\$ 1,559	\$ 1,558	\$ 1,558	
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 797	\$ 837	\$ 1,148	\$ 1,461	\$ 1,461	\$ 1,558	\$ 1,559	\$ 1,558	\$ 1,558	
TOTAL RESOURCES	\$ 2,051	\$ 1,740	\$ 1,508	\$ 1,600	\$ 1,651	\$ 1,772	\$ 1,844	\$ 1,873	\$ 1,860	
Expenditures:										
1111 DCA - LATC (State Operations)	\$ 1,026	\$ 1,293	\$ 1,282	\$ 1,303	\$ 1,342	\$ 1,382	\$ 1,424	\$ 1,467	\$ 1,511	
9892 Supplemental Pension Payments (State Operations)	\$ 55	\$ 16	\$ 16	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -	
9900 Statewide (Pro Rata) (State Operations)	\$ 67	\$ 71	\$ 71	\$ 90	\$ 95	\$ 105	\$ 105	\$ 105	\$ 105	
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 1,148	\$ 1,380	\$ 1,369	\$ 1,409	\$ 1,437	\$ 1,487	\$ 1,529	\$ 1,572	\$ 1,616	
FUND BALANCE										
Reserve for economic uncertainties	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 285	\$ 315	\$ 302	\$ 244	
Months in Reserve	7.9	3.2	1.2	1.6	1.8	2.3	2.5	2.3	1.8	
Notes:										
1. BY and Ongoing (projected)										

Appendix 9

Landscape Architects Technical Committee Exam & License Application Workload Summary

Scenario #3: V3 - 2029-30 Baseline Budget (projected)				Unit Cost Summary			Annual Cost Calculations			Results - Pricing Model	
License Type	Application Volume	Direct Costs	Indirect Costs	Total Cost (assigned)	Current Fee	Unit Surcharge (or Subsidy)	Revenues at Full Cost of Services	Revenues at Current Fee Levels	Annual Surplus (or Subsidy)	V3 Fee Model	V3 Fee Revenues
Eligibility App	170	\$96	\$206	\$302	\$35	(\$267)	\$51,349	\$5,950	(\$45,399)	\$300	\$51,000
CSE Exam	154	\$169	\$219	\$388	\$275	(\$113)	\$59,784	\$42,350	(\$17,434)	\$350	\$53,900
Reciprocity	29	\$96	\$220	\$316	\$310	(\$6)	\$9,162	\$8,990	(\$172)	\$300	\$8,700
Initial License	131	\$193	\$580	\$774	\$400	(\$374)	\$101,353	\$52,400	(\$48,953)	\$780	\$102,180
Renewal	1,783	\$91	\$676	\$766	\$400	(\$366)	\$1,366,462	\$713,200	(\$653,262)	\$780	\$1,390,740
Duplicate	15	\$36	\$122	\$158	\$15	(\$143)	\$2,371	\$225	(\$2,146)	\$150	\$2,250
Totals:							\$1,590,480	\$823,115	(\$767,365)		\$1,608,770

0757 - Landscape Architects Technical Committee Fund Condition Statement (Dollars in Thousands)										Prepared 10/1/2022
2022-23 Budget Act with 2021-22 (FM 12) Pre-Actuals										
V1 Fee (min floor) Increase Model - (effective 1/1/24)										
V3 Fee (max cap) Increase Model - (effective 7/1/27)										
	Actual 2021-22	CY 2022-23	BY 2023-24	BY +1 2024-25	BY +2 2025-26	BY +2 2026-27	BY +3 2027-28	BY +4 2028-29	BY +5 2029-30	
BEGINNING BALANCE	\$ 1,254	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 188	\$ 283	\$ 338	
Prior Year Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Adjusted Beginning Balance	\$ 1,254	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 188	\$ 283	\$ 338	
REVENUES, TRANSFERS AND OTHER ADJUSTMENTS										
Revenues										
4121200 - Delinquent fees	\$ 13	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	
4127400 - Renewal fees	\$ 694	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	\$ 716	
Renewal fees increase (V1 effective 1/1/24 & V3 effective 7/1/27)	\$ -	\$ -	\$ 266	\$ 532	\$ 532	\$ 532	\$ 675	\$ 675	\$ 675	
4129200 - Other regulatory fees	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	
4129400 - Other regulatory licenses and permits	\$ 86	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	\$ 108	
Other regulatory licenses and permits increase (V1 eff 1/1/24 & V3 7/1/27)	\$ 0	\$ 0	\$ 45	\$ 91	\$ 91	\$ 91	\$ 111	\$ 111	\$ 111	
4163000 - Income from surplus money investments	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 3	\$ 4	\$ 5	\$ 5	
4171400 - Escheat of unclaimed checks and warrants	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Totals, Revenues	\$ 797	\$ 837	\$ 1,148	\$ 1,461	\$ 1,461	\$ 1,461	\$ 1,625	\$ 1,626	\$ 1,626	
TOTALS, REVENUES, TRANSFERS AND OTHER ADJUSTMENTS	\$ 797	\$ 837	\$ 1,148	\$ 1,461	\$ 1,461	\$ 1,461	\$ 1,625	\$ 1,626	\$ 1,626	
TOTAL RESOURCES	\$ 2,051	\$ 1,740	\$ 1,508	\$ 1,600	\$ 1,651	\$ 1,675	\$ 1,812	\$ 1,909	\$ 1,963	
Expenditures:										
1111 DCA - LATC (State Operations)	\$ 1,026	\$ 1,293	\$ 1,282	\$ 1,303	\$ 1,342	\$ 1,382	\$ 1,424	\$ 1,467	\$ 1,511	
9892 Supplemental Pension Payments (State Operations)	\$ 55	\$ 16	\$ 16	\$ 16	\$ -	\$ -	\$ -	\$ -	\$ -	
9900 Statewide (Pro Rata) (State Operations)	\$ 67	\$ 71	\$ 71	\$ 90	\$ 95	\$ 105	\$ 105	\$ 105	\$ 105	
TOTALS, EXPENDITURES AND EXPENDITURE ADJUSTMENTS	\$ 1,148	\$ 1,380	\$ 1,369	\$ 1,409	\$ 1,437	\$ 1,487	\$ 1,529	\$ 1,572	\$ 1,616	
FUND BALANCE										
Reserve for economic uncertainties	\$ 903	\$ 360	\$ 139	\$ 191	\$ 214	\$ 188	\$ 283	\$ 338	\$ 348	
Months in Reserve	7.9	3.2	1.2	1.6	1.8	1.5	2.2	2.6	2.6	
Notes:										
1. BY and Ongoing (projected)										

AGENDA ITEM G: REVIEW AND POSSIBLE ACTION ON AUGUST 2, 2022, LATC MEETING MINUTES

Summary

The Committee is asked to review and take possible action on the minutes of the August 2, 2022, LATC meeting.

Action Requested

Approval of the August 2, 2022, LATC Meeting Minutes

Attachment

August 2, 2022, LATC Meeting Minutes (Draft)



Draft Minutes

CALIFORNIA ARCHITECTS BOARD Landscape Architects Technical Committee Meeting

August 2, 2022
WebEx Teleconference

Landscape Architects Technical Committee (LATC/Committee) Members Present

Jon S. Wreschinsky, Chair
Pamela S. Brief, Vice Chair
Andrew C. N. Bowden
Susan M. Landry
Patricia M. Trauth

California Architects Board (Board) Members Present

Ronald A. Jones, LATC Liaison

Staff Present

Laura Zuniga, Executive Officer
Trish Rodriguez, Program Manager
Nicholas Barnhart, Licensing Coordinator
Blake Clark, Examination Analyst
Kourtney Nation, Special Projects Analyst
Stacy Townsend, Enforcement Analyst

Department of Consumer Affairs (DCA) Staff Present

Mary Kate Cruz Jones, Board and Bureau Relations
Harmony DeFilippo, Budget Analyst, Fiscal Operations/Budget Office
Karen Halbo, Regulatory Counsel, Attorney III
Michael Kanotz, LATC Counsel, Attorney III
Matt Nishimine, Regulatory Specialist, Fiscal Operations/Budget Office
Matthew Wainwright, Legislative Analyst

Guests Present

Stephanie Landregan, Program Director, University of California, Los Angeles
(UCLA) Extension Program
Tracy Morgan Hollingworth, California Council of American Society of Landscape
Architects (CCASLA)
Katharine Rudnyk
Michelle Sullivan

A. Call to Order – Roll Call – Establishment of a Quorum

LATC Chair, Jon Wreschinsky called the meeting to order at 10:00 a.m. and Vice Chair, Pamela Brief called roll. Five members of LATC were present, thus a quorum was established.

B. Chair's Procedural Remarks and LATC Member Introductory Comments

Mr. Wreschinsky explained the meeting was held via webcast pursuant to Government Code section 11133, and there was no physical meeting location. He reminded webcast viewers that anyone interested in participating in the meeting must join the WebEx meeting.

Mr. Wreschinsky thanked the meeting participants for their attendance and welcomed Ronald A. Jones, LATC Liaison to the Board. He reminded members that votes on all motions will be taken by roll call and thanked LATC staff for preparing the meeting materials.

C. Public Comment on Items Not on the Agenda

Mr. Wreschinsky invited members of the public to address the LATC. There were no comments from the public.

Mr. Wreschinsky announced that Agenda Item G (Budget Update) would be discussed before Agenda Item F (Draft Minutes), to accommodate guest speakers.

E. Review and Possible Action on April 7-8, 2022 LATC Meeting Minutes

- **Andrew C. N. Bowden moved to approve the April 7-8, 2022 LATC Meeting Minutes as presented.**

Pamela S. Brief seconded the motion.

There were no comments from the public.

Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.

G.* Discuss and Possible Action on the Committee's Annual Budget – DCA, Budget Office

Harmony DeFilippo presented the Committee's revenues and expenditures for fiscal year (FY) 2021-22 and explained that costs increased partially due to the Committee's business modernization efforts. She provided an overview of the fund condition statement, noting that the fund condition projects ongoing expenditures with a three percent growth factor increase per year. She added that the projected fund condition shows the Committee will fully expend its appropriation going forward. Ms. DeFilippo further explained that the Committee's fund condition reflects a structural imbalance. She clarified that the Committee's fund balance is currently declining due to increased expenditures outweighing revenue, and the fund would become insolvent in FY 2023-24. She added that in recent years the

Committee's fund has had prior yearly savings, however, the Committee's costs are projected to increase from costs associated with business modernization. Ms. DeFilippo reminded the Committee that current law requires the fund to remain valuable and solvent, therefore, the Committee is required to rectify these fundamental structural issues. She explained that the Committee's fees are currently set at their statutory maximum, therefore, the Committee may need to seek statutory changes to increase fees in the 2022-23 legislative session. Ms. DeFilippo advised that Committee staff will work with the DCA Budget Office to identify possible actions to reduce or eliminate the structural imbalance to ensure the fund remains solvent and able to fully meet its licensing and enforcement mandate.

Matt Nishimine directed the Committee members to the memorandum in the meeting materials regarding fiduciary responsibilities, liabilities, and governing laws with respect to the fiscal state of a Board or Committee. He summarized that the document outlines committee member fiduciary responsibilities with regard to the fund condition. He explained that the Committee cannot over expend its annual budget appropriation and that Committee members are personally responsible for any overage. He shared that LATC staff and the Budget Office are working to conduct a fee study to help guide the Committee and Program to ensure the LATC can meet its mandate to provide oversight and enforcement of the Landscape Architects Practice Act while also safeguarding the environment. Mr. Nishimine shared that staff recently concluded that a statutory fee increase would be required to ensure the LATC has sufficient resources and can maintain operations in the future. He explained that staff began a comprehensive analysis of the LATC's expenditures and revenues with the objectives to ensure the LATC is fully accounting for all costs and recovering sufficient revenues for those costs. He explained that staff expect to complete the study before the next LATC meeting, at which time Budget Office staff will present the findings of the report to LATC and then provide a presentation to the Board at their December meeting. Mr. Nishimine explained that upon approval from the Committee to seek a statutory change, staff will work with the DCA Division of Legislative Affairs to seek a legislative change during the 2022-23 legislative session with an effective date of January 1, 2024.

Mr. Wreschinsky asked if the primary cause of the coming deficit is the cost associated with the business modernization project. Mr. Nishimine confirmed the project is a contributing factor. Mr. Wreschinsky asked if there is a particular reason why the costs for business modernization are primarily funded by licensees rather than the state committing funds to DCA for the upgrade. Mr. Nishimine responded that the programs within DCA are all self-funded by their licensees and typically do not receive general fund dollars.

Mr. Wreschinsky clarified that his concern is LATC may need to drastically increase fees for licensees and candidates to offset costs. Mr. Bowden noted that in recent years the LATC fund had excess in reserve and members were advised to temporarily reduce license fees to balance the budget. Mr. Nishimine responded that the LATC could decide to seek legislation to provide general fund dollars and he explained that projecting for a smaller budget can be difficult when significant costs arise, such as the business modernization project.

Susan Landry asked for clarification on the budget line item for “C/P SERVICES (EXTERNAL)”. Ms. DeFilippo explained that anticipated savings for the current FY is due to a decrease in costs resulting from business modernization project delays. She noted that the fund condition is projected to have 7.9 months in reserve at the end of FY 2021-22. Ms. Landry asked if LATC would need to pursue legislation to request money from the general fund. Mr. Nishimine confirmed the only way to receive a general fund augmentation is through a legislative change. Ms. Landry asked about the state budget surplus. Mr. Nishimine explained that DCA does not track the general fund as DCA does not historically receive general fund dollars. Ms. Landry offered to reach out to a legislator to possibly draft a bill allocating general fund dollars to LATC. Mr. Wreschinsky recommended that Board and LATC staff should determine if other DCA programs are interested in collectively requesting funds, before reaching out to a legislator.

Patricia Trauth inquired if costs related to business modernization could be broken down by year for the Committee members to monitor. Mr. Nishimine confirmed Budget Office staff could break costs down in more detail. Ms. Trauth asked if business modernization costs will be included in the budget permanently. Ms. DeFilippo confirmed that as the project finalizes LATC will incur maintenance costs which are lower than the costs associated with the project initiation and implementation. Mr. Wreschinsky asked when the project is expected to be fully implemented across DCA. Mr. Nishimine explained that every DCA program is on their own business modernization schedule and shared that LATC benefitted from prior experience of other DCA programs. He further explained, LATC is sharing the costs with the Board and other DCA programs. Ms. DeFilippo confirmed she will provide Ms. Rodriguez with a detailed update of the exact business modernization costs to share with the Committee. Ms. Brief asked if the decision to undergo business modernization was made jointly with the Board. Ms. Rodriguez confirmed it was a joint decision. Ms. Brief asked if it would be possible at this point to slow down the process and potentially reduce expenditures by spreading costs overtime. Ms. Zuniga reminded members that LATC is in a group with other boards and has already signed a contract and agreed to a schedule. She added that DCA tried several years ago to shift all programs to a platform called BreZE to replace the legacy systems, however, cost overruns prompted legislative oversight resulting in a new state process to obtain project approval. She added that all DCA programs are transitioning to a new system and that LATC is partnering with the Board to fund the project. Mr. Bowden reminded members that LATC has historically been self-funded and expressed concern with requesting general fund dollars for business modernization. He added that costs are rising and LATC’s fees have remained the same, therefore, raising licensure fees is the only option. Ms. Landry asked if the Board is facing similar budget issues as LATC. Ms. Zuniga confirmed that the Board recently voted to raise fees to address a budget deficit, primarily due to business modernization. Ms. Landry asked when LATC will be informed of the recommended fee increase amounts. Mr. Nishimine explained that upon completion of the LATC fee study, Budget Office staff will provide various fee levels for the Committee members to consider. Mr. Wreschinsky added that LATC is faced with difficult decisions starting in November when the fee study is reported, and members have an opportunity to address the budget. He asked if a special meeting is needed to address this issue. Ms. Rodriguez explained staff will coordinate with

the Budget Office and determine if a special meeting is necessary depending on the outcome of the fee study.

Stephanie Landregan commented that licensees and candidates should participate in the upcoming budget discussion. She also suggested that LATC expand statutory authority regarding license fees.

D.* Update on the Department of Consumer Affairs (DCA)

Mary Kate Cruz Jones provided an update on behalf of the DCA Executive Office. She shared that the Governor signed Senate Bill 189 on June 30, 2022, which reinstates, through July 1, 2023, the remote meeting provisions of the Bagley-Keene Open Meeting Act that were in place during the pandemic. She added that DCA is requesting that boards continue to track meeting costs and encourages the use of WebEx to allow the public to attend meetings remotely.

Ms. Cruz Jones announced that the first DCA Enlightened Licensing Project Report was issued to all boards and bureaus in May and was designed to streamline and enhance licensing processes by utilizing the knowledge and expertise of subject matter experts within DCA boards and bureaus. She added that DCA Executive Office staff are available by phone and email should members have any questions, comments, or concerns.

F. Program Manager's Report

1. Update on LATC's Administrative/Management, Examination, Licensing, and Enforcement Programs

Trish Rodriguez provided the Committee with a status update on the Business Modernization Project and announced that the first program release is targeted for fall 2022 and will include automation of the Eligibility Application, California Supplemental Examination (CSE) Application, and other applications as permitted. She announced the next Board meeting would be held September 16, 2022.

Ms. Rodriguez reminded members that a new strategic plan was developed in April and announced that DCA SOLID will work with staff to develop an action plan to complete objectives and achieve the goals over the next three years. She shared that LATC plans to hold their next meeting in-person in November.

Ms. Rodriguez noted that a student outreach presentation was conducted remotely on April 14, 2022, for landscape architecture students at the UC Berkeley. She added that the presentation included an overview of LATC, the importance of licensure, and recent regulatory changes expanding pathways to licensure.

Ms. Rodriguez highlighted LATC's recent social media and website activities. She concluded her presentation with an overview of LATC's current rulemaking, examination, and enforcement activity. As part of the update, she shared that the pending rulemaking to adopt California Code of Regulations (CCR) section 2651 (fee waiver) is currently on hold to allow sufficient time to conduct the related fee study and determine LATC's budget needs. Susan Landry asked if any licensees have requested an emergency fee waiver. Ms. Rodriguez replied that LATC staff

have not received any requests for an emergency fee waiver. Mr. Wreschinsky commented that the CSE failure rate is significant for repeat candidates and added that the new business modernization platform should allow staff to further breakdown pass rates. He also noted that Section 4 (Grading, Drainage and Construction Documentation) of the Landscape Architect Registration Examination (LARE) had the highest pass rate in 2021.

2. Discuss and Possible Action on Annual Enforcement Report

Stacy Townsend presented the annual Enforcement Program Report for FY 2021-22 and highlighted that LATC staff continue to process enforcement cases within the goal timeframes outlined by the DCA Consumer Protection and Enforcement Initiative. She directed members to the charts and graphs included in Attachment F.2 of the meeting materials displaying types of complaints received during the last three years and disciplinary actions taken. Ms. Townsend noted that most complaints are related to advertising without a license.

Ms. Landregan addressed Mr. Wreschinsky's earlier comment regarding re-examination pass rates. She opined that LARE re-examination candidates typically do more poorly than first-time test takers possibly due to not appropriately studying for the test.

Ms. Landry asked if LATC staff proactively pursue instances of advertising without a license. Ms. Townsend explained that staff are unable to actively search social media websites to find unlicensed advertising. Ms. Landry asked if websites continue to not be held accountable for allowing unlicensed advertising. Ms. Townsend confirmed LATC staff does not have authority to require social media websites to change their advertising policies.

H. Review and Discuss 2022 Legislation

1. Assembly Bill (AB) 646 (Low) Department of Consumer Affairs: Boards: Expunged Convictions

Ms. Zuniga explained that AB 646 requires all DCA boards that post license revocation information online to either remove the information if the related criminal conviction has been subsequently expunged or post a notification of the expungement order.

2. AB 1662 (Gipson) Licensing Boards: Disqualification from Licensure: Criminal Conviction

Ms. Zuniga explained that AB 1662 would allow prospective licensure candidates to request a pre-application determination as to whether their criminal history would be a cause for denial of a completed application for licensure under Business and Professions Code section 480. She added that this pre-application process would be new for all boards and bureaus.

Mr. Wreschinsky questioned the need for separate legislation when a review of an applicant's criminal history is part of the regular license application process.

Ms. Zuniga responded that the intent of the legislation is to allow individuals to determine eligibility for a license prior to completing the qualifying training.

3. Senate Bill (SB) 1237 (Newman) Licenses: Military Service

Ms. Zuniga explained that SB 1237 makes a small change to existing law to define “active duty” in terms of qualifying for a license fee waiver.

4. SB 1443 (Roth) The Department of Consumer Affairs

Ms. Zuniga explained that SB 1443 would extend the sunset date of both LATC and the Board for an additional year, to January 1, 2025.

I. Discuss and Possible Action on University of California, Los Angeles Extension Landscape Architecture Pilot Low Residency

Ms. Rodriguez explained that LATC has authority to review and approve the UCLA Extension Landscape Architecture Program under CCR section 2620.5 (Requirements for an Approved Extension Certificate Program). She shared that proposed amendments to CCR section 2620.5 were recently approved and will take effect on October 1, 2022. Ms. Rodriguez reminded the members that prior to the last LATC meeting, Ms. Landregan, Director of the UCLA Extension Landscape Architecture Program, provided an update on the program that outlined an ongoing pilot low-residency option which began after shifting to online distanced-learning format in response to the COVID-19 pandemic. Ms. Rodriguez added that no action is required for this agenda item and explained that the recent changes will be evaluated during the next scheduled review of the UCLA Extension Landscape Architecture Program.

Ms. Landregan thanked the Committee for reviewing the Proposal to Adopt the UCLA Pilot Low-Residency Hybrid Extension Certificate Program in Landscape Architecture. She added that the program wanted to expand its reach to accommodate students who were enrolled at UC Berkeley Extension Landscape Architecture Program before it closed and were unable to complete the requirements for an extension certificate.

Ms. Landry asked how many students are currently enrolled in the UCLA Extension Landscape Architecture Program. Ms. Landregan replied there are between 90-100 students enrolled each year and approximately 30 students in each cohort.

Mr. Wreschinsky asked if any other certificate programs within UCLA Extension are focused on qualifying students for a professional license. Ms. Landregan confirmed that one program is approved by the State Bar of California to work as a paralegal and another program prepares students to become a licensed certified public accountant. Mr. Wreschinsky inquired if other certificate programs are changing their model to increase virtual participation for residents throughout California or elsewhere. Ms. Landregan confirmed that the interior design program is currently fully online and does not offer a hybrid format. Mr. Wreschinsky asked if students are entering the landscape architecture certificate program from outside of

California. Ms. Landregan confirmed that a few students from other states have shown interest in the program due to their specific career needs.

J. Review and Possible Action on Draft 2022-2024 Strategic Plan

Ms. Rodriguez reminded the Committee that DCA SOLID updated the LATC Strategic Plan based on the April 8, 2022 LATC Strategic Planning Session for 2022-2024. She added that she worked with Mr. Wreschinsky to confirm the objectives accurately reflect the committee members' discussion. Mr. Bowden and Ms. Trauth agreed that the draft objectives correspond with their discussion.

- **Andrew C. N. Bowden moved to recommend Board approval of the Draft 2022-2024 Strategic Plan.**

Susan M. Landry seconded the motion.

There were no comments from the public.

Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.

K. Discuss and Possible Action on Draft 2022-2024 Strategic Plan Objective to Continue Promoting the Value of the Profession Using Social Media, Specifically Twitter, and Work to Establish a LinkedIn and Instagram Presence to Reach a Greater Audience

Ms. Rodriguez explained that staff established public LATC profiles on both LinkedIn and Instagram, as outlined in Strategic Plan Objective 3.1 (Continue promoting the value of the profession and professional licensure using social media, specifically Twitter, and work to establish a LinkedIn and Instagram presence to reach a greater audience). She shared that the DCA Office of Publications, Design and Editing (PDE) developed graphics for the LATC social media profiles and explained that LATC staff are moving along with the other strategic plan objectives related to social media.

Regarding Agenda Item J (Review and Possible Action on Draft 2022-2024 Strategic Plan), Ms. Trauth suggested additional correspondence with the Board may be needed for Strategic Plan Objective 4.1 (Research the economic and consumer protection impact of re-establishing the Landscape Architects Board or establishing a merged Board with the California Architects Board to provide better representation, strengthen the distinction between the two entities, and increase efficiency).

Mr. Bowden asked about the intent of the presented social media graphics and headlines. Ms. Rodriguez explained that because visuals are helpful and encouraged when posting on social media, LATC staff provided a list of relevant content categories to PDE staff who developed the graphics for use across social media platforms. Mr. Bowden opined that the graphics should be more representative of landscape architecture. Ms. Brief noted that many of the images used depict water loving landscapes and are not reflective of current practice to

address water issues. She offered to assist staff in choosing replacement images that better represent the profession. Ms. Landry agreed that the images should align better with the profession and the font style should match the LATC logo. Mr. Wreschinsky asked the committee members to consider messaging that would help promote the profession and professional licensure.

L. Council of Landscape Architectural Registration Boards (CLARB)

1. Review CLARB September 21-23, 2022, Annual Meeting Agenda

2. Review and Possible Action on 2022 CLARB Board of Directors and Leadership Advisory Council Elections Ballot

Mr. Wreschinsky reminded the Committee that the CLARB Member Boards recently approved the Uniform Standard for Licensure. He added that CLARB encourages licensure candidates to apply to take the national examination and one candidate was recently permitted to take the LARE under California's jurisdiction without completing the required California application and pre-approval process. Ms. Trauth agreed that the examination registration process outlined by CLARB is confusing and could be a disservice to the profession. Ms. Brief recommended that LATC use its online presence to make the application process clearer for prospective licensure candidates. She suggested that the Committee members provide common questions to LATC staff that could be answered through social media content.

Mr. Wreschinsky noted there were not many candidates on the ballot from states with large numbers of licensees and CLARB seems to be moving away from state representation with large licensee populations. Mr. Bowden added that CLARB has had difficulty recruiting individuals for leadership positions.

- **Andrew C. N. Bowden moved to select Lea Ann Macknally for President-Elect, and Ryan Collins and Mark Taylor for Leadership Advisory Council.**

Susan M. Landry seconded the motion.

There were no comments from the public.

Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.

- **Andrew C. N. Bowden moved to approve Jon S. Wreschinsky as delegate and Trish Rodriguez as representative in attendance on the Letter of Delegate Credentials for the 2022 CLARB Annual Meeting.**

Susan M. Landry seconded the motion.

There were no comments from the public.

Members Bowden, Brief, Landry, Trauth, and Chair Wreschinsky voted in favor of the motion. The motion passed 5-0.

M. Review of Future Committee Meeting Dates

Ms. Rodriguez reminded the Committee that the next Board meeting is scheduled for September 16, 2022, and the CLARB Annual Meeting will be held from September 21-23, 2022, in Omaha, Nebraska. Ms. Brief recommended holding the next LATC meeting on Friday, November 4, 2022. Mr. Wreschinsky volunteered to represent LATC at the September 16, 2022, Board meeting.

Mr. Wreschinsky shared that he had been reappointed to the LATC (6/1/22 – 6/1/26). Mr. Jones commended the efforts of the LATC and recommended that the Committee continue to make specific requests directly to the Board, as needed.

N. Adjournment

The meeting adjourned at 1:30 p.m.

** Agenda items for this meeting were taken out of order to accommodate presenters of items. The order of business conducted herein follows the transaction of business.*

**AGENDA ITEM H: PROGRAM MANAGER’S REPORT – UPDATE ON
LATC’S ADMINISTRATIVE/MANAGEMENT,
EXAMINATION, LICENSING, AND ENFORCEMENT
PROGRAMS**

The Program Manager, Trish Rodriguez, will provide an update on the LATC’s Administration/Management, Examination, Licensing, and Enforcement programs.

Attachment

Program Manager’s Report Dated October 1, 2022



MEMORANDUM

DATE	October 1, 2022
TO	Landscape Architects Technical Committee (LATC) Members
FROM	Trish Rodriguez, Program Manager
SUBJECT	Program Manager Report

The following information is provided as an overview of Committee activities and projects as of September 30, 2022.

Administrative/Management

Business Modernization Cohort 2 Project programs consisting of LATC, California Architects Board, Structural Pest Control Board, Cemetery and Funeral Bureau, and the Bureau of Household Goods and Services started the Project on May 16, 2022. The Project is an 18-month duration with incremental releases to the public. The first release is targeted for Winter 2022. The first release build will include automation of the Eligibility Application; additional applications may be added in the first release as capacity permits. Sprints (a short period of time wherein a development team works to complete specific tasks, milestones, and deliverables) 1 – 4 have been completed. Sprint 5 began on October 10, 2022 and will conclude on October 28, 2022. Sprint 6 will commence on October 31, 2022. A total of 6 sprints and a 3-week User Acceptance Testing period are expected before the minimum viable product (MVP) is launched.

California Architects Board The Board held a teleconference meeting on September 16, 2022. The next Board meeting is scheduled for December 9, 2022, at Stanford University.

Committee The Department of Consumer Affairs (DCA) Strategic Organization, Leadership & Individual Development (SOLID) facilitated a strategic planning session on April 8, 2022, to identify objectives for LATC’s next strategic plan (2022-2024). The draft strategic plan was approved by the LATC on August 2, 2022, and Board on September 16, 2022. Staff will work with SOLID to develop an action plan for each objective.

Coronavirus (COVID-19) Vaccination, updated boosters, and access to treatment remain key to protecting our communities. The Centers for Disease Control and Prevention (CDC) recently updated their guidance, and screening testing is no longer recommended in general community settings. Consequently, the California Department of Public Health (CDPH) has amended COVID-19 policies that required weekly testing for unvaccinated individuals. The DCA employee testing program ended on September 15, 2022.

Effective September 23, 2022, the CDPH released the following guidance for the use of face masks, using the federal community COVID-19 levels to inform statewide masking recommendations:

- When community levels are low, CDPH advises those at lower risk for severe illness to wear a mask based on their personal preference and individual level of risk and those at higher risk for severe illness to consider wearing a mask in crowded indoor public places.
- When community levels are medium, CDPH advises those at lower risk for severe illness to consider wearing a mask in crowded indoor public places. Wearing a mask is recommended in crowded indoor public places for those at higher risk for severe illness.
- When community levels are high, CDPH recommends all those at lower risk of severe illness wear a mask in crowded indoor public places and strongly recommends those at higher risk for severe illness to wear a mask in indoor public places.
- Californians at higher risk for severe illness, including people who are unvaccinated, immunocompromised, have certain disabilities or underlying health conditions, should take extra COVID-19 precautions.

Outreach An outreach presentation will be held on October 20, 2022, for students enrolled in a professional practice course at the University of California, Davis. The presentation will be provided in-person and include an overview of LATC’s mandate, Landscape Architects Practice Act, importance of licensure, examination process, and updates to the various education and training pathways to licensure.

Personnel The Assistant Executive Officer position remains vacant.

Social Media LATC has maintained a Twitter account since 2014 that currently has 255 followers. On April 26, 2022, staff established an Instagram account that currently has 46 followers, and a LinkedIn account that has 2 followers. These accounts largely permit the LATC to have active social media participation with the public and professionals.

Training Courses completed by staff July 1-September 30, 2022:

July 18	CalATERS/Travel Expense Claim (TEC) Training (Nicholas Barnhart)
September 7	Creating Accessible Documents using Microsoft Word (Nicholas Barnhart)
September 7	DCA Procurement/Cal-Card Training (Kourtney Nation)

Website On August 4, 2022, links to the LATC social media accounts on Twitter, Instagram, and LinkedIn were posted to the LATC website. The links were added to the top banner for easy accessibility.

On August 15, 2022, the Notice of Approval of Regulatory Action for CCR section 2620.5 (Requirements for an Approved Extension Certificate Program) was posted to the website. This regulatory action is effective October 1, 2022 and will: 1) outline the process for extension certificate program approval, expiration, reauthorization, and extensions of said approval; 2) provide provisions for site reviews; and 3) update the information that shall be provided by the extension certificate program to evaluate the program’s compliance with the regulation.

On September 7, 2022, a brochure titled *Licensing Resources Guide for Military Members and*

Their Families was posted to the website. The brochure was recently developed by DCA's Communication Division to highlight the benefits available to military members and their families.

On September 26, 2022, a "Fraud Alerts" banner was added to the top of the LATC website. The banner links to a list posted by DCA of recently reported scams targeting licensees and/or consumers.

On October 13, 2022, an announcement of upcoming changes to the Landscape Architect Registration Examination (LARE) was posted to the LATC website, on the LARE Candidate Eligibility webpage.

On October 14, 2022, the Notice of Modified Text and the Modified Text for CCR section 2680 (Disciplinary Guidelines) was posted to the LATC website, starting the 15-day comment period. The text for the Disciplinary Guidelines was amended to address OAL's concerns.

Legislative Proposal ***Business and Professions Code (BPC) section 5659 (Inclusion of License Number – Requirement)*** LATC set an objective to educate the different jurisdictional agencies about landscape architecture licensure and its regulatory scope of practice to allow licensees to perform duties prescribed within the regulations. Staff reviewed the Landscape Architects Practice Act and BPC section 460 (Local Government Entities – Powers), which prevents local government entities from prohibiting a licensed professional from engaging in the practice for which they are licensed while also allowing those entities to adopt or enforce local ordinances. Staff worked with DCA legal counsel to add language to section 5659 to coincide with section 460 specifically referencing landscape architects. The proposed additional language would prohibit local jurisdictions from rejecting plans solely based on the fact they are stamped by a licensed landscape architect; however, they could still reject plans based on defects or public protection from the licensee.

Proposed language to amend BPC section 5659 was presented to the LATC on February 5, 2020, and the Board approved the LATC's recommendation at its February 28, 2020, meeting. Staff proceeded with the proposal and submitted it to legislative staff in mid-March 2020, however the bill proposal was late and not accepted. The bill was resubmitted to legislative staff in January 2021 however proposed language in the omnibus bill would delay review for other programs, thus removed. At this time, LATC is planning to resubmit this proposal in the fall to the Senate Business and Professions Committee.

Date	Action Taken
February 28, 2020	Proposed language approved by Board
March 18, 2020	Bill proposal provided to EO for review and submittal
Mid-March 2020	Bill proposal submitted to legislative staff
January 2021	Submitted to the Business, Professions, and Economic Development Committee
March 2021	Resubmitted to Senate Business, Professions, and Economic Development Committee

Regulatory Proposals ***CCR Sections 2611 (Abandonment of Application), 2611.5 (Retention of Candidate Files), and 2616 (Application for Licensure Following Examination)*** LATC approved proposed changes to define the abandonment of an application and provide authority for the retention and purging of candidate files on February 5, 2020. These proposed changes were adopted by the Board on February 28, 2020 and filed with the Secretary of State on December 13, 2021. The regulatory action took effect April 1, 2022.

Staff reviewed all candidate files and identified 864 candidates as inactive for more than five years. On July 29, 2022, notices were mailed to all identified candidates communicating that their files may be purged due to inactivity. Candidates were given six weeks after the mailing of the notice to request that their file be retained for additional time. If no response is received, or if the candidate expresses that they no longer wish to pursue licensure, their candidate file will be purged. Approximately 600 candidate files remain inactive and in the process of being purged according to the regulations.

CCR Section 2614 (Examination Transition Plan) On August 25, 2022, the Council of Landscape Architectural Registration Boards (CLARB) announced changes to the content and structure of the LARE effective December 2023. At its September 16, 2022 meeting, the Board approved proposed regulatory language to establish a plan to grant examination credit, toward the new LARE sections, to candidates who passed sections of the previously administered LARE. The package was submitted to the DCA Legal Affairs Division for initial analysis on September 15, 2022.

Following is a chronology of LATC’s regulatory proposal for CCR section 2614:

Date	Action Taken
September 15, 2022	Proposed regulatory package submitted to DCA Legal Affairs Division for initial analysis
September 16, 2022	Proposed regulatory language approved by Board

CCR Section 2620.5 (Requirements for an Approved Extension Certificate Program) At the December 6, 2018, LATC meeting, the Committee began discussions to address the following in regulation: 1) extension certificate program approval, expiration, reauthorization, and extensions of said approval; 2) possible provisions for site reviews; and 3) the information that shall be provided by the extension certificate program to evaluate the program’s compliance with the regulation.

The Board approved the LATC’s proposed regulatory language at its meeting on June 12, 2019. OAL approved the rulemaking file on August 4, 2022, and the changes took effect on October 1, 2022.

At the December 2, 2020, LATC meeting, the Committee recommend to the Board approval of the extension certificate program within the University of California, Los Angeles effective through December 31, 2025.

Following is a chronology of LATC’s regulatory proposal for CCR section 2620.5:

Date	Action Taken
June 12, 2019	Proposed regulatory language approved by Board
August 4, 2022	Regulatory action approved by OAL and filed with Secretary of State
October 1, 2022	Regulatory action takes effect

CCR Sections 2630 (Issuance of Citations) and 2630.2 (Appeal of Citations) To be more in line with the Board’s procedures for the appeal of citations, staff proposed edits to LATC’s appeal of citations regulation. Additionally, it was advised by legal counsel that additional edits needed to be made to the issuance of citations regulation. Language has been added clarifying the

Board’s existing ability to issue orders of corrections to cease unlawful advertising under BPC section 149, clarifying that the 30-day deadlines are counted as calendar days, amending the appeal of citations process. The proposed language was presented to the LATC on December 2, 2020, and adopted by the Board at its December 11, 2020, meeting. DCA Legal completed their pre-review on April 5, 2021. The package was submitted for Initial Analysis on April 6, 2021. In September 2021, staff worked with DCA Legal on amendments to the package while in the Initial Analysis phase. The amendments made were substantial and were reviewed, and approved, by the Board at its December 10, 2021, meeting. Staff revised the necessary documents and submitted to DCA Legal for review on January 4, 2022. DCA Legal provided feedback for the revised documents which were resubmitted for review on July 15, 2022. Budget approval was received on August 19, 2022, and the regulatory package was submitted to the Director for review on August 22, 2022. The Director approved the package, and it was forwarded to Agency on September 6, 2022. The package was approved by Agency and submitted to OAL on September 12, 2022 to publish Notice of the 45-day comment period beginning September 23, 2022, through November 8, 2022.

Following is a chronology of the regulatory proposal for CCR sections 2630 and 2630.2:

Date	Action Taken
December 11, 2020	Proposed regulatory language approved by Board
March 2, 2021	Proposed regulation package to DCA Legal for pre-review
April 6, 2021	Proposed regulation submitted to DCA Legal for Initial Analysis and Budget Office for approval
December 10, 2021	Proposed amendments approved by the Board
January 4, 2022	Revised regulatory documents provided to DCA Legal for initial analysis
July 15, 2022	Regulatory documents revised and resubmitted to DCA Legal for review
August 19, 2022	Budget approval received
August 22, 2022	Regulatory package provided to Director for review
September 6, 2022	Regulatory package provided to Agency for review
September 12, 2022	Regulatory package submitted to OAL for Notice publication
September 23, 2022	Start of 45-day comment period
November 8, 2022	End of 45-day comment period

CCR Section 2651 (Waiver of Fees for Licensure, Renewal, or Replacement of License Upon Declaration of Emergency) Effective January 1, 2020, section 11009.5 of the Government Code allows state licensing entities to reduce or waive licensing fees for people affected by a proclaimed or declared emergency in the previous year. Licensing programs within DCA may, but are not required to, establish a process for reducing or waiving the licensing fees of those impacted by federal, state, or local emergencies.

In February 2021, staff worked with DCA regulations counsel to draft a regulatory proposal that would implement an emergency fee waiver by adopting CCR, title 16, division 26, article 1, section 2651 Waiver of Fees for Licensure, Renewal, or Replacement of License Upon Declaration of Emergency. The proposed language was adopted by the Board on June 11, 2021. This regulatory package is on hold as LATC conducts a fee study to analyze the fiscal impact to its budget. A budget overview was presented to the LATC on August 2 and an update will be presented on November 4.

Following is a chronology of the regulatory proposal for CCR section 2651:

Date	Action Taken
June 11, 2021	Proposed regulatory language approved by Board
July 6, 2021	Proposed regulation package submitted to DCA Legal for pre-review
November 22, 2021	DCA Legal returned proposed regulation to LATC staff for additional review of fiscal impacts
April 26, 2022	LATC staff met with DCA Budget Office staff to explore fiscal impacts of various waiver types

CCR Section 2680 (Disciplinary Guidelines) As part of the Strategic Plan established by LATC at the January 2013 meeting, LATC set an objective of collaborating with the Board in order to review and update LATC’s *Disciplinary Guidelines*. Staff worked closely with Board staff to update their respective guidelines to mirror each other wherever appropriate.

The rulemaking file was submitted to the DCA Legal Affairs Office for Initial Analysis. During Initial Analysis, DCA Legal Affairs found that additional amendments to the *Disciplinary Guidelines* were necessary. The LATC and Board approved additional amendments to the proposed regulatory language at their meetings on August 4, 2021, and September 10, 2021, respectively. After the Committee’s approval and in anticipation of the Board’s approval, staff revised documents for the regulatory proposal to incorporate the additional amendments and submitted them to DCA Legal for review on August 26, 2021. Revised Economic and Fiscal Impact statement was submitted to DCA Budget Office on January 10, 2022. On March 4, 2022, DCA Legal completed their review and provided edits to the regulatory package for staff review. On March 10, 2022, staff provided the revised documents to DCA Legal to obtain Executive and Agency review. On March 25, 2022, the revised documents were submitted to the Director’s office for review and on April 11, 2022, the documents were provided to Agency and approved on May 5, 2022. The package was submitted to OAL to publish Notice of the 45-day comment period May 20, 2022, through July 5, 2022. No written comments were received. Staff prepared the final documents and submitted to DCA for final review on July 27, 2022. The final regulatory package was approved by the Director on August 1, 2022 and forwarded to Agency. The final regulatory package was submitted to OAL for review on August 11, 2022, and due to concerns from the OAL reviewing attorney regarding License Surrender while on Probation as well as Continuing Education courses and providers. The regulatory package was withdrawn on September 20, 2022. Staff worked with DCA Legal to address the concerns and the 15-day comment period of the modified text commenced on October 14, 2022 and ended on October 31, 2022.

Following is a chronology of LATC’s regulatory proposal for CCR section 2680:

Date	Action Taken
September 10, 2015	Proposed regulatory language to LATC’s Disciplinary Guidelines approved by Board
October 21, 2015	Board staff provided suggested edits to the Board’s Disciplinary Guidelines to DCA Legal for review
November 12, 2015	DCA Legal notified Board staff that the edits to their Disciplinary Guidelines were sufficient and substantive, and would require re-approval by the Board
December 10, 2015	Amended proposed regulatory language to Board’s Disciplinary Guidelines approved by Board
March 15, 2016	Board staff prepared the regulatory package for DCA Legal Affairs Division’s review and approval

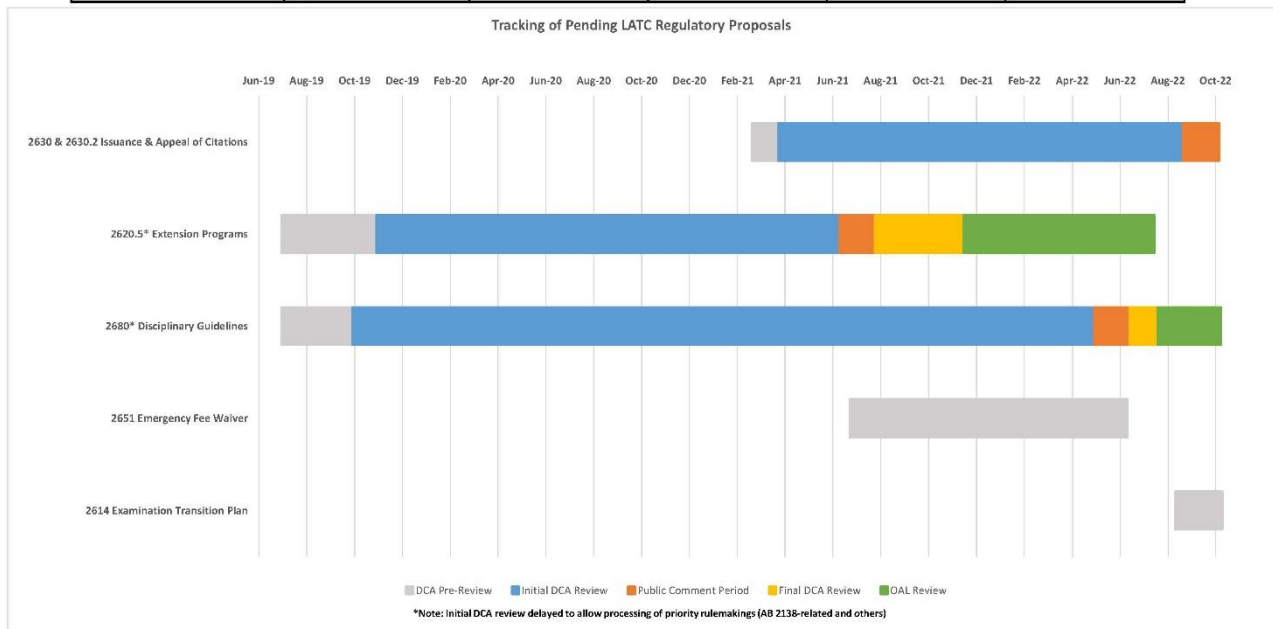
April 8, 2016	DCA Legal Affairs Division advised further substantive changes to the Disciplinary Guidelines were necessary prior to submission to OAL
December 15, 2016	Amended proposed regulatory language of the Board's Disciplinary Guidelines approved by Board
July 13, 2017	Amended proposed regulatory language to LATC's Disciplinary Guidelines based on the Board's Disciplinary Guidelines approved by LATC
September 5, 2017	DCA Legal Affairs Division informed staff that additional substantive changes were necessary for both LATC's and Board's Disciplinary Guidelines
September 7, 2017	Amended proposal of LATC's Disciplinary Guidelines, with additional substantive changes approved by Board
December 7, 2017	Amended proposal for the Board's Disciplinary Guidelines approved by Board; however, the Board requested additional research on its statutory authority to impose fines
May 4, 2018	LATC reviewed proposed regulatory language to LATC's Disciplinary Guidelines, including language on statutory authority to impose fines, and recommended Board approval
June 13, 2018	Proposed regulatory language to LATC's Disciplinary Guidelines approved by Board
February 8, 2019	Revised proposed regulatory language to LATC's Disciplinary Guidelines, due to the passing of AB 2138, approved by LATC
February 27, 2019	Revised proposed regulatory language to both LATC's and Board's Disciplinary Guidelines approved by Board
July 30, 2019	Proposed changes to LATC's Disciplinary Guidelines submitted to DCA Legal for prereview
October 8, 2019	DCA Legal Affairs Division concluded pre-review of LATC's Disciplinary Guideline's regulatory package
October 15, 2019	Proposed regulation package to DCA Legal for initial analysis
April 17, 2020	DCA Budget Office approved Economic and Fiscal Impact Statement (Std. 399)
October 19, 2020	Signed revised Economic and Fiscal Impact Statement (Std. 399) provided to DCA Budget Office
August 4, 2021	The Committee reviewed and approved additional amendments to the Guidelines.
August 26, 2021	Staff submitted revised documents for the regulation package incorporating the additional amendments to DCA Legal. The Board reviewed and approved the additional amendments to the Guidelines.
September 10, 2021	
January 10, 2022	Revised Economic and Fiscal Impact statement provided to DCA Budget Office.
March 10, 2022	Revised documents provided to DCA Legal for Executive and Agency review.
March 25, 2022	Revised documents to the Director's office for review.
April 11, 2022	Revised documents provided to Agency for review and approval.
May 5, 2022	Received Agency approval and package submitted to OAL to publish notice of 45-day comment period.
May 20, 2022	Start of 45-day comment period.
July 5, 2022	End of 45-day comment period.

July 27, 2022 Final regulatory package sent to DCA Legal for review.
 August 1, 2022 Final regulatory package approved by the Director and forwarded to Agency for review.
 August 11, 2022 Final regulatory package submitted to OAL.
 September 20, 2022 Regulatory package withdrawn to address OAL's concerns.
 October 14, 2022 Start 15-day comment period for modified text.
 October 31, 2022 End of 15-day comment period.

Regulation Proposals Tracker This chart allows at-a-glance tracking of the pending regulation packages. Since the August LATC meeting, the regulation package for CCR section 2620.5 (Requirements for an Approved Extension Certificate Program) was approved by OAL and took effect on October 1, 2022. On September 23, 2022, the 45-day public comment period began for the CCR 2630 and 2630.5 (Issuance and Appeal of Citations) regulatory package. Additionally, the regulatory package for CCR 2680 (Disciplinary Guidelines) was withdrawn on September 20, 2022 to address concerns from OAL.

**Landscape Architects Technical Committee
 Status of Pending Regulations**

Regulatory Proposals	DCA Pre-Review			Initial DCA Review			Public Comment Period			Final DCA Review			OAL Review		
	Start Date	Current/End Date	Days	Start Date	Current/End Date	Days	Start Date	Current/End Date	Days	Start Date	Current/End Date	Days	Start Date	Current/End Date	Days
2630 & 2630.2 Issuance & Appeal of Citation	Mar-21	Apr-21	34	Apr-21	Sep-22	524	Sep-22	Nov-22	46			0			0
2620.5* Extension Programs	Jul-19	Nov-19	123	Nov-19	Jun-21	600	Jul-21	Aug-21	46	Sep-21	Dec-21	115	Dec-21	Aug-22	246
2680* Disciplinary Guidelines	Jul-19	Oct-19	92	Oct-19	May-22	961	May-22	Jul-22	46	Jul-22	Aug-22	36	Aug-22	Oct-22	81
2651 Emergency Fee Waiver	Jul-21	Jun-22	359			0			0			0			0
2614 Examination Transition Plan	Sep-22	Oct-22	60			0			0			0			0



LATC EXAMINATION PROGRAM

California Supplemental Examination (CSE). Performance data for the CSE during the current and prior FYs is displayed in the following tables.

CSE Performance by Candidate Type (July 1, 2022 to September 30, 2022)

Candidate Type	Passed	Rate	Failed	Rate	Total
First-time	21	72%	8	28%	29
Repeat	2	50%	2	50%	4
Total	23	70%	10	30%	33

CSE Performance by Candidate Type (FY 21/22)

Candidate Type	Passed	Rate	Failed	Rate	Total
First-time	57	63%	33	37%	90
Repeat	10	29%	24	71%	34
Total	67	54%	57	46%	124

CSE Score Breakdown. Staff worked with the Office of Professional Examination Services (OPES) to update the CSE FAIL score report to include a breakdown of how many points were earned in each of the four content areas: Scope of Project, Program Development, Design Process, Construction Documentation and Administration. Candidates can use this information to obtain a better understanding of what content areas they need to focus on in order to establish minimum standards of competency necessary for practice in California. The updated CSE FAIL score report was implemented on September 1, 2022.

Landscape Architect Registration Examination (LARE). A LARE administration was held August 9-20, 2022. Examination results for all LARE administrations are released by CLARB within six weeks of the last day of administration. The next LARE administration will be held December 5-17, 2022. The application deadline is October 21, 2022.

The pass rates for LARE sections taken by California candidates during the August 9-20, 2022, administration are shown in the following table:

LARE Pass Rates by CA Applicants (August 9-20, 2022)

Section	CA Applicants	Passed	Rate	Failed	Rate
Project and Construction Management	46	25	54%	21	46%
Inventory and Analysis	46	25	54%	21	46%
Design	41	23	56%	18	44%
Grading, Drainage and Construction	42	27	64%	15	36%

Included below are the national pass rates for the LARE sections taken during the August 9-20, 2022 administration:

LARE National Pass Rates (August 9-20, 2022)

Section	CA Applicants	Pass Rate	National Applicants	Pass Rate	▲ %
Project and Construction Management	46	54%	281	58%	-4%
Inventory and Analysis	46	54%	291	64%	-10%

Design	41	56%	272	57%	-1%
Grading, Drainage and Construction	42	64%	238	70%	-6%

▲ % is the difference in the California and national (CLARB) pass rates.

CA Versus National LARE Pass Rates (2018 to 2021)

California and national pass rates for LARE sections taken in 2021 are shown in the following table:

Section	CA Applicants	Pass Rate	National Applicants	Pass Rate	▲ %
Project and Construction Management	158	60%	1,013	61%	-1%
Inventory and Analysis	192	49%	1,076	60%	-11%
Design	186	51%	1,036	57%	-6%
Grading, Drainage and Construction	149	53%	966	62%	-9%

▲ % is the difference in the California and national (CLARB) pass rates.

California and national pass rates for LARE sections taken in 2020 are shown in the following table:

Section	CA Applicants	Pass Rate	National Applicants	Pass Rate	▲ %
Project and Construction Management	138	62%	877	64%	-2%
Inventory and Analysis	122	57%	850	66%	-9%
Design	94	63%	778	66%	-3%
Grading, Drainage and Construction	98	60%	769	65%	-5%

▲ % is the difference in the California and national (CLARB) pass rates.

California and national pass rates for LARE sections taken in 2019 are shown in the following table:

Section	CA Applicants	Pass Rate	National Applicants	Pass Rate	▲ %
Project and Construction Management	176	66%	1,019	68%	-2%
Inventory and Analysis	208	54%	1,154	70%	-16%
Design	182	60%	1,149	65%	-5%
Grading, Drainage and Construction	156	60%	1,123	65%	-5%

▲ % is the difference in the California and national (CLARB) pass rates.

California and national pass rates for LARE sections taken in 2018 are shown in the following table:

Section	CA Applicants	Pass Rate	National Applicants	Pass Rate	▲ %
Project and Construction Management	220	66%	1,187	71%	-5%
Inventory and Analysis	200	62%	1,172	68%	-6%
Design	181	62%	1,169	64%	-2%
Grading, Drainage and Construction	191	69%	1,156	69%	0%

▲ % is the difference in the California and national (CLARB) pass rates.

CLARB 2022 Job/Task Analysis In late January 2022, CLARB launched its Job Task Analysis (JTA). Conducted every 5-7 years as a survey, a JTA of the practice of landscape architecture ensures what is tested on the Landscape Architect Registration Examination (LARE) accurately reflects the knowledge and skills required to practice as a licensed professional. The JTA is used in the development of LARE content and to create the next LARE blueprint. On January 18, 2022, CLARB invited a representative from the LATC to participate in a 2023 work group to

evaluate the outcomes of the JTA and to determine how the outcomes may influence refinements to the experience required for licensure. Jon S. Wreschinsky was appointed to the work group at the April 7, 2022, LATC meeting. In August 2022, CLARB concluded its JTA. The findings from this JTA resulted in changes to the content and structure of the LARE. Beginning in December 2023, a new LARE blueprint will go into effect. The last administration of the current LARE will be in August 2023.

The new LARE blueprint will include the following four sections:

- Inventory, Analysis, and Project Management
- Planning and Design
- Construction Documentation and Administration
- Grading, Drainage, and Stormwater Management

The table below displays equivalency for current LARE sections to the new LARE blueprint.

Current LARE Section	Equivalent to	New LARE Section
Section 2	→	Inventory, Analysis, and Project Management
Section 3	→	Planning and Design
Sections 1 AND 4	→	Construction Documentation and Administration
Section 4	→	Grading, Drainage, and Stormwater Management

CLARB has advised all candidates who have completed Section 1 to also complete Section 4 prior to or during the August 2023 administration, which will be the final administration using the current LARE blueprint. They also recommended that those who have completed Section 4 should complete Section 1 in this same timeframe

LATC ENFORCEMENT PROGRAM

Enforcement Actions

Patton, Jake (Culver City) - The Board issued a one-count citation that included a \$1,000 administrative fine to Jake Patton, an unlicensed individual, for alleged violations of Business and Professions Code (BPC) section 5640 (Unlicensed Person Engaging in Practice - Sanctions). The action alleged that Patton provided services for a project not described in BPC section 5641 (Chapter Exceptions, Exemptions) as an exempt project without a valid, unrevoked license. The citation became final on July 7, 2022.

Kathleen McKernin (Los Angeles) - The Board issued a two-count citation that included a \$2,000 administrative fine to Kathleen McKernin, landscape architect license number LA 5630, for alleged violations of Business and Professions Code section 5616 (Landscape Architecture Contract-Contents, Notice Requirements) and California Code of Regulations, title 16, section 2670, subsection (a)(2) (Rules of Professional Conduct-Competence). The action alleged that McKernin failed to include all requirements in the executed contract for a project and provided design plans that did not comply with City laws, codes, and/or regulations potentially causing monetary damage to the client. McKernin paid the fine, satisfying the citation. The citation became final on September 19, 2022.

<u>Enforcement Statistics</u>	<u>Current Quarter</u> July-Sept 2022	<u>Prior Quarter</u> Apr-June 2022	<u>FYTD</u> 22/23	<u>5-FY Avg</u> 2017/18- 2021/22
Complaints				
Received/Opened (Reopened):	5 (0)	7 (0)	5 (0)	35 (0)
Closed:	9	9	9	36
Average Days to Close:	134 days	107 days	134 days	102 days
Pending:	6*	11*	6*	10
Average Age (Pending):	87 days*	102 days*	87 days	103 days
Citations				
Issued:	2	2	2*	1
Pending:	1*	1*	1*	0
Pending AG: †	0*	0*	0*	0
Final:	2	1	1	1
Disciplinary Actions				
Pending AG:	0*	0*	0*	0
Pending DA:	0*	0*	0*	0
Final:	0	0	0	0
Settlement Reports (§5678)**				
Received/Opened:	1	0	0	2
Closed:	0	0	0	1
Pending:	1*	0*	1*	1

* Calculated as a quarterly average of pending cases.

** Also included within "Complaints" information.

† Also included within "Pending Citations"

AGENDA ITEM I: COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

Summary

On August 25, 2022, the Council of Landscape Architectural Registration Boards (CLARB) announced changes to the content and structure of the Landscape Architect Registration Examination (LARE) effective December 2023 (Attachment I).

Action Requested

None

Attachment

LARE Structure (As of December 2023)

CLARB

1900 Reston Metro Plaza
Suite 600
Reston, Virginia 20190

571.432.0332
www.clarb.org

Attachment I

L.A.R.E. Structure (As of December 2023)

In early 2022, CLARB conducted a Job/Task Analysis (JTA) which is a scientific study of the profession that ensures the content of the Landscape Architect Registration Examination (L.A.R.E) remains legally defensible and relevant. The JTA results are also used to defend the legal scope of landscape architectural practice.

The results of the survey determine the tasks that are performed most often, are most important and subsequently instill the knowledge required at the initial point of licensure; thus, the survey results form the basis of the L.A.R.E. The findings from this JTA have resulted in changes to the content and structure of the L.A.R.E.

Beginning in December 2023, a new L.A.R.E. blueprint will go into effect. The L.A.R.E. will remain unchanged through August 2023.

New section titles, along with aligned content, will be the structure of the L.A.R.E. for all candidates testing as of December 2023.

All candidates will still be required to complete the four-section L.A.R.E. as part of their licensure requirements. The image below displays equivalency for current sections (1, 2, 3, 4) to the new blueprint.

NOTE: CLARB advises all candidates who have completed Section 1 to also complete Section 4 prior to or during the August 2023 administration, which will be the final administration using the current exam blueprint. It is also recommended that those who have completed Section 4 should complete Section 1 in this same timeframe.

2023 L.A.R.E. Transition Chart		
<u>Passed by August 2023</u>		<u>Credit Received</u>
Section 2	=	Inventory, Analysis, and Project Management
Section 3	=	Planning and Design
Sections 1 AND 4	=	Construction Documentation and Administration
Section 4	=	Grading, Drainage, and Stormwater Management

Inventory, Analysis, and Project Management

90 scored items and 10 pretest items consisting of advanced-item types, multiple-choice, and multiple-response questions; 3 hours seat time

Project Management: 7%	Inventory and Data Collection: 21%	Stakeholder Engagement Process: 14%	Physical Analysis: 39%	Contextual Analysis: 19%
<ul style="list-style-type: none"> Develop and Manage Design Contracts Select and Manage Design Team Determine and Manage Design Scope, Schedule, and Budget 	<ul style="list-style-type: none"> Collect Related Policy Documents (e.g., municipal planning documents, proposed and existing land use maps, FEMA, EPA, stormwater management policies) Assimilate Information from Previous Planning Processes Conduct Onsite Investigation and Fieldwork Document Site Data Identify Adjacent Land Use Collect Contextual Data (e.g., natural systems, road networks, demographics, cultural and historical) Research Codes, Ordinances, and Permitting Requirements (e.g., site/project specific requirements) 	<ul style="list-style-type: none"> Identify Stakeholders Coordinate with Governing Bodies Support Public Participation Process (e.g., consult with clients, summarize feedback, communicate deliverables) Evaluate Design Based on Feedback Obtain Public and Private Approvals 	<ul style="list-style-type: none"> Determine Appropriate Types of Analyses Perform Vegetation Analysis Interpret and Review Soils and Geology (e.g., geotechnical, geology, soil map, soil characteristics) Perform Topographical Analysis (e.g., slope analysis) Identify Physical Opportunities and Constraints Perform Utility Analysis (e.g., capacity, availability, proximity, suitability) Analyze Existing Environmental Variables (e.g., contamination, erosion, air quality, water quality, micro-climate) Perform Circulation Analysis (e.g., multi-modal, access, non-motorized, connectivity) Perform Visual Resource Analysis (e.g., view sheds, view corridors, aesthetics) Perform Hydrological Analysis (e.g., floodplain, site drainage, water shed, surface, sub-surface) Review Ecological Analysis (e.g., habitat, biodiversity, ecosystems) 	<ul style="list-style-type: none"> Anticipate Impacts of Future Developments Identify Contextual Constraints and Opportunities Confirm Appropriate Use Conduct Code Compliance Review

Planning and Design

85 scored items and 10 pretest items consisting of advanced-item types, multiple-choice, and multiple-response questions; 3 hours seat time

Stewardship and Design Principles: 17%	Master Planning: 33%	Schematic Design: 28%	Design Development: 22%
<ul style="list-style-type: none"> Plan for Sustainability Plan for Climate Resiliency Plan for Environmental and Social Equity Recognize Historical and Cultural Significance 	<ul style="list-style-type: none"> Formulate Planning Goals (e.g., vision) Prepare Project Program (including budget) Synthesize Site Analysis Establish Opportunities and Constraints Determine Appropriate Land Use Develop Master Plan (e.g., conceptual plans, planning high level program elements, community planning, determine planning strategies) Evaluate Planning Scenarios Produce Planning Documents (e.g., land use, parks, open space, regional, historic, site master, corridor, blueways, greenways) Establish Design Guidelines Develop Phasing Plan Communicate Planning Outcomes 	<ul style="list-style-type: none"> Develop Design Intent Create the Basis for Design Prepare Functional Diagram Produce Conceptual Diagram Develop Schematic Designs Evaluate Design Alternatives Refine Selected Alternatives Produce Graphics, Illustrations, and Diagrams 	<ul style="list-style-type: none"> Refine Design Elements (e.g., material, circulation, lighting, utilities, planting) Determine Maintenance Implications Collaborate on the Design of Irrigation Systems (e.g., water conservation, sustainability, low water, gray water) Identify Required Approvals (e.g., regulatory permitting) Develop Opinion of Probable Costs (e.g., schematic, design development, revisions) Evaluate Value Engineering Alternatives Demonstrate Understanding of Legal Liabilities

Construction Documentation and Administration

90 scored items and 10 pretest items consisting of advanced-item types, multiple-choice, and multiple-response questions; 3 hours seat time

Construction Plans and Details: 50%	Construction Specifications and Bidding: 20%	Construction Administration: 30%
<ul style="list-style-type: none">• Identify Required Plan Sheets• Produce Existing Conditions and Demolition Plan• Produce Protection and Mitigation Plan• Produce Layout and Materials Plan (e.g., site furnishings)• Produce Planting Plans and Details• Create Details, Elevations, and Sections (e.g., walls, pavements, structures, specialty features, green roofs, drainage details)• Collaborate on Supplemental Plans (e.g., lighting, irrigation, playground, wayfinding)• Develop General Notes, Schedules, and Legends• Comply with Code Requirements and Dimensional Standards• Perform QA/QC Activities	<ul style="list-style-type: none">• Develop Project Manual and Front-End Specifications• Establish Bid Requirements• Write Technical Specifications• Facilitate Bid Process (e.g., bid forms, meetings, delivery process)• Respond to Bidders' Questions and Prepare Addenda	<ul style="list-style-type: none">• Conduct Pre-Construction Activities (e.g., walk-through, meetings)• Respond to RFIs• Manage Construction Contract (e.g., budget items, change orders, bulletins, purchase requests, change directives)• Review Submittals (e.g., shop drawings, materials submittal, product submittals, substitutions, mock-ups)• Conduct Site Observations and Field Reports• Perform Project Close-Out (e.g., punch-list, substantial completion, guarantee period, final completion)• Perform Construction Project Management (e.g., roles and responsibilities, liabilities, scope, schedule, coordination with other disciplines, coordination with owner)

Grading, Drainage, and Stormwater Management

70 scored items and 10 pretest items consisting of advanced-item types, multiple-choice, and multiple-response questions; 3 hours seat time

Stormwater Management: 39%	Grading and Earthwork: 44%	Drainage Systems: 17%
<ul style="list-style-type: none">• Determine Watershed Area• Determine Stormwater Management System• Determine Pervious and Impervious Areas• Develop Sustainable Water Quality Practices• Select Surface and Sub-Surface BMPs• Select Building-Systems BMPs (e.g., Green Roofs, Blue Roofs, Brown Roofs, Green Walls, Water Harvesting/Cisterns, Gray Water)• Develop Erosion and Sedimentation Control Plan• Obtain Approvals and Permits	<ul style="list-style-type: none">• Adhere to Accessibility Standards• Produce Large-Scale Grading Design (e.g., site, landforms, mass-grading, conceptual, preliminary)• Produce Detailed Grading Design (e.g., place spot elevations, roadway profile, sidewalk profile, plaza)• Review Grading Design (e.g., review grading alternatives, evaluate for inconsistencies)	<ul style="list-style-type: none">• Prepare Drainage Plan and Profile (e.g., design/create a plan or profile)• Design and Select Drainage Components (e.g., types of drains, selecting the appropriate components)• Review Drainage Plans (e.g., evaluate existing design or design alternatives)

AGENDA ITEM I.1: UPDATE ON CALIFORNIA CODE OF REGULATIONS (CCR) TITLE 16, DIVISION 26, ARTICLE 1, SECTION 2614 (EXAMINATION TRANSITION PLAN)

Summary

On September 16, 2022, the California Architects Board (Board) approved amendments to CCR section 2614 (Examination Transition Plan) to establish a plan to grant examination credit, toward the new Landscape Architect Registration Examination (LARE) sections, to candidates who passed sections of the previously administered LARE (Attachment I.1).

In accordance with the transitional credit allowances established by the Council of Landscape Architectural Registration Boards (CLARB), candidates must pass LARE Section 1 (Project and Construction Management) and LARE Section 4 (Grading, Drainage and Construction Documentation) to receive transitional credit for the new LARE section “Construction Administration and Documentation”.

Action Requested

None

Attachment

Proposed Regulatory Language to amend CCR, title 16, section 2614 (Examination Transition Plan), approved by the Board on September 16, 2022

CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
PROPOSED REGULATORY LANGUAGE

Legend:	Additions are shown in <u>underline</u> . Deletions are shown in strikethrough
----------------	--

Amend Section 2614 in Article 1 of Division 26 of Title 16 of the California Code of Regulations as follows:

§ 2614. Examination Transition Plan

- (a) A candidate who has received Board credit for any section of the Uniform National Examination for Landscape Architects (hereafter UNE) shall be given credit for those sections as those sections correspond to the 1992 Landscape Architect Registration Examination (hereafter LARE) sections in accordance with the following transition chart:

Previous Sections Passed UNE	Credit to 1992 LARE
Section 1 - Professional Practice	Section 1 - Legal and Administrative Aspects of Practice
Section 2 - Design	Section 2 - Programming and Environmental Analysis Section 3 - Conceptualization Section 4 - Design Synthesis
Section 4 - Design Implementation	Section 5 - Integration of Technical and Design
Section 5 - Grading and Drainage	Section 6 - Grading and Drainage
Section 6 - California Section	Section 8 - California Section

- (b)(1) A candidate who has received Board credit for any section of the 1992 LARE shall be given credit for those sections as those sections correspond to sections of the Professional Examination for Landscape Architects (hereafter PELA) in accordance with the following transition chart:

Previous Sections Passed 1992 LARE	Credit To PELA
Section 1: Legal and Administrative Aspects of Practice Section 2: Programming and Environmental Analysis Section 7: Implementation of Design	Section 1: Objective
Section 4: Design Synthesis	Section 2: Design
Section 5: Integration of Technical Design Section 6: Grading and Drainage	Section 3: Construction Documents
Section 8: California Section	Section 4: California Section

(2) A candidate who is transferring credit from the UNE or 1992 LARE to the PELA and has not previously received Board credit for Section 8 (California) of the LARE shall be required to take and pass either Section 1 (Objective) or Section 4 (California) of the PELA. A candidate who has been granted transfer credit from the LARE to Section 1 of the PELA may not apply such transfer credit to fulfill his or her requirement to have passed the California Section of the PELA.

(c)(1) A candidate who has received Board credit for any section of the PELA shall be given credit for the corresponding sections of the 1997 through 1998 LARE and the California Section in accordance with the following transition chart:

Previous Sections Passed PELA	Credit to 1997 through 1998 LARE and California Section
Section 1 - Objective Section 1 - Legal and Administrative	<u>Section 1 - Legal and Administrative Aspects of Practice,</u> Section 2 (7) - Analytical and Technical Aspects of Practice, and California Section

Section 2 - Design	Section 3 - Conceptualization and Communication Section 4 - Design Synthesis
Section 3 - Construction Documents	No Transition Credit
Section 4 - California Section	California Section
No Transition Credit	Section 5 - Integration of Technical and Design Requirements Section 6 - Grading and Drainage

(2) To receive Board credit for Section 2 (7) – Analytical and Technical Aspects of Practice of the 1997 through 1998 LARE, a candidate shall either have passed Section 1 – Objective of the PELA or have received credit for both Section 2 – Programming and Environmental Analysis and Section 7 – Implementation of Design Through the Construction Process of the pre-1997 LARE, either by having previously passed those sections of the pre-1997 LARE or by having received transition credit from the UNE.

(d)(1) A candidate who has received credit for any section of the LARE which was administered on or before December 31, 1998 shall be given credit for the corresponding sections of the LARE administered on or after June 1999 in accordance with the following transition chart:

Previous Sections Passed 1998 and Prior LARE	Credit to June 1999 through 2005 LARE
Section 1 - Legal and Administrative Aspects of Practice	Section <u>A</u> - Legal and Administrative Aspects of Practice
Section 2 - Analytical and Technical Aspects of Practice	Section B - Analytical Aspects of Practice
Section 3 - Conceptualization and Communications; and Section 4 - Design Synthesis	Section C - Planning and Site Design

Section 5 - Integration of Technical and Design Requirements	Section D - Structural and Materials and Methods of Construction
Section 6 - Grading and Drainage	Section E - Grading, Drainage and Stormwater Management

(2) A candidate shall receive credit for Section C of the LARE administered on or after June 1999 only if the candidate has passed both Sections 3 and 4 of the LARE administered on or before December 31, 1998. A candidate who has passed either Section 3 or 4 of the LARE administered on or before December 31, 1998, but not both, shall be required to pass Section C of the LARE administered on or after June 1999.

(e) Effective April 2006 the LARE was reformatted and the sections renamed. Credits and conversions provided for the June 1999 through June 2005 sections remain:

Previous Sections Passed June 1999-2005 LARE	Credit to April 2006 and thereafter LARE
Section A - Legal and Administrative Aspects of Practice	Section A - Project and Construction Administration
Section B - Analytical Aspects of Practice	Section B - Inventory, Analysis and Program Development
Section C - Planning and Site Design	Section C - Site Design
Section D - Structural and Materials and Methods of Construction	Section D - Design and Construction Documentation
Section E - Grading, Drainage and Stormwater Management	Section E - Grading, Drainage and Stormwater Management

(f)(1) In 2012, the LARE was restructured from five sections to four and the sections renamed.

(2) A candidate who has received credit for any section of the five-section LARE shall be given credit for the corresponding sections of the four-section LARE in accordance with the following transition chart:

Previous Sections Passed of the Five-Section LARE	Credit to the Four-Section and thereafter LARE
Section A Project and Construction Administration	Section 1 Project and Construction Administration
Section B Inventory, Analysis and Program Development	Section 2 Inventory and Analysis
Section C Site Design; and Section D Design and Construction Documentation	Section 3 Design
Section D Design and Construction Documentation; and Section E Grading, Drainage and Stormwater Management	Section 4 Grading, Drainage and Construction Documentation

(3) A candidate shall receive credit for Section 3 of the four-section LARE only if the candidate has passed both Sections C and D of the previous five-section LARE. A candidate who has passed either Section C or D of the prior five-section LARE, but not both, shall be required to pass Section 3 of the four-section LARE.

(4) A candidate shall receive credit for Section 4 of the four-section LARE only if the candidate has passed both Sections D and E of the previous five-section LARE. A candidate who has passed either Section D or E of the prior five-section LARE, but not both, shall be required to pass Section 4 of the four-section LARE.

(g) (1) In 2023, the LARE will be restructured and the sections renamed.

(2) A candidate who has received credit for any section of the LARE which was administered on or before August 2023 shall be given credit for the corresponding sections of the LARE administered on or after December 1, 2023 in accordance with the following transition chart:

<u>Previous Sections Passed 2012- August 2023 LARE</u>	<u>Credit to December 2023 and thereafter LARE</u>
<u>Section 2 Inventory and Analysis</u>	<u>Inventory, Analysis, and Project Management</u>
<u>Section 3 Design</u>	<u>Planning and Design</u>
<u>Section 1 Project and Construction Administration; and Section 4 Grading, Drainage and Construction Documentation</u>	<u>Construction Documentation and Administration</u>
<u>Section 4 Grading, Drainage and Construction Documentation</u>	<u>Grading, Drainage, and Stormwater Management</u>

(3) A candidate shall receive credit for the “Construction Documentation and Administration” section the LARE only if the candidate has passed both Sections 1 and 4 of the previous LARE. A candidate who has passed either Section 1 or 4 of the prior LARE, but not both, shall be required to pass the “Construction Documentation and Administration” section of the LARE.

NOTE: Authority cited: Section 5630, Business and Professions Code;
Reference: Sections 5650 and 5651, Business and Professions Code.

AGENDA ITEM I.2: DISCUSS AND POSSIBLE ACTION ON PROPOSED REGULATORY LANGUAGE TO AMEND CCR SECTION 2615 (FORM OF EXAMINATIONS)

Summary

In accordance with the transitional credit allowances established by the Council of Landscape Architectural Registration Boards (CLARB), candidates must pass LARE Section 1 (Project and Construction Management) and LARE Section 4 (Grading, Drainage and Construction Documentation) to receive transitional credit for the new LARE section “Construction Administration and Documentation” beginning December 2023.

Around 200 California candidates have qualified for early entrance to current LARE Sections 1 (Project and Construction Management) and 2 (Inventory and Analysis), in accordance with CCR section 2615 (Form of Examinations). Candidates pursuing this path are required to complete two years of training experience before taking current LARE Sections 3 (Design) and 4 (Grading, Drainage and Construction Documentation). These California candidates may not have sufficient time to complete the required training experience before the LARE transition in December 2023. It is possible that some candidates who have passed current LARE Section 1 will need to retest if they are unable to meet the training experience requirement and pass current LARE Section 4 prior to the LARE transition in December 2023.

To provide these California candidates additional opportunities to pass LARE Section 4 prior to implementation of the new LARE sections, LATC staff worked with the LATC Chair and DCA Regulations Counsel to prepare the attached Proposed Emergency Regulatory Language amending CCR section 2615. The proposal would allow California candidates who are eligible for LARE Sections 1 and 2 to also take LARE Section 4, prior to obtaining qualifying training experience credit (Attachment I.2.1). As outlined in the proposal, this temporary allowance would end on September 1, 2023.

To further prepare for the LARE transition in December 2023, staff prepared an additional regulatory proposal that would go into effect on September 1, 2023 (Attachment I.2.2). This proposal would remove the provision allowing candidates to take Sections 1 and 2 of the LARE upon graduation and prior to obtaining training experience. The proposal would instead require all licensure candidates to obtain six years of education and/or training experience before taking any section of the new LARE format. Candidates may earn credit toward the six-year experience requirement in accordance with CCR section 2620 (Education and Training Credits).

Action Requested

The Committee is asked to consider a motion to recommend to the Board approval of the attached Proposed Regulatory Language to amend 16 CCR section 2615 (Form of Examinations), and if there are no adverse comments received during the 5-day public comment period, delegate to the Executive Officer the authority to make any technical or non-substantive changes that may be required in completing the rulemaking file and to adopt the Proposed Emergency Regulatory Language.

Attachments

1. Proposed Emergency Regulatory Language to amend CCR section 2615 (Form of Examinations)
2. Proposed Regulatory Language to amend CCR section 2615 (Form of Examinations) – Effective September 1, 2023

CALIFORNIA ARCHITECTS BOARD

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

PROPOSED EMERGENCY REGULATORY LANGUAGE

<p>Legend: Additions are shown in <u>underline</u>. Deletions are shown in strikethrough</p>
--

Amend Section 2615 in Article 1 of Division 26 of Title 16 of the California Code of Regulations as follows:

§ 2615. Form of Examinations

(a)(1) A candidate who has a combination of six years of education and training experience as specified in section 2620 shall be eligible and may apply for the Landscape Architect Registration Examination.

(2) Notwithstanding subdivision (a)(1), a candidate who has a degree from an accredited program in landscape architecture in accordance with section 2620(a)(1) or an extension certificate in landscape architecture from a Board-approved school in accordance with section 2620(a)(7) shall be eligible and may apply for Sections 1 and 2 of the Landscape Architect Registration Examination (LARE), and such candidates, from January 1, 2023 through September 1, 2023, shall be eligible and may apply for Section 4 of the LARE. From January 1, 2023 through September 1, 2023- ~~§ such candidates shall not be eligible for Sections 3 and 4 of the LARE until the candidate has a combination of six years of education and training experience as specified in section 2620-, and after September 1, 2023, such candidates shall not be eligible for Sections 3 and 4 of the LARE until the candidate has a combination of six years of education and training experience as specified in section 2620.~~

A candidate's score on the LARE shall not be recognized in this State if at the time the candidate took the LARE, the candidate was not eligible in accordance with California laws and regulations for the examination or sections thereof.

(b) A candidate shall be deemed eligible and may apply for the California Supplemental Examination upon passing all sections of the Landscape Architect Registration Examination.

(c) All candidates applying for licensure as a landscape architect shall pass all sections of the Landscape Architect Registration Examination or a written examination substantially equivalent in scope and subject matter required in California, as determined by the Board, and the California Supplemental Examination subject to the following provisions:

- (1) A candidate who is licensed as a landscape architect in a U.S. jurisdiction, Canadian province, or Puerto Rico by having passed a written examination substantially equivalent in scope and subject matter required in California as determined by the Board shall be eligible for licensure upon passing the California Supplemental Examination.
- (2) A candidate who is not a licensed landscape architect and who has received credit from a U.S. jurisdiction, Canadian province, or Puerto Rico for a written examination substantially equivalent in scope and subject matter required in California shall be entitled to receive credit for the corresponding sections of the Landscape Architect Registration Examination, as determined by the Board, and shall be eligible for licensure upon passing any remaining sections of the Landscape Architect Registration Examination and the California Supplemental Examination.

NOTE: Authority cited: Section 5630, Business and Professions Code.
Reference: Section 5651, Business and Professions Code.

CALIFORNIA ARCHITECTS BOARD

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

PROPOSED REGULATORY LANGUAGE

<p>Legend: Additions are shown in <u>underline</u>. Deletions are shown in strikethrough</p>
--

Amend Section 2615 in Article 1 of Division 26 of Title 16 of the California Code of Regulations as follows:

§ 2615. Form of Examinations

(a) ~~(1)~~ A candidate who has a combination of six years of education and training experience as specified in section 2620 shall be eligible and may apply for the Landscape Architect Registration Examination (LARE).

~~(2) Notwithstanding subdivision (a)(1), a candidate who has a degree from an accredited program in landscape architecture in accordance with section 2620(a)(1) or an extension certificate in landscape architecture from a Board-approved school in accordance with section 2620(a)(7) shall be eligible and may apply for Sections 1 and 2 of the Landscape Architect Registration Examination (LARE), and such candidates, from January 1, 2023 through September 1, 2023, shall be eligible and may apply for Section 4 of the LARE. From January 1, 2023 through September 1, 2023, such candidates shall not be eligible for Section 3 of the LARE until the candidate has a combination of six years of education and training experience as specified in section 2620, and after September 1, 2023, such candidates shall not be eligible for Sections 3 and 4 of the LARE until the candidate has a combination of six years of education and training experience as specified in section 2620.~~

A candidate's score on the LARE not be recognized in this State if at the time the candidate took the LARE, the candidate was not eligible in accordance with California laws and regulations for the examination or sections thereof.

(b) A candidate shall be deemed eligible and may apply for the California Supplemental Examination upon passing all sections of the ~~Landscape Architect Registration Examination~~ LARE.

(c) All candidates applying for licensure as a landscape architect shall pass all sections of the ~~Landscape Architect Registration Examination~~ LARE or a written examination substantially equivalent in scope and subject matter required in California, as determined by the Board, and the California Supplemental Examination subject to the following provisions:

- (1) A candidate who is licensed as a landscape architect in a U.S. jurisdiction, Canadian province, or Puerto Rico by having passed a written examination substantially equivalent in scope and subject matter required in California as determined by the Board shall be eligible for licensure upon passing the California Supplemental Examination.

- (2) A candidate who is not a licensed landscape architect and who has received credit from a U.S. jurisdiction, Canadian province, or Puerto Rico for a written examination substantially equivalent in scope and subject matter required in California shall be entitled to receive credit for the corresponding sections of the ~~Landscape Architect Registration Examination~~ LARE, as determined by the Board, and shall be eligible for licensure upon passing any remaining sections of the ~~Landscape Architect Registration Examination~~ LARE and the California Supplemental Examination.

NOTE: Authority cited: Section 5630, Business and Professions Code.
Reference: Section 5651, Business and Professions Code.

AGENDA ITEM J: DISCUSS AND POSSIBLE ACTION ON MODIFIED PROPOSED REGULATORY LANGUAGE TO AMEND CCR TITLE 16, DIVISION 26, ARTICLE 1, SECTION 2680 (DISCIPLINARY GUIDELINES)

Summary

On August 11, 2022, the final regulatory package to amend CCR section 2680 was submitted to the Office of Administrative Law (OAL) for review. Due to concerns from the OAL reviewing attorney regarding license surrender while on probation as well as continuing education courses and providers, the regulatory package was withdrawn on September 20, 2022. Staff worked with DCA Legal to address the concerns and issue a 15-day Notice of Modified Text. The public comment period on the Modified Text commenced on October 14, 2022 and ended on October 31, 2022.

Action Requested

If no public comments were received:

The Committee is asked to consider a motion to recommend to the Board approval of the proposed Modified Text to amend 16 CCR section 2680, and if there were no adverse comments received during the 15-day public comment period, delegate to the Executive Officer the authority to make any technical or non-substantive changes that may be required in completing the rulemaking file and to adopt the proposed Second Modified Text.

If public comments were received:

The Committee is asked to consider a motion to recommend to the Board approval of the proposed Modified Text to amend 16 CCR section 2680, to review the public comments received and adopt the proposed responses to comments, and delegate to the Executive Officer the authority to make any technical or non-substantive changes that may be required in completing the rulemaking file.

Attachment

Modified Text to amend CCR, title 16, section 2680 (Disciplinary Guidelines)

Start Face Page:

Landscape Architects Technical Committee
Disciplinary Guidelines and Model Orders
(Revised OAL to insert year [202 1])



Landscape Architects Technical Committee
2420 Del Paso Road, Suite 105
Sacramento, CA 95834
Phone: (916) 575-7230
www.latc.ca.gov

End Face Page

TABLE OF CONTENTS

I. INTRODUCTION	[*]1
II. GENERAL CONSIDERATIONS	[*]
A. Citations	[*]
B. Proposed Decisions – General Considerations	[*]
C. Stipulated Settlements.....	[*]
D. Cost Reimbursement	[*]
E. Criteria to be Considered.....	[*]
F. Mitigation and Rehabilitation Evidence.....	[*]
III. DEFINITION OF PENALTIES	[*]
IV. DISCIPLINARY GUIDELINES.....	[*]
A. Business and Professions Code	[*]
B. General Provisions of Business and Professions Code...	[*]
C. California Code of Regulations	[*]
D. Violation of Probation.....	[*]
V. MODEL DISCIPLINARY ORDERS	[*]
A. Licensee	[*]
B. Petition for Reinstatement	[*]
C. Petition to Revoke Probation.....	[*]
D. Applicant	[*]
VI. CONDITIONS OF PROBATION.....	[*]
A. Standard Conditions.....	[*]
B. Optional Conditions.....	[*]

¹ * The final page numbers will be inserted after OAL approval of the strikeout/redline version.

*California Architects Board
Landscape Architects Technical Committee*

DISCIPLINARY GUIDELINES

I. INTRODUCTION

To establish consistency in disciplinary penalties for similar offenses on a statewide basis, the California Architects Board (~~Board~~CAB), Landscape Architects Technical Committee (LATC) has adopted these uniform disciplinary guidelines for particular violations. This document, designed for use by Administrative Law Judges, attorneys, landscape architects, others involved in the disciplinary process, and ultimately the Board, ~~shall~~may be revised from time to time and will be distributed to interested parties upon request.

These guidelines include general factors to be considered, probationary terms, and guidelines for specific offenses. The guidelines reference the statutory and regulatory provisions for specific offenses ~~are referenced to the statutory and regulatory provisions.~~

For purposes of this document, terms and conditions of probation are divided into two general categories: (1) Standard Conditions are those conditions of probation which will generally appear in all cases involving probation ~~as a standard term and condition~~; and (2) Optional Conditions are those conditions which address the specific circumstances of the case and require discretion to be exercised depending on the nature and circumstances of a particular case.

The Board (~~CAB~~) recognizes ~~that~~ these recommended penalties and conditions of probation are merely guidelines, and ~~that~~ mitigating or aggravating circumstances ~~and~~ or other factors, may necessitate deviations, as discussed herein. If there are deviations from the guidelines, the Board would request that the Administrative Law Judge hearing the matter include an explanation in the Proposed Decision so that the circumstances can be better understood and evaluated by the Board upon review of the Proposed Decision and before final action is taken. All disciplinary actions will be published on the Internet to facilitate access under the California Public Records Act.

Additional copies of this document may be obtained by contacting the LATC~~CAB~~ at its office in Sacramento, California or accessing the document on-line at www.latc.ca.gov. There may be a charge assessed for providing paper copies sufficient to cover the direct costs of duplication.

II. GENERAL CONSIDERATIONS

A. Citations

This document covers considerations of disciplinary restrictions or penalties following the filing of an Accusation. For standards related to citations, please consult the Board's regulations commencing at Section 2630 of Title 16 of the California Code of Regulations.

B. Proposed Decisions - General Considerations

The Board requests ~~that~~ Proposed Decisions following administrative hearings include the following:

- a. Specific code sections violated, along with their descriptions~~definitions~~.

- b. Clear description of the underlying facts demonstrating the violation committed.
- c. Respondent's explanation of the violation if he or /she is they are present at the hearing.
- d. Findings regarding aggravation, mitigation, and rehabilitation where appropriate.
- e. When suspension or probation is ordered, the Board requests that the disciplinary order include terms within the recommended guidelines for that offense unless the reason for departure from the recommended terms is clearly set forth in the findings and supported by the evidence.

C. Stipulated Settlements

The Board will consider stipulated settlements to promote cost effectiveness and to expedite disciplinary decisions if such agreements achieve its disciplinary objectives. Deputy Attorneys General should inquire as to Respondent's interest in stipulated settlement promptly after receipt of a notice of defense. If stipulated settlement appears unlikely, the case should be set for hearing. It is the Board's policy that matters resolved by stipulation include cost recovery.

D. Cost Reimbursement

The Board seeks reimbursement of its investigative and prosecution costs in all disciplinary cases in which the licensee is found to have committed a violation. The costs include all charges incurred from the Office of the Attorney General, the Division of Investigation, and Board services, including but not limited to, expert consultant opinions and services. The Board seeks reimbursement of these costs because the burden for payment of the costs of investigation and prosecution of disciplinary cases should fall upon those whose proven conduct required investigation and prosecution, not upon the profession as a whole.

E. Criteria Factors to be Considered

Substantially Related Criteria. The Board may deny, suspend, or revoke a license if the applicant or licensee has been convicted of a crime, professional misconduct, or act that is substantially related to the qualifications, functions, or duties of the profession, based on the criteria specified in section 2655 of article 1 of division 26 of title 16 of the California Code of Regulations.

Rehabilitation Criteria. When considering the denial, revocation, or suspension of a license on the ground that the applicant or licensee has been convicted of a crime, or disciplined for professional misconduct, the denial is based on one or more of the grounds specified in Business and Professions Code section 5653, a suspension or revocation of a licensee on the grounds of a disciplinary action as described in Business and Professions Code section 141, or one or more of the grounds specified in Business and Professions Code Article 5 of Chapter 3.5 of Division 3 of the Code, the Board shall consider whether the applicant or licensee has made a showing of rehabilitation based on the criteria specified in section 2656 of article 1 of division 26 of title 16 of the California Code of Regulations.

F. Mitigation and Rehabilitation Evidence

The following are among mitigating circumstances that may be taken into account by ALJs in providing for penalties in proposed decisions:

- The licensee has cooperated with the Board's investigation, other law enforcement or

regulatory agencies, and/or the injured parties.

- The passage of considerable time since an act of professional misconduct occurred with no evidence of recurrence or evidence of any other professional misconduct.
- Convincing proof of rehabilitation
- Demonstration of remorse by the licensee.
- Recognition by licensee of their wrongdoing and demonstration of corrective action to prevent recurrence.
- Violation was corrected without monetary losses to consumers and/or restitution was made in full.

The following are examples of types of evidence which the licensee/applicant (respondent) may submit to the Board to demonstrate their rehabilitative efforts and competency and the Board will review the evidence submitted:

- Recent, dated, written statements and/or performance evaluations from persons in positions of authority who have on-the-job knowledge of the respondent's work as a landscape architect that include the period of time and capacity in which the person worked with the respondent. Such reports must be signed under penalty of perjury and will be subject to verification by Board staff.
- Recent, dated, letters from counselors regarding the respondent's participation in a rehabilitation or recovery program, which should include at least a description and requirements of the program, a therapist or mental health professional's diagnosis of the condition and current state of recovery, and the therapist or mental health professional's basis for determining rehabilitation. Such letters and reports will be subject to verification by Board staff.
- Recent, dated letters describing the respondent's participation in support groups, (e.g., Alcoholics Anonymous, Narcotics Anonymous, professional support groups, etc.). Such letters and reports will be subject to verification by Board staff.
- Recent, dated, letters from probation or parole officers regarding the respondent's participation in and/or compliance with terms and conditions of probation or parole, which should include at least a description of the terms and conditions, and the officer's basis for determining compliance. Such letters and reports will be subject to verification by Board staff.
- Recent, dated, letters from persons familiar with respondent in either a personal or professional capacity regarding their knowledge of: the respondent's character; the respondent's rehabilitation, if any; the conduct of which the respondent is accused; or any other pertinent facts that would enable the Board to better decide the case. Such letters must be signed under penalty of perjury and will be subject to verification by Board staff.

~~In determining whether revocation, suspension or probation is to be imposed in a given case, factors such as the following should be considered:~~

- ~~1. Nature and severity of the act(s), offense(s), or crime(s) under consideration.~~
- ~~2. Actual or potential harm to any consumer, client or the general public.~~
- ~~3. Prior disciplinary record.~~
- ~~4. Number and/or variety of current violations.~~
- ~~5. Mitigation evidence.~~
- ~~6. Rehabilitation evidence.~~

7. ~~In the case of a criminal conviction, compliance with terms of sentence and/or court-ordered probation.~~
8. ~~Overall criminal record.~~
9. ~~Time passed since the act(s) or offense(s) occurred.~~
10. ~~Whether or not the respondent cooperated with the Board's investigation, other law enforcement or regulatory agencies, and/or the injured parties.~~
11. ~~Recognition by respondent of his or her wrongdoing and demonstration of corrective action to prevent recurrence.~~

III. DEFINITION OF PENALTIES

Revocation: Loss of a license as the result of any one or more violations of the Landscape Architects Practice Act. Revocation of a license is permanent, unless the respondent takes affirmative action to petition the Board for reinstatement of ~~his/her~~their license and demonstrates to the Board's satisfaction that ~~he/she is~~they are rehabilitated.

Suspension: Invalidation of a license for a fixed period of time, not to exceed a period of one year.

Stayed Revocation: Revocation of a license, held in abeyance pending respondent's compliance with the terms of ~~his/her~~their probation.

Stayed Suspension: Suspension of a license, held in abeyance pending respondent's compliance with the terms of ~~his/her~~their probation.

Probation: A period during which a respondent's sentence is suspended in return for respondent's agreement to comply with specified conditions relating to improving ~~his/her~~their conduct or preventing the likelihood of a reoccurrence of the violation.

Public Reproval: A form of written censure or reprimand placed in a public document that is served on the licensee. It is considered part of the licensee's disciplinary history and public record with the Board.

IV. DISCIPLINARY GUIDELINES

The offenses are listed by ~~statute~~section number in the Business and Professions Code or California Code of Regulations. The standard terms of probation as stated herein shall be included for all probations. The optional conditions of probation as stated herein are to be considered and imposed along with any other optional conditions if facts and circumstances warrant. The number(s) in brackets ~~listed after each condition of probation~~ refers to the specific standard or optional conditions of probation~~listed on pages XX—XX~~.

A. Business and Professions Code ~~BUSINESS AND PROFESSIONS CODE SECTIONS~~

Section 5616: Requirements for Landscape Architecture Contract

Maximum: Revocation

Minimum: Stayed revocation and 3 years' probation on all standard conditions [#1-11] and if warranted, the following optional condition:

- a. Restitution [#17] (if applicable)

Section 5640: Unlicensed Person -- Sanctions For Engaging in Practice-- Sanctions

~~Applicant~~ **Maximum:** Revocation or Denial of application for a license application

~~Applicant~~ **Minimum:** Ninety (90) days actual suspension Issue initial license (if applicable), stayed revocation, and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. All standard conditions of probation [#1-#7] Ethics course [#15]
- b. Restitution [#17] (if applicable)

Section 5642: Partnership, Corporation -- Unlicensed Person in a Partnership or Corporation

Maximum: Revocation

Minimum: Stayed Revocation, 90 days' actual suspension [#12], and probation for 5 years' probation on all standard conditions [#1-11]. the following conditions

- a. All standard conditions of probation [#1-#7]
- b. Cost reimbursement [#11]

Section 5659: Failure to Include License Number

Maximum: Revocation

Minimum: Stayed revocation and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. Ethics course [#15]
- b. Restitution [#17] (if applicable)

Section 5666: Practice in Violation of Practice Act

The appropriate disciplinary action depends on the nature of the offense.

Maximum/Minimum: See section of these guidelines showing specific statute/regulation violated for recommended penalty

Section 5667: Fraud, Misrepresentation – Obtaining License Obtained by Fraud, Misrepresentation

Maximum/Minimum: Revocation

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional condition:

a. Ethics course [#15]

Section 5668: Person Impersonating Landscape Architect – Practice Or Under Assumed Name

~~Licensee~~ **Maximum:** Revocation

~~Licensee~~ **Minimum:** Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

~~a. All standard conditions of probation [#1-#7]~~

~~ba. Continuing education courses~~ Ethics course [#1015]

~~cb. Cost reimbursement [#11]~~

~~de. Restitution [#1217] (if applicable)~~

Section 5669: Licensee Aiding, Abetting – Unlicensed Practice

Maximum: Revocation

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

~~a. All standard conditions of probation [#1-#7]~~

~~ba. Continuing education courses~~ Ethics course [#1015]

~~cb. Cost reimbursement [#11]~~

~~de. Restitution [#1217] (if applicable)~~

Section 5670: Fraud, Licensee Deceit in Practice or Fraud

Maximum: Revocation

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. ~~All standard conditions of probation [#1-#7] Ethics course [#15]~~
- b. Continuing education courses [#1016]
- c. ~~Cost reimbursement [#11]~~
- d. ~~Restitution [#1217] (if applicable)~~

Section 5671: Negligence, ~~Willful Misconduct~~ in Practice

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] ~~and if warranted,~~ the following optional conditions:

- a. ~~All standard conditions of probation [#1-#7]~~
- ~~b.~~ a. Continuing education courses [#1016]
- ~~c.~~ b. Cost reimbursement [#11]
- ~~d.~~ c. Restitution [#1217] (if applicable)

Section 5671: Willful Misconduct in Practice

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. Ethics course [#15]
- b. Continuing education courses [#16]
- c. -Restitution [#17] (if applicable)

Section 5672: Licensee Gross Incompetence in Practice

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] ~~and if warranted,~~ the following optional conditions:

- ~~a.~~ a. ~~All standard conditions of probation [#1-#7]~~
- ~~b.~~ b. ~~Written examination [#109]~~
- a. California Supplemental Examination [#13]

~~eb.~~ Continuing education courses [#1016]

~~dc.~~ Cost reimbursement [#11]

~~ed.~~ Restitution [#1217] (if applicable)

Section 5673: Licensee's False Use of Signature, Stamp

Maximum: Revocation

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] ~~and if warranted, the following optional conditions:~~

~~a.~~ All standard conditions of probation [#1-#7]

~~ba.~~ Continuing education courses Ethics course [#1015]

~~eb.~~ Cost reimbursement [#11]

~~dc.~~ Restitution [#1217] (if applicable)

Section 5675: Sanctions for Licensee Felony Conviction – Sanctions

Maximum: ~~Revocation or denial of license application~~

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] ~~and if warranted, the following optional conditions:~~

~~a.~~ All standard conditions of probation [#1-#7]

~~b.~~ Continuing education courses #10]

~~c.~~ Cost reimbursement [#11]

~~d.~~ Restitution [#12]

~~ea.~~ Criminal Pprobation Rreports [#1318]

Section 5675.5: Public Agency – Disciplinary Action By Public Agency

Maximum: Revocation

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] ~~and if warranted, the following optional conditions:~~

~~a.~~ All standard conditions of probation [#1-#7]

~~ba.~~ Continuing education courses [#1016]

~~eb. Cost reimbursement [#11]~~

~~ed. Restitution [#1217] (if applicable)~~

Section 5676: Plea of Nolo Contendere—Sanctions for Criminal Conviction—Sanctions

Maximum: Revocation

Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] ~~and if warranted, the following optional conditions:~~

~~a. All standard conditions of probation [#1-7]~~

~~b. Continuing education courses #10]~~

~~c. Cost reimbursement [#11]~~

~~d. Restitution. [#12]~~

~~ea. Criminal Pprobation Rreports [#1318]~~

Section 5678: Licensee Failure to Report of Settlement or Arbitration Award—Licensee

Maximum: Revocation

Minimum: Civil Penalty (see Model Orders section)

B. General Provisions of Business and Professions Code GENERAL PROVISIONS OF BUSINESS AND PROFESSIONS CODE

Section 125.6: Licensee's Discrimination Against Individuals Based upon Personal Characteristics by Licensee

Maximum: Revocation

Minimum: Stayed revocation, ~~60~~ 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11].

~~a. All standard conditions of probation [#1-7]~~

~~b. Cost reimbursement [#11]~~

Section 140: Failure to Record Transactions Involving Wages or Make Those Records Available

Maximum: Revocation

Minimum: Stayed revocation and 3 years' probation on all standard conditions [#1-11].

Section 141: Disciplinary Action Taken Against Licensee by Another State, an Agency of the Federal Government, or Another Country

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. Continuing education courses [#16]
- b. Restitution [#17] (if applicable)

Section 143.5 Settlement Agreements Prohibited Provisions; Regulations; Exemptions

Maximum: Revocation
Minimum: Stayed revocation and 3 years' probation on all standard conditions [#1-11] and if warranted, the following optional condition:

- a. Ethics course [#15]

Section 480 (a): ~~Applicant's Grounds for Denial of the License Application of Licenses~~

~~An applicant's application may be denied for (1) conviction of a crime; (2) any act involving dishonesty, fraud or deceit with the intent to substantially benefit himself or another, or substantially injure another; (3) any act which if done by a licensee would be grounds for suspension or revocation of license; or (4) knowingly making a false statement of fact required to be revealed in the application for such license.~~

Maximum/Minimum: Denial of license application
Minimum: Issue initial license, stayed revocation, and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. Ethics course [#15]
- b. Continuing education courses [#16]
- c. Restitution [#17] (if applicable)

Section 490: Grounds for Suspension, Revocation; Conviction of Crime

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional condition:

a. Criminal probation reports [#18]

Section 496: Subversion of Licensing Examinations or Administration of Examinations

Maximum/Minimum: Revocation or denial of license application
Minimum: Issue initial license (if applicable), stayed revocation, and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

a. Ethics course [#15]

b. Continuing education courses [#16]

c. Restitution [#17] (if applicable)

Section 499: Licensee's False Statement in Support of Application Not Their Own

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional condition:

a. Ethics course [#15]

C. California Code of Regulations CALIFORNIA CODE OF REGULATIONS
Division 2, Title 16, Division 2, Chapter 26, Article 1. General Provisions

Section 2670: Rules of Professional Conduct

(a) Competence

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

~~a. All standard conditions of probation [#1-#7]~~

a. California Supplemental Examination [#13]

b. Continuing education courses [#1016]

~~c. Cost reimbursement [#11]~~

~~d. Restitution [#1217] (if applicable)~~

(b) Willful Misconduct

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12],
and 5 years' probation on all standard conditions [#1-11]
and if warranted, the following optional conditions:

- a. Ethics course [#15]
- b. Continuing education courses [#16]
- c. Restitution [#17] (if applicable)

(~~b~~c) Full Disclosure

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12],
and 5 years' probation on all standard conditions [#1-11]
and if warranted, the following optional conditions:

- a. ~~All standard conditions of probation [#1-#7]~~ Ethics course [#15]
- b. ~~Continuing education courses [#10]~~
- e**b**. Cost reimbursement [#11]
- e**c**. Restitution [#12|17] (if applicable)

(~~e~~d) Informed Consent

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12],
and 5 years' probation on all standard conditions [#1-11]
and if warranted, the following optional conditions:

- a. ~~All standard conditions of probation [#1-#7]~~
- b**a**. Continuing education courses [#14|16]
- e**b**. Cost reimbursement [#11]
- e**c**. Restitution [#12|17] (if applicable)

(~~e~~e) Conflict of Interest

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12],
and 5 years' probation on all standard conditions [#1-11]
and if warranted, the following optional conditions:

- a. ~~All standard conditions of probation [#1-#7]Ethics course [#15]~~
- b. ~~Continuing education courses [#10]~~
- cb. ~~Cost reimbursement [#11]~~
- dc. ~~Restitution [#1217] (if applicable)~~

(ef) Copyright Infringement

Maximum: Revocation
Minimum: Stayed revocation, 90 days' actual suspension [#12], and 5 years' probation on all standard conditions [#1-11] and if warranted, the following optional conditions:

- a. ~~All standard conditions of probation [#1-#7]Ethics course [#15]~~
- b. ~~Continuing education courses [#1016]~~
- e. ~~Cost reimbursement [#11]~~
- d.c. ~~Restitution [#1217] (if applicable)~~

V.D. Violation of Probation ~~VIOLATION OF PROBATION~~

Maximum Penalty

Actual suspension; vacate stay order and reimpose penalty that was previously stayed; and/or revoke, separately and severally, for violation of probation and/or for any additional offenses.

Minimum Penalty

Actual suspension and/or extension of probation.

The maximum penalty is appropriate for repeated similar offenses, or for probation violations indicating a cavalier or recalcitrant attitude. If the probation violation is due in part to the commission of additional offense(s), additional penalties shall be imposed according to the nature of the offense; and the probation violation shall be considered as an aggravating factor in imposing a penalty for those offense(s).

V. MODEL ORDERS

A. Licensee

Revocation of License

Landscape Architect License No. _____, issued to respondent _____, is revoked.

Respondent shall relinquish and forward or deliver their license to practice landscape architecture and wall certificate to the Board within ten (10) days of the effective date of this Decision. Respondent may not reapply or petition the Board for reinstatement of their revoked license for one (1) year from the effective date of this Decision.

Respondent shall pay to the Board its costs of investigation and prosecution in the amount of \$ _____ within thirty (30) days of the effective date of this Decision.

Option: As a condition precedent to reinstatement of their revoked license, respondent shall reimburse the Board for its costs of investigation and prosecution in the amount of \$ _____. Said amount shall be paid in full prior to the reinstatement of their license unless otherwise ordered by the Board.

Revocation Stayed and Licensee Placed on Probation

Landscape Architect License No. _____, issued to respondent _____, is revoked; however, the revocation is stayed and respondent is placed on probation for _____ years on the following terms and conditions:

Public Reproval

Landscape Architect License No. _____, issued to respondent _____, is publicly reproved. This reproval constitutes disciplinary action by the Board and shall become a part of respondent's license history with the Board.

Surrender of License in Lieu of Revocation

Respondent _____ surrenders Landscape Architect License No. _____ as of the effective date of this Decision. Respondent shall relinquish and forward or deliver their license to practice landscape architecture and wall certificate to the Board within ten (10) days of the effective date of this Decision.

The surrender of respondent's license and the acceptance of the surrendered license by the Board shall constitute the imposition of discipline against respondent. This Decision constitutes disciplinary action by the Board and shall become a part of respondent's license history with the Board.

B. Petition for Reinstatement

Grant Petition with No Restrictions on License

The petition for reinstatement filed by petitioner _____ is hereby granted, and petitioner's landscape architect license shall be fully restored.

Grant Petition and Place Licensee on Probation

The petition for reinstatement filed by petitioner _____ is hereby granted, and petitioner's landscape architect license shall be reinstated and immediately revoked; however, the revocation shall be stayed and the petitioner shall be placed on probation for a period of _____ years on the following terms and conditions:

Grant Petition and Place Licensee on Probation After Completion of Conditions Precedent

The petition for reinstatement filed by petitioner _____ is hereby granted, and petitioner's landscape architect license shall be fully reinstated upon completion of the following conditions precedent (examples would be: paying restitution, cost reimbursement, completion of CE, completion of rehabilitation program, take the California Supplemental Examination, and/or specified sections of the Landscape Architect Registration Examination (LARE):

Upon completion of the conditions precedent above, and satisfaction of all statutory and regulatory requirements for issuance of a license, petitioner's landscape architect license shall be reinstated and immediately revoked; however, the revocation shall be stayed, and petitioner shall be placed on probation for a period of _____ years on the following terms and conditions (list standard and applicable optional conditions of probation):

Deny Petition

The petition for reinstatement filed by petitioner _____ is hereby denied.

C. Petition to Revoke Probation

Revocation of Probation

Landscape Architect License No. _____, issued to respondent _____, is revoked. Petitioner is not eligible to apply for reinstatement or reduction of penalty for one year from the effective date of this decision.

Extension of Probation

Landscape Architect License No. _____, issued to respondent _____, is revoked; however, the revocation is stayed, and respondent is placed on probation for an additional _____ year(s) on the following terms and conditions:

D. Applicant

(in cases where a Statement of Issues has been filed)

Grant Application with No Restrictions on License

The application filed by respondent _____ for initial licensure is hereby granted, and a landscape architect's license shall be issued to respondent upon successful completion of all licensing requirements including payment of all fees.

Grant Application and Place Licensee on Probation

The application filed by respondent _____ for initial licensure is hereby granted, and a landscape architect's license shall be issued to respondent upon successful completion of all licensing requirements, including payment of all fees. However, the license shall be immediately revoked, the revocation shall be stayed, and respondent shall be placed on probation for _____ years on the following terms and conditions:

Grant Application and Place Licensee on Probation After Completion of Conditions Precedent

The application filed by respondent _____ for initial licensure is hereby granted, and a landscape architect's license shall be issued to respondent upon the following conditions precedent (examples would be: paying restitution, cost reimbursement, completion of CE, completion of rehabilitation program, take the California Supplemental Examination, and/or specified sections of the LARE):

Upon completion of the conditions precedent above and successful completion of all licensing requirements, including payment of all fees, respondent shall be issued a landscape architect's license. However, the license shall be immediately revoked, the revocation shall be stayed, and respondent shall be placed on probation for _____ years on the following terms and conditions (list standard and applicable optional conditions of probation):

Deny Application

The application filed by respondent _____ for initial licensure is hereby denied.

Civil Penalty

Respondent shall pay to the Board a civil penalty in the amount of \$ _____ [not less than \$100 and not more than \$1,000; and if there is continued knowing and intentional failure to report, the Board may assess an additional civil penalty up to \$20,000} pursuant to Business and Professions Code section 5678.] Respondent shall make the payments as follows: _____.

[Term only applicable to Business and Professions Code section 5678 violations and used in lieu of revocation.]

VI. STANDARD CONDITIONS OF PROBATION

A. Standard Conditions

(I to be included in all cases of probation)

The Board reserves the discretion to waive any conditions of probation on a case-by-case basis.

1. Obey All Laws

Respondent shall obey all federal, state, and local laws and regulations governing the practice of landscape architecture in California and comply with all conditions of probation.

2. **Submit Quarterly Reports**

Respondent, within 10 days of completion of the quarter, shall submit completed quarterly written reports to the Board, on a Quarterly Report of Compliance form (10/98) obtained from the Board (Attachment A). Respondent's quarterly written report to the Board shall include the following:

1. Respondent's full legal name, telephone number, and address of record,
2. Name of the firm respondent works for, respondent's title, firm address and telephone number,
3. A statement of all of Respondent's landscape architecture activities during this reporting period. The statement shall include: the client's name, address and telephone number, project title/address, project description, project's start and end date and a description of Respondent's involvement.
4. A list of any other of Respondent's activities related to the practice of landscape architecture by activity and date; and,
5. A certification under penalty of perjury that the information provided in the report is true and correct.

3. **Personal Appearances**

Upon reasonable notice by the Board, ~~the~~ respondent shall report to and make personal appearances at times and locations as the Board may direct.

4. **Cooperate During Probation**

Respondent shall cooperate fully with the Board, and with any of its agents or employees in their supervision and investigation of ~~his/her~~ their compliance with the terms and conditions of this probation. Upon reasonable notice, ~~the~~ respondent shall provide the Board, its agents or employees, with the opportunity to review all plans, specifications, and instruments of service prepared during the period of probation.

5. **Maintain Active and Current License**

Respondent shall maintain an active and current license to practice landscape architecture in California for the length of the probation period. Failure to pay all renewal fees prior to respondent's license expiration date shall constitute a violation of probation. If the license is expired at the time the Board's decision becomes effective, the license must be renewed within 30 days of the effective date of the decision.

6. **Notification of Changes to Address and/or Telephone Number**

Respondent shall notify the Board in writing of any and all changes to their address of record and/or telephone number within 10 calendar days of such change.

57. **Tolling for Out-of-State Practice, Residence or In-State Non-Practice**

In the event respondent should leave California to reside or to practice outside the State or for any reason stops practicing landscape architecture in California, respondent shall notify the Board or its designee in writing within 10 ~~ten~~ days of the dates of departure and return,

or the dates of non-practice or the resumption of practice within California. Respondent's probation is tolled when they cease practicing in California. Non-practice is defined as any period of time exceeding 30~~thirty~~ days in which respondent is not engaging in any activities defined in Section 5615 of the Business and Professions Code. All provisions of probation other than the quarterly report requirements, examination requirements, and education requirements, shall be held in abeyance until respondent resumes practice in California. All provisions of probation shall recommence on the effective date of resumption of practice in California. Periods of temporary or permanent residency or practice outside California or of non-practice within California will not apply to the reduction of this probationary period. Respondent shall not be relieved of the obligation to maintain an active and current license with the Board. It shall be a violation of probation for respondent's probation to remain tolled pursuant to the provisions of this condition for a period exceeding a total of five years.

Periods of non-practice do not relieve Respondent of the responsibility to comply with the terms and conditions of probation.

68. Violation of Probation

If respondent violates probation in any respect, the Board, after giving respondent notice and opportunity to be heard, may revoke probation and carry out the disciplinary order that ~~which~~ was stayed. If an accusation or a petition to revoke probation is filed against respondent during probation, the Board shall have continuing jurisdiction ~~until the matter is final~~, and the period of probation shall be extended until the matter is final.

9. License Surrender While on Probation

Following the effective date of this probation, if respondent ceases practicing due to retirement, health reasons, or is otherwise unable to satisfy the terms and conditions of probation, Respondent may request, in writing, the voluntary surrender of Respondent's license to the Board. Respondent's written request to surrender their license shall include the following: their name, license number, case number, address of record, and an explanation of the reason(s) why Respondent seeks to surrender their license.

The Board reserves the right to evaluate the Respondent's request and to exercise its discretion whether to grant the request or to take any other action deemed appropriate and reasonable under the circumstances. **The Board will consider whether the request would compromise public protection under the following circumstances: when respondent has (1) an unsatisfied cost recovery, fine, or restitution order, (2) an Accusation or Petition to Revoke Probation that has been served on respondent alleging violations of this probation, or (3) an unresolved complaint or investigation pending with the Board.** Respondent shall not be relieved of the requirements of their probation unless the Board or its designee notifies respondent in writing that Respondent's request to surrender their license has been accepted.

Upon formal acceptance of the surrender, Respondent shall, within 15 days, deliver Respondent's wall certificate to the Board or its designee and shall no longer practice as a landscape architect. Respondent will no longer be subject to the terms and conditions of probation and the surrender of Respondent's license shall be deemed disciplinary action.

If Respondent re-applies for a landscape architect's license, the application shall be treated as a petition for reinstatement of a revoked license.

710. Completion of Probation

Upon successful completion of probation, respondent's license will be fully restored.

11. Cost Reimbursement

Respondent shall reimburse the Board \$ _____ for its investigative and prosecution costs. The payment shall be made within _____ days/months of the date the Board's Decision is final.

Option: The payment shall be made as follows: _____ (specify either prior to the resumption of practice or in monthly or quarterly payments, the final payment being due one year before probation is scheduled to terminate).

~~VII. OPTIONAL CONDITIONS OF PROBATION~~

B. Optional Conditions

812. Suspension

Respondent is suspended from the practice of landscape architecture for _____ days beginning on the effective date of this Decision.

13. California Supplemental Examination

Option 1 (Condition Subsequent)

Within six months of the effective date of this Decision, respondent shall take and pass the California Supplemental Examination (CSE) designated by the Board.

If respondent fails to pass said examination within six months, respondent shall notify the Board and shall cease practice until respondent passes said examination, has submitted proof of same to the Board, and has been notified by the Board that they may resume practice. It is a violation of probation for Respondent to be unable to pass the CSE for a period exceeding a total of three years. Respondent must comply with tolling provisions contained in paragraph 7 (Tolling for Out-of-State Practice, Residence or In-State Non-Practice) of this order while not practicing and is responsible for paying all costs of such examination.

Option 2 (Condition Precedent)

Prior to resuming or continuing practice, respondent shall pass the California Supplemental Examination (CSE) designated by the Board within two years of the effective date of this Decision.

This probationary period shall not commence until respondent passes said examination, has submitted proof of same to the Board, and has been notified by the Board that they may resume practice. Respondent is responsible for paying all costs of such examination.

914. Written Examination

Option 1 (Condition Subsequent)

Within one year of the effective date of this Decision, Respondent shall take and pass (specified) sections of the Landscape Architect Registration Examination (L-A-R-E-).

If respondent fails to pass said examination within one year or within two attempts, respondent shall so notify the Board and shall cease practice until respondent takes and successfully passes said examination, has submitted proof of same to the Board, and has been notified by the Board that he/she/they may resume practice. It shall be a violation of probation for Respondent to be unable to pass the LARE for a period exceeding a total of three years. Failure to pass the required examination no later than 100 days prior to the termination of probation shall constitute a violation of probation. Respondent must comply with tolling provisions contained in paragraph 7 (Tolling for Out-of-State Practice, Residence or In-State Non-Practice) of this order while not practicing and is responsible for paying all costs of such examination.

Option 2 (Condition Precedent)

Prior to resuming or continuing practice, respondent shall take and pass (specified) sections of the Landscape Architect Registration Examination (LARE) within two years of the effective date of this Decision.

This probationary period shall not commence until respondent takes and passes said examination, has submitted proof of same to the Board, and has been notified by the Board that they may resume practice. Respondent is responsible for paying all costs of such examination.

15. Ethics Course

Within 30 days of the effective date of this Decision, respondent shall submit to the Board's office by mail a written request for prior approval by the Board or its designee of a course in ethics that will be completed within the first year of probation. Respondent shall submit with the written request for approval the name of the course provider and a copy of the course outline, syllabus, or a description for the proposed course. The request shall contain, at a minimum, the following:

- (1) A short, descriptive title of the educational program;
- (2) A statement of educational objectives;
- (3) Length of the educational program;
- (4) Sequential and detailed outline of subject matter to be addressed or a list of skills to be learned and how those skills are to be measured; and,
- (5) Instructional mode or methods.

The Board shall approve any course that is directly relevant to the subject matter of the violation(s) alleged in the Board's decision placing respondent on probation, offered by an approved provider. Approved providers are the American Society of Landscape Architects (ASLA), a Landscape Architecture Continuing Education System (LA CES) provider, any provider approved by the United States Department of Education. The Board may approve other providers of courses determined equivalent on a case-by-case basis.

Failure to satisfactorily complete the required course within the first year of probation shall constitute a violation of probation. Respondent is responsible for submitting to the Board or its designee for approval the specifics of the course required by this condition, and for paying all costs of said course.

4016. Continuing Education Courses

Respondent shall successfully complete and pass professional education courses, approved in advance by the Board or its designee, directly relevant to the violation as specified by the Board. The professional education courses shall be completed within a period of time designated by the Board or its designee, which timeframe shall be incorporated as a condition of this probation.

Failure to satisfactorily complete the required courses as scheduled or failure to complete same no later than one year 400 days prior to the termination of probation shall constitute a violation of probation. Respondent is responsible for submitting to the Board or its designee for its approval the specifics of each course required by this condition, and for paying all costs of such courses. To obtain prior approval, respondent shall submit a written request by mail to the Board's offices for approval by the Board or its designee of requested professional education courses. Respondent shall submit with the written request for approval the name of the course provider(s) and a copy of the course outline, syllabus, or a description for the proposed course(s). The request shall contain, at a minimum, the following:

- (1) A short, descriptive title of the educational program(s);
- (2) A statement of educational objectives;
- (3) Length of the educational program(s);
- (4) Sequential and detailed outline of subject matter to be addressed or a list of skills to be learned and how those skills are to be measured; and,
- (5) Instructional mode or methods.

The Board shall approve any course directly relevant to the subject matter of the violation(s) alleged in the Board's decision placing respondent on probation and is offered by an approved provider. Approved providers are ASLA, a LA CES provider, approved by the United States Department of Education. The Board may approve other providers of courses determined equivalent on a case-by-case basis.

11. Cost Reimbursement

Respondent shall reimburse the Board \$ _____ for its investigative and prosecution costs. The payment shall be made within _____ days/months of the date the Board's decision is final.

Option: The payment shall be made as follows: _____ (specify either prior to the resumption of practice or in monthly or quarterly payments, the final payment being due one year before probation is scheduled to terminate).

4217. Restitution

Within _____ days of the effective date of this Decision, respondent shall make restitution to _____ in the amount of \$_____ and shall provide the Board with proof from _____ attesting that the full restitution has been paid. In all cases, restitution shall be completed no later than one year before the termination of probation.

Note: Business and Professions Code section 143.5 prohibits the Board from requiring restitution in disciplinary cases when the Board's case is based on a complaint or report that has also been the subject of a civil action and that has been settled for monetary damages providing for full and final satisfaction of the parties in the civil action.

4318. Criminal Probation Reports

If respondent is convicted of any crime, Respondent shall provide the Board with a copy of the standard conditions of the criminal probation, copies of all criminal probation reports, and the name of their probation officer.

14. ~~Relinquish License and Wall Certificate~~

~~Respondent shall relinquish and shall forward or deliver the license to practice and the wall certificate to the Board within 10 days of the effective date of this decision and order.~~

4519. Notification to Clients/Cessation of Practice

In orders which provide for a cessation or suspension of practice, within 30 days of the effective date of this Decision, respondent shall ~~comply with procedures provided by the Board regarding notification to, and management of,~~ provide all clients with whom they have a current contractual relationship in the practice of landscape architecture with a copy of the Decision and Order of the Board and provide the Board with evidence of such notification, including the name and address of each person or entity required to be notified.

II. REHABILITATION CRITERIA

California Code of Regulations, Title 16, Division 26, Section 2656, Criteria for Rehabilitation states:

- (a) ~~When considering the denial of a landscape architect's license under Section 480 of the Business and Professions Code, the board, in evaluating the rehabilitation of the applicant and his present eligibility for a license will consider the following criteria:~~
- ~~(1) The nature and severity of the act(s) or crime(s) under consideration as grounds for denial.~~
 - ~~(2) Evidence of any act(s) committed subsequent to the act(s) or crime(s) under consideration as grounds for denial which also could be considered as grounds for denial under Section 480 of the Business and Professions Code.~~
 - ~~(3) The time that has elapsed since commission of the act(s) or crime(s) referred to in subdivision (1) or (2).~~
 - ~~(4) The extent to which the applicant has complied with any terms of parole, probation, restitution, or any other sanctions lawfully imposed against the applicant.~~
 - ~~(5) Evidence, if any, of rehabilitation submitted by the applicant.~~

(b) When considering the suspension or revocation of the license of a landscape architect on the grounds that the person licensed has been convicted of a crime, the board, in evaluating the rehabilitation of such person and his present eligibility for a license, will consider the following criteria:

- (1) Nature and severity of the act(s) or offense(s).
- (2) Total criminal record.
- (3) The time that has elapsed since commission of the act(s) or offense(s).
- (4) Whether the licensee has complied with any terms of parole, probation, restitution or any other sanctions lawfully imposed against the licensee.
- (5) If applicable, evidence of expungement proceedings pursuant to Section 1203.4 of the Penal Code.
- (6) Evidence, if any, of rehabilitation submitted by the licensee.

(c) When considering a petition for reinstatement of the license of a landscape architect, the board shall evaluate evidence of rehabilitation submitted by the petitioner, considering those criteria specified in subsection (b).

CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

400 R Street, Suite 4000
Sacramento, CA 95814

Phone: (916) 445 4954 Fax: (916) 324 2333
E-mail: late@dea.ca.gov Web: late.dea.ca.gov

State of California

Department of Consumer Affairs

Gray Davis, Governor



DEPARTMENT OF CONSUMER AFFAIRS, BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY
CALIFORNIA ARCHITECTS BOARD



Landscape Architects Technical Committee

Public Protection through Examination, Licensure, and Regulation



Gavin Newsom,
Governor

Attachment A

QUARTERLY PROBATION REPORT OF COMPLIANCE

1. NAME: _____ TELEPHONE #: (____) _____
(Last/First/Middle) (Residence)

RESIDENCE ADDRESS
OF RECORD: _____

— CITY: _____ STATE: _____ ZIP CODE: _____

2. NAME OF FIRM: _____ YOUR TITLE: _____

— FIRM ADDRESS: _____

— CITY: _____ STATE: _____ ZIP CODE: _____

TELEPHONE #: () _____

3. On the back second page of this form detail your landscape architectural activities for the probation period beginning:

beginning _____ and ending _____
Mo. Day Year Mo. Day Year

4. SiteList any other activities related to the practice of landscape architecture:

<i>ACTIVITY</i>	<i>DATE</i>

5. I declare under penalty of perjury under the laws of the State of California that the information contained in this quarterly report regarding my professional practice is true and correct.

Signature: _____

Date: _____

DATE: _____ QUARTER: _____ YEAR: _____

CLIENT NAME: _____ TELEPHONE #: (____) _____
(Last/First/Middle)

—ADDRESS: _____

—CITY: _____ STATE: _____ ZIP CODE: _____

PROJECT TITLE/ADDRESS	PROJECT DESCRIPTION	DATE START COMPLETE	YOUR INVOLVEMENT

CLIENT NAME: _____ TELEPHONE #: (____) _____
(Last/First/Middle)

—ADDRESS: _____

—CITY: _____ STATE: _____ ZIP CODE: _____

PROJECT TITLE/ADDRESS	PROJECT DESCRIPTION	DATE START COMPLETE	YOUR INVOLVEMENT

CLIENT NAME: _____ TELEPHONE #: (____) _____
(Last/First/Middle)

—ADDRESS: _____

—CITY: _____ STATE: _____ ZIP CODE: _____

PROJECT TITLE/ADDRESS	PROJECT DESCRIPTION	DATE START COMPLETE	YOUR INVOLVEMENT

AGENDA ITEM K: REVIEW AND DISCUSS 2022 LEGISLATION

Summary

An update to the 2022 legislative items listed below will be presented to the LATC.

Action Requested

None

Attachments

1. [Senate Bill \(SB\) 1237 \(Newman\) Licenses: Military Service](#)
2. [SB 1443 \(Roth\) The Department of Consumer Affairs](#)

Senate Bill No. 1237

CHAPTER 386

An act to amend Section 114.3 of the Business and Professions Code, relating to professions and vocations.

[Approved by Governor September 17, 2022. Filed with
Secretary of State September 17, 2022.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1237, Newman. Licenses: military service.

Existing law provides for the regulation of various professions and vocations by boards within the Department of Consumer Affairs and for the licensure or registration of individuals in that regard. Existing law authorizes any licensee or registrant whose license expired while the licensee or registrant was on active duty as a member of the California National Guard or the United States Armed Forces to reinstate the licensee's or registrant's license without examination or penalty if certain requirements are met.

Existing law requires the boards described above, with certain exceptions, to waive the renewal fees, continuing education requirements, and other renewal requirements as determined by the board, if any are applicable, of any licensee or registrant who is called to active duty as a member of the United States Armed Forces or the California National Guard if certain requirements are met. Existing law, except as specified, prohibits a licensee or registrant from engaging in any activities requiring a license while a waiver is in effect.

This bill would define the phrase "called to active duty" to include active duty in the United States Armed Forces and on duty in the California National Guard, as specified. This bill would also make nonsubstantive changes to those provisions.

The people of the State of California do enact as follows:

SECTION 1. Section 114.3 of the Business and Professions Code is amended to read:

114.3. (a) Notwithstanding any other law, every board, as defined in Section 22, within the department shall waive the renewal fees, continuing education requirements, and other renewal requirements as determined by the board, if any are applicable, for a licensee or registrant called to active duty as a member of the United States Armed Forces or the California National Guard if all of the following requirements are met:

(1) The licensee or registrant possessed a current and valid license with the board at the time the licensee or registrant was called to active duty.

(2) The renewal requirements are waived only for the period during which the licensee or registrant is on active duty service.

(3) Written documentation that substantiates the licensee or registrant's active duty service is provided to the board.

(b) For purposes of this section, the phrase "called to active duty" shall have the same meaning as "active duty" as defined in Section 101 of Title 10 of the United States Code and shall additionally include individuals who are on active duty in the California National Guard, whether due to proclamation of a state of insurrection pursuant to Section 143 of the Military and Veterans Code or due to a proclamation of a state extreme emergency or when the California National Guard is otherwise on active duty pursuant to Section 146 of the Military and Veterans Code.

(c) (1) Except as specified in paragraph (2), the licensee or registrant shall not engage in any activities requiring a license during the period that the waivers provided by this section are in effect.

(2) If the licensee or registrant will provide services for which the licensee or registrant is licensed while on active duty, the board shall convert the license status to military active and no private practice of any type shall be permitted.

(d) In order to engage in any activities for which the licensee or registrant is licensed once discharged from active duty, the licensee or registrant shall meet all necessary renewal requirements as determined by the board within six months from the licensee's or registrant's date of discharge from active duty service.

(e) After a licensee or registrant receives notice of the licensee or registrant's discharge date, the licensee or registrant shall notify the board of their discharge from active duty within 60 days of receiving their notice of discharge.

(f) A board may adopt regulations to carry out the provisions of this section.

(g) This section shall not apply to any board that has a similar license renewal waiver process statutorily authorized for that board.

Senate Bill No. 1443

CHAPTER 625

An act to amend Sections 1601.1, 1616.5, 2092, 2456.1, 5000, 5015.6, 5510, 5517, 5620, 5621, 5622, 6710, 6714, 6981, 7000.5, 7011, 7511.5, 7512.3, 7512.14, 7512.15, 7520.3, 7525.1, 7529, 7533.5, 7538, 7538.5, 7539, 7573.5, 7576, 7588.8, 7593.1, 7593.5, 7599.80, 7599.345, 7602, 7653, 7712.5, 7712.9, 7729, 7729.3, 7729.4, 7729.5, 7729.6, 7729.7, 7729.8, 7729.10, 7730, 7730.1, 7730.2, 7730.3, 7730.4, 7730.5, 7730.6, 7730.7, 7730.8, 7730.10, 7730.11, 8000, 8005, 8030.2, 8030.4, 8030.6, 8030.8, 8050, 8051, 8710, 9812.5, 9830.5, 9832.5, 9847.5, 9849, 9851, 9853, 9855.9, 9860, 9862.5, 9863, 9873, and 18602 of, and to add Section 7729.11 to, the Business and Professions Code, relating to professions and vocations, and making an appropriation therefore.

[Approved by Governor September 27, 2022. Filed with
Secretary of State September 27, 2022.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1443, Roth. Professions and vocations.

Under existing law, the Department of Consumer Affairs is comprised of various boards, bureaus, commissions, committees, and similarly constituted agencies that license and regulate the practice of various professions and vocations.

This bill would continue in existence several of these boards, bureaus, and commissions, including the Dental Board of California, the California Board of Accountancy, and the California Architects Board, among others, until January 1, 2025, and make related conforming changes.

Existing law specifies that all osteopathic physician's and surgeon's certificates shall expire at midnight on the last day of the birth month of the licensee during the 2nd year of a 2-year term. Existing law requires the Osteopathic Medical Board of California to establish by regulation procedures for the administration of a birth date renewal program.

This bill, instead, would specify that physician's and surgeon's certificates shall be issued for 2 years and shall expire at midnight on the last day of the month in which the license was issued. The bill would also remove the provisions requiring the board to establish procedures for the administration of a birth date renewal program.

Existing law, the Private Investigator Act, provides for the licensure and regulation of private investigators by the Bureau of Security and Investigative Services and makes violations of those provisions a crime. Existing law, until January 1, 2024, authorizes the bureau to issue a private investigator license to a limited liability company.

This bill would extend that date to January 1, 2025. By extending the operation of these provisions, the bill would impose a state-mandated local program.

Existing law, the Alarm Company Act, establishes the Bureau of Security and Investigative Services headed by the Chief of the Bureau of Security and Investigative Services within the Department of Consumer Affairs and sets forth its powers and duties over the licensure, registration, and regulation of alarm company operators. Existing law prohibits a person from engaging in the activities of an alarm company operator unless the person holds a valid alarm company operator's license. Existing law makes a violation of these provisions a crime. Existing law authorizes the bureau to establish fees and penalties for licensure and registration. Existing law, beginning on January 1, 2024, prohibits an alarm company operator from conducting business under these provisions as a limited liability company.

This bill would extend that date until January 1, 2025, and make other conforming changes. By extending the operation of these provisions, the bill would impose a state-mandated local program.

Existing law, the Cemetery and Funeral Act, establishes the Cemetery and Funeral Bureau within the Department of Consumer Affairs and sets forth its powers and duties relating to the licensure and regulation of cemeteries, crematories, funeral establishments, and their personnel. Existing law authorizes the bureau to set the amount, within specified parameters, of various fees and regulatory charges under the act, including fees and charges relating to a certificate of authority, a crematory license, a funeral director's license, a funeral establishment's license, an embalmer's license, a cemetery broker's license, a cemetery salesperson's license, a cremated remains disposer, a crematory manager license, a cemetery manager license, a cemetery authority operating a cemetery, and a hydrolysis facility license.

This bill would remove the bureau's authority to set the amount of those fees and, instead, specify the amount of each fee. The bill would establish a delinquent renewal fee for a funeral establishment license. The bill would make other conforming changes.

Existing law authorizes a cemetery authority that maintains a cemetery to place its cemetery under endowment care and establish, maintain, and operate an endowment care fund. Existing law prohibits commingling special care funds derived from trusts created by a revocable agreement for investment and requires those funds to be accounted for separately from all other funds. Existing law requires a cemetery authority to file with the bureau an annual audit report of the endowment care fund and special care fund, as specified.

This bill would establish fees for filing an annual report on the endowment care fund and special care fund, as specified.

Existing law requires, until January 1, 2024, funds generated by fees received by the Court Reporters Board of California, pursuant to specified provisions, in excess of funds needed to support the board's operating budget for the fiscal year, to be transferred from the Court Reporters' Fund and used by the board for the purpose of establishing and maintaining a

Transcript Reimbursement Fund, which is continuously appropriated, to provide shorthand reporting services to low-income litigants in civil cases who are unable to otherwise afford those services.

This bill would continue the operation of provisions that provide for funds to be transferred into the Transcript Reimbursement Fund until January 1, 2025, and make other conforming changes. By continuing the transfer of funds into a continuously appropriated fund, the bill would make an appropriation.

Existing law provides for the licensure and regulation of shorthand reporters by the Court Reporters Board of California. Existing law subjects a person or entity to certain penalties if the person or entity engages in specified acts relating to shorthand reporting, including any act that constitutes shorthand reporting, unless the person or entity is a licensed shorthand reporter, a shorthand reporting corporation, or one of specified other persons or entities not subject to those provisions. Existing law makes a violation of these provisions a misdemeanor. Existing law, on and after July 1, 2022, and until January 1, 2024, authorizes an entity that is not a shorthand reporting corporation to engage in specified acts if the entity is approved for registration by the board, as specified.

This bill would extend the operation of those provisions authorizing an entity that is not a shorthand reporting corporation to engage in those specified acts if the entity is approved for registration by the board, as specified, until January 1, 2025.

Existing law specifies that there is in the Department of Consumer Affairs a Bureau of Household Goods and Services, under the supervision and control of a director. Existing law, the Electronic and Appliance Repair Dealer Registration Law, regulates service dealers, as defined, and applies its provisions, until January 1, 2023, to service contractors. Among other things, existing law, until January 1, 2023, requires the director to gather evidence of specified violations by any service contractor and to conduct spot check investigations of service contractors throughout the state on a continuous basis. Existing law establishes the Electronic and Appliance Repair Fund, a continuously appropriated fund, and establishes a specified fee structure that, among other things, specifies the initial registration fee and annual renewal fee for a service dealer or service contractor who does not operate a place of business in this state. Existing law revises those provisions and repeals the provisions applicable to an out-of-state service contractor on January 1, 2023.

This bill would continue to extend applicability of those provisions to service contractors, and would authorize the continued exercise of specified responsibilities by the director to service contractors until January 1, 2024. The bill would extend the fee schedule and provisions applicable to an out-of-state service contractor until January 1, 2024. Because the bill would continue the operation of provisions that require service contractors to pay fees that are deposited into a continuously appropriated fund, the Electronic and Appliance Repair Fund, this bill would make an appropriation.

This bill would make other technical and nonsubstantive changes, including updating cross-references.

This bill would incorporate additional changes to Section 7520.3 of the Business and Professions Code proposed by SB 1495 to be operative only if this bill and SB 1495 are enacted and this bill is enacted last.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Appropriation: yes.

The people of the State of California do enact as follows:

SECTION 1. Section 1601.1 of the Business and Professions Code is amended to read:

1601.1. (a) There shall be in the Department of Consumer Affairs the Dental Board of California in which the administration of this chapter is vested. The board shall consist of eight practicing dentists, one registered dental hygienist, one registered dental assistant, and five public members. Of the eight practicing dentists, one shall be a member of a faculty of any California dental college, and one shall be a dentist practicing in a nonprofit community clinic. The appointing powers, described in Section 1603, may appoint to the board a person who was a member of the prior board. The board shall be organized into standing committees dealing with examinations, enforcement, and other subjects as the board deems appropriate.

(b) For purposes of this chapter, any reference in this chapter to the Board of Dental Examiners shall be deemed to refer to the Dental Board of California.

(c) The board shall have all authority previously vested in the existing board under this chapter. The board may enforce all disciplinary actions undertaken by the previous board.

(d) This section shall remain in effect only until January 1, 2025, and as of that date is repealed. Notwithstanding any other law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

SEC. 2. Section 1616.5 of the Business and Professions Code is amended to read:

1616.5. (a) The board, by and with the approval of the director, may appoint a person exempt from civil service who shall be designated as an executive officer and who shall exercise the powers and perform the duties delegated by the board and vested in the executive officer by this chapter.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 3. Section 2092 of the Business and Professions Code is amended to read:

2092. (a) The board shall develop a process to give priority review status to the application of an applicant for a physician and surgeon's certificate who can demonstrate that they intend to practice in a medically underserved area or serve a medically underserved population as defined in Section 128552 of the Health and Safety Code.

(b) An applicant may demonstrate their intent to practice in a medically underserved area or serve a medically underserved population by providing proper documentation, including, but not limited to, a letter from the employer indicating that the applicant has accepted employment and stating the start date.

SEC. 4. Section 2456.1 of the Business and Professions Code is amended to read:

2456.1. All osteopathic physician's and surgeon's certificates shall be issued for two years and shall expire at midnight on the last day of the month in which the license was issued during the second year of the two-year term if not renewed on or before that day.

To renew an unexpired license, the licensee shall, on or before the dates on which it would otherwise expire, apply for renewal on a form prescribed by the board and pay the prescribed renewal fee.

SEC. 5. Section 5000 of the Business and Professions Code is amended to read:

5000. (a) There is in the Department of Consumer Affairs the California Board of Accountancy, which consists of 15 members, 7 of whom shall be licensees, and 8 of whom shall be public members who shall not be licentiates of the board or registered by the board. The board has the powers and duties conferred by this chapter.

(b) The Governor shall appoint four of the public members, and the seven licensee members as provided in this section. The Senate Committee on Rules and the Speaker of the Assembly shall each appoint two public members. In appointing the seven licensee members, the Governor shall appoint individuals representing a cross section of the accounting profession.

(c) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

(d) Notwithstanding any other law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature. However, the review of the board shall be limited to reports or studies specified in this chapter and those issues identified by the appropriate policy committees of the Legislature and the board regarding the implementation of new licensing requirements.

SEC. 6. Section 5015.6 of the Business and Professions Code is amended to read:

5015.6. The board may appoint a person exempt from civil service who shall be designated as an executive officer and who shall exercise the powers and perform the duties delegated by the board and vested in the executive officer by this chapter.

This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 7. Section 5510 of the Business and Professions Code is amended to read:

5510. There is in the Department of Consumer Affairs a California Architects Board which consists of 10 members.

Any reference in law to the California Board of Architectural Examiners shall mean the California Architects Board.

This section shall remain in effect only until January 1, 2025, and as of that date is repealed. Notwithstanding any other law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

SEC. 8. Section 5517 of the Business and Professions Code is amended to read:

5517. The board may appoint a person exempt from civil service who shall be designated as an executive officer and who shall exercise the powers and perform the duties delegated by the board and vested in the executive officer by this chapter.

This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 9. Section 5620 of the Business and Professions Code is amended to read:

5620. The duties, powers, purposes, responsibilities, and jurisdiction of the California State Board of Landscape Architects that were succeeded to and vested with the Department of Consumer Affairs in accordance with Chapter 908 of the Statutes of 1994 are hereby transferred to the California Architects Board. The Legislature finds that the purpose for the transfer of power is to promote and enhance the efficiency of state government and that assumption of the powers and duties by the California Architects Board shall not be viewed or construed as a precedent for the establishment of state regulation over a profession or vocation that was not previously regulated by a board, as defined in Section 477.

(a) There is in the Department of Consumer Affairs a California Architects Board as defined in Article 2 (commencing with Section 5510) of Chapter 3 of Division 3.

Whenever in this chapter “board” is used, it refers to the California Architects Board.

(b) Except as provided herein, the board may delegate its authority under this chapter to the Landscape Architects Technical Committee.

(c) After review of proposed regulations, the board may direct the examining committee to notice and conduct hearings to adopt, amend, or repeal regulations pursuant to Section 5630, provided that the board itself shall take final action to adopt, amend, or repeal those regulations.

(d) The board shall not delegate its authority to discipline a landscape architect or to take action against a person who has violated this chapter.

(e) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 10. Section 5621 of the Business and Professions Code is amended to read:

5621. (a) There is hereby created within the jurisdiction of the board, a Landscape Architects Technical Committee, hereinafter referred to in this chapter as the landscape architects committee.

(b) The landscape architects committee shall consist of five members who shall be licensed to practice landscape architecture in this state. The Governor shall appoint three of the members. The Senate Committee on Rules and the Speaker of the Assembly shall appoint one member each.

(c) The initial members to be appointed by the Governor are as follows: one member for a term of one year; one member for a term of two years; and one member for a term of three years. The Senate Committee on Rules and the Speaker of the Assembly shall initially each appoint one member for a term of four years. Thereafter, appointments shall be made for four-year terms, expiring on June 1 of the fourth year and until the appointment and qualification of the member's successor or until one year shall have elapsed, whichever first occurs. Vacancies shall be filled for the unexpired term.

(d) No person shall serve as a member of the landscape architects committee for more than two consecutive terms.

(e) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 11. Section 5622 of the Business and Professions Code is amended to read:

5622. (a) The landscape architects committee may assist the board in the examination of candidates for a landscape architect's license and, after investigation, evaluate and make recommendations regarding potential violations of this chapter.

(b) The landscape architects committee may investigate, assist, and make recommendations to the board regarding the regulation of landscape architects in this state.

(c) The landscape architects committee may perform duties and functions that have been delegated to it by the board pursuant to Section 5620.

(d) The landscape architects committee may send a representative to all meetings of the full board to report on the committee's activities.

(e) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 12. Section 6710 of the Business and Professions Code is amended to read:

6710. (a) There is in the Department of Consumer Affairs a Board for Professional Engineers, Land Surveyors, and Geologists, which consists of 15 members.

(b) Any reference in any law or regulation to the Board of Registration for Professional Engineers and Land Surveyors, or the Board for Professional Engineers and Land Surveyors, is deemed to refer to the Board for Professional Engineers, Land Surveyors, and Geologists.

(c) This section shall remain in effect only until January 1, 2025, and as of that date is repealed. Notwithstanding any other law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

SEC. 13. Section 6714 of the Business and Professions Code is amended to read:

6714. The board shall appoint an executive officer at a salary to be fixed and determined by the board with the approval of the Director of Finance.

This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 14. Section 6981 of the Business and Professions Code is amended to read:

6981. Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the appropriate policy committees of the Legislature. The review shall be performed as if this chapter were scheduled to be repealed as of January 1, 2025.

SEC. 15. Section 7000.5 of the Business and Professions Code is amended to read:

7000.5. (a) There is in the Department of Consumer Affairs a Contractors State License Board, which consists of 15 members.

(b) Notwithstanding any other provision of law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

(c) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 16. Section 7011 of the Business and Professions Code is amended to read:

7011. (a) The board, by and with the approval of the director, shall appoint a registrar of contractors and fix the registrar's compensation.

(b) The registrar shall be the executive officer and secretary of the board and shall carry out all of the administrative duties as provided in this chapter and as delegated to the registrar by the board.

(c) For the purpose of administration of this chapter, there may be appointed a deputy registrar, a chief reviewing and hearing officer, and, subject to Section 159.5, other assistants and subordinates as may be necessary.

(d) Appointments shall be made in accordance with the provisions of civil service laws.

(e) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 17. Section 7511.5 of the Business and Professions Code is amended to read:

7511.5. Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the appropriate policy committees of the Legislature. The review shall be performed as if this chapter were scheduled to be repealed as of January 1, 2025.

SEC. 18. Section 7512.3 of the Business and Professions Code, as amended by Section 76 of Chapter 312 of the Statutes of 2020, is amended to read:

7512.3. (a) As used in this chapter, “person” includes any individual, firm, company, limited liability company, association, organization, partnership, and corporation.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 19. Section 7512.3 of the Business and Professions Code, as amended by Section 77 of Chapter 312 of the Statutes of 2020, is amended to read:

7512.3. (a) As used in this chapter, “person” includes any individual, firm, company, association, organization, partnership, and corporation.

(b) This section shall become operative on January 1, 2025.

SEC. 20. Section 7512.14 of the Business and Professions Code is amended to read:

7512.14. (a) As used in this chapter, “member” means an individual who is a member of a limited liability company as specified in Section 17704.01 of the Corporations Code.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 21. Section 7512.15 of the Business and Professions Code is amended to read:

7512.15. (a) As used in this chapter, “manager” means an individual designated under an operating agreement of a manager-managed limited liability company who is responsible for performing the management functions for the limited liability company specified in subdivision (c) of Section 17704.07 of the Corporations Code.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 22. Section 7520.3 of the Business and Professions Code is amended to read:

7520.3. (a) As a condition of the issuance, reinstatement, reactivation, or continued valid use of a license under this chapter, a limited liability company shall, in accordance with this section, maintain a policy or policies of insurance against liability imposed on or against it by law for damages arising out of claims based upon acts, errors, or omissions arising out of the private investigator services it provides.

(b) The total aggregate limit of liability under the policy or policies of insurance required under this section shall be as follows:

(1) For a limited liability company licensee with five or fewer persons named as members pursuant to subdivision (i) of Section 7525.1, the aggregate limit shall not be less than one million dollars (\$1,000,000).

(2) For a limited liability company licensee with more than five persons named as members pursuant to subdivision (i) of Section 7525.1, an additional one hundred thousand dollars (\$100,000) of insurance shall be obtained for each person named as members of the licensee except that the maximum amount of insurance is not required to exceed five million dollars (\$5,000,000) in any one designated period, less amounts paid in defending, settling, or discharging claims as set forth under this section.

(c) Prior to the issuance, reinstatement, or reactivation of a limited liability company license as provided under this chapter, the applicant or licensee shall, in the manner prescribed by the bureau, submit the information and documentation required by this section and requested by the bureau, demonstrating compliance with the financial security requirements specified by this section.

(d) For any insurance policy secured by a licensee in satisfaction of this section, a Certificate of Liability Insurance, signed by an authorized agent or employee of the insurer, shall be submitted electronically or otherwise to the bureau. The insurer issuing the certificate shall report to the bureau the following information for any policy required under this section: name, license number, policy number, dates that coverage is scheduled to commence and lapse, and cancellation date if applicable. The insurer shall list the bureau as the certificate holder for the purposes of receiving notifications related to the policy's status.

(e) (1) If a licensee fails to maintain sufficient insurance as required by this section, or fails to provide proof of the required insurance upon request by the bureau, the license is subject to suspension and shall be automatically suspended pursuant to this subdivision until the date that the licensee provides proof to the bureau of compliance with the insurance coverage requirement.

(2) Prior to an automatic suspension, the bureau shall notify the licensee, in writing, that it has 30 days to provide proof to the bureau of having the required insurance or the license shall be automatically suspended.

(3) If the licensee fails to provide proof of insurance coverage within this period, the bureau may automatically suspend the license.

(f) If the license of a limited liability company is suspended pursuant to subdivision (e), each member of the limited liability company shall be personally liable up to one million dollars (\$1,000,000) each for damages resulting to third parties in connection with the company's performance, during the period of suspension, of any act or contract when a license is required by this chapter.

(g) On and after July 1, 2018, a licensee organized as a limited liability company shall report a paid or pending claim against its liability insurance to the bureau, which shall post a notice of the claim on the Department of Consumer Affairs BreEZe License Verification Internet Web page.

(h) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 22.5. Section 7520.3 of the Business and Professions Code is amended to read:

7520.3. (a) As a condition of the issuance, reinstatement, reactivation, or continued valid use of a license under this chapter, a limited liability company shall, in accordance with this section, maintain a policy or policies of insurance against liability imposed on or against it by law for damages arising out of claims based upon acts, errors, or omissions arising out of the private investigator services it provides.

(b) The total aggregate limit of liability under the policy or policies of insurance required under this section shall be as follows:

(1) For a limited liability company licensee with five or fewer persons named as members pursuant to subdivision (i) of Section 7525.1, the aggregate limit shall not be less than one million dollars (\$1,000,000).

(2) For a limited liability company licensee with more than five persons named as members pursuant to subdivision (i) of Section 7525.1, an additional one hundred thousand dollars (\$100,000) of insurance shall be obtained for each person named as members of the licensee except that the maximum amount of insurance is not required to exceed five million dollars (\$5,000,000) in any one designated period, less amounts paid in defending, settling, or discharging claims as set forth under this section.

(c) Prior to the issuance, reinstatement, or reactivation of a limited liability company license as provided under this chapter, the applicant or licensee shall, in the manner prescribed by the bureau, submit the information and documentation required by this section and requested by the bureau, demonstrating compliance with the financial security requirements specified by this section.

(d) For any insurance policy secured by a licensee in satisfaction of this section, a Certificate of Liability Insurance, signed by an authorized agent or employee of the insurer, shall be submitted electronically or otherwise to the bureau. The insurer issuing the certificate shall report to the bureau the following information for any policy required under this section: name, license number, policy number, dates that coverage is scheduled to commence and lapse, and cancellation date if applicable. The insurer shall list the bureau as the certificate holder for the purposes of receiving notifications related to the policy's status.

(e) (1) If a licensee fails to maintain sufficient insurance as required by this section, or fails to provide proof of the required insurance upon request by the bureau, the license is subject to suspension and shall be automatically suspended pursuant to this subdivision until the date that the licensee provides proof to the bureau of compliance with the insurance coverage requirement.

(2) Prior to an automatic suspension, the bureau shall notify the licensee, in writing, that it has 30 days to provide proof to the bureau of having the required insurance or the license shall be automatically suspended.

(3) If the licensee fails to provide proof of insurance coverage within this period, the bureau may automatically suspend the license.

(f) If the license of a limited liability company is suspended pursuant to subdivision (e), each member of the limited liability company shall be personally liable up to one million dollars (\$1,000,000) each for damages resulting to third parties in connection with the company's performance, during the period of suspension, of any act or contract when a license is required by this chapter.

(g) A licensee organized as a limited liability company shall report annually to the bureau the date and amount of any claims paid during the prior calendar year from any general liability insurance policy held pursuant

to this section. The licensee shall report the information on a form provided by the bureau. The licensee shall report the claim information no later than March 1. The creation of the form shall not be subject to the requirements of Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code.

(h) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 23. Section 7525.1 of the Business and Professions Code, as amended by Section 81 of Chapter 312 of the Statutes of 2020, is amended to read:

7525.1. An application shall be verified and shall include:

- (a) The full name and business address of the applicant.
- (b) The name under which the applicant intends to do business.
- (c) A statement as to the general nature of the business in which the applicant intends to engage.
- (d) A verified statement of their experience qualifications.
- (e) (1) If the applicant is an individual, a qualified manager, a partner of a partnership, an officer of a corporation designated in subdivision (h), or a member, officer, or manager of a limited liability company designated in subdivision (i), one personal identification form provided by the bureau upon which shall appear a photograph taken within one year immediately preceding the date of the filing of the application together with two legible sets of fingerprints, one set of which shall be forwarded to the Federal Bureau of Investigation for purposes of a background check, on a form approved by the Department of Justice, and a personal description of each person, respectively. The identification form shall include residence addresses and employment history for the previous five years and be signed under penalty of perjury.
- (2) The bureau may impose a fee not to exceed three dollars (\$3) for processing classifiable fingerprint cards submitted by applicants, excluding those submitted into an electronic fingerprint system using electronic fingerprint technology.
- (f) In addition, if the applicant for a license is an individual, the application shall list all other names known as or used during the past 10 years and shall state that the applicant is to be personally and actively in charge of the business for which the license is sought. If any other qualified manager is to be actively in charge of the business, the application shall be subscribed, verified, and signed by the applicant, under penalty of perjury. If any other person is to be actively in charge of the business, the application shall also be subscribed, verified, and signed by that person under penalty of perjury.

(g) If the applicants for a license are copartners, the application shall state the true names and addresses of all partners and the name of the partner to be actively in charge of the business for which the license is sought and list all other names known as or used during the past 10 years. If a qualified manager other than a partner is to be actively in charge of the business, then the application shall be subscribed, verified, and signed by all of the partners

under penalty of perjury. If any other person is to be actively in charge of the business, the application shall also be subscribed, verified, and signed by that person, under penalty of perjury, under penalty of perjury by all of the partners and the qualified manager, or by all of the partners or the qualified manager.

(h) If the applicant for a license is a corporation, the application shall state the true names and complete residence addresses of the chief executive officer, secretary, chief financial officer, and any other corporate officer who will be active in the business to be licensed. The application shall also state the name and address of the designated person to be actively in charge of the business for which the license is sought. The application shall be subscribed, verified, and signed by a duly authorized officer of the applicant and by the qualified manager thereof, under penalty of perjury.

(i) If the applicant for a license is a limited liability company, the application shall state the true name and complete residence address of each member, manager, and any officer who will be active in the business to be licensed. A certified copy of the articles of organization, as filed by the Secretary of State, shall be supplied to the bureau upon request. In the case of a manager-managed limited liability company, the application shall be subscribed, verified, and signed by a manager; otherwise, in the case of a member-managed limited liability company, the application shall be subscribed, verified, and signed by a duly authorized member of the applicant and by the qualified manager thereof. The application shall also state whether any of the members, managers, officers, or the qualified manager has ever used an alias.

(j) Any other information, evidence, statements, or documents as may be required by the director.

(k) At the discretion of the applicant, a valid email address.

(l) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 24. Section 7525.1 of the Business and Professions Code, as amended by Section 82 of Chapter 312 of the Statutes of 2020, is amended to read:

7525.1. An application shall be verified and shall include:

- (a) The full name and business address of the applicant.
- (b) The name under which the applicant intends to do business.
- (c) A statement as to the general nature of the business in which the applicant intends to engage.
- (d) A verified statement of their experience qualifications.
- (e) (1) If the applicant is an individual, a qualified manager, a partner of a partnership, or an officer of a corporation designated in subdivision (h), one personal identification form provided by the bureau upon which shall appear a photograph taken within one year immediately preceding the date of the filing of the application together with two legible sets of fingerprints, one set of which shall be forwarded to the Federal Bureau of Investigation for purposes of a background check, on a form approved by the Department of Justice, and a personal description of each person,

respectively. The identification form shall include residence addresses and employment history for the previous five years and be signed under penalty of perjury.

(2) The bureau may impose a fee not to exceed three dollars (\$3) for processing classifiable fingerprint cards submitted by applicants, excluding those submitted into an electronic fingerprint system using electronic fingerprint technology.

(f) In addition, if the applicant for a license is an individual, the application shall list all other names known as or used during the past 10 years and shall state that the applicant is to be personally and actively in charge of the business for which the license is sought. If any other qualified manager is to be actively in charge of the business, the application shall be subscribed, verified, and signed by the applicant, under penalty of perjury. If any other person is to be actively in charge of the business, the application shall also be subscribed, verified, and signed by that person under penalty of perjury.

(g) If the applicants for a license are copartners, the application shall state the true names and addresses of all partners and the name of the partner to be actively in charge of the business for which the license is sought and list all other names known as or used during the past 10 years. If a qualified manager other than a partner is to be actively in charge of the business, then the application shall be subscribed, verified, and signed by all of the partners under penalty of perjury. If any other person is to be actively in charge of the business, the application shall also be subscribed, verified, and signed under penalty of perjury by that person, by all of the partners and the qualified manager, or by all of the partners or the qualified manager.

(h) If the applicant for a license is a corporation, the application shall state the true names and complete residence addresses of the chief executive officer, secretary, chief financial officer, and any other corporate officer who will be active in the business to be licensed. The application shall also state the name and address of the designated person to be actively in charge of the business for which the license is sought. The application shall be subscribed, verified, and signed by a duly authorized officer of the applicant and by the qualified manager thereof, under penalty of perjury.

(i) Any other information, evidence, statements, or documents as may be required by the director.

(j) At the discretion of the applicant, a valid email address.

(k) This section shall become operative on January 1, 2025.

SEC. 25. Section 7529 of the Business and Professions Code, as amended by Section 83 of Chapter 312 of the Statutes of 2020, is amended to read:

7529. (a) (1) Upon the issuance of and with each biennial renewal of a license, a license in the form of an enhanced photo identification card of the size, design, and content as may be determined by the director or the director's designee shall be issued by the bureau to each licensee, as follows:

(A) If the licensee is an individual, the enhanced photo identification card shall be issued to the licensee and to the licensee's qualified manager.

(B) If the licensee is a partnership, the enhanced photo identification card shall be issued to each partner of the partnership licensee active in the business and to the licensee’s qualified manager.

(C) If the licensee is a corporation, the enhanced photo identification card shall be issued to each officer active in the business and to the licensee’s qualified manager.

(D) If the licensee is a limited liability company, the enhanced photo identification card shall be issued to each member, officer, and manager of the licensee active in the business and to the licensee’s qualified manager.

(2) The enhanced photo identification card is evidence that the licensee is licensed pursuant to this chapter. The card shall contain the name of the licensee, license expiration date, and a photograph of the licensee. The enhanced photo identification card shall clearly state that the person is licensed as a private investigator or is the qualified manager or officer of the licensee. The enhanced photo identification card is to be composed of a durable material and may incorporate technologically advanced security features. The bureau may recover its costs in an amount sufficient to reimburse the department’s costs for furnishing the enhanced photo identification card. The fee charged shall not exceed the actual direct costs for system development, maintenance, and processing necessary to provide this service. The total amount of costs shall be recovered by including that amount in the fee charged for the initial application of and renewal of licensure. When the position, office, or association with a licensee belonging to a person to whom a card is issued is terminated, the person shall surrender the card to the licensee and, within five days thereafter, the licensee shall mail or deliver the card to the bureau for cancellation. Every person, while engaged in any activity for which licensure is required, shall display the person’s valid enhanced photo identification card as provided by regulation.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 26. Section 7529 of the Business and Professions Code, as amended by Section 84 of Chapter 312 of the Statutes of 2020, is amended to read:

7529. (a) Upon the issuance of and with each biennial renewal of a license, a license in the form of an enhanced photo identification card of the size, design, and content as may be determined by the director or the director’s designee shall be issued by the bureau to each licensee, as follows:

(1) If the licensee is an individual, the enhanced photo identification card shall be issued to the licensee and to the licensee’s qualified manager.

(2) If the licensee is a partnership, the enhanced photo identification card shall be issued to each partner of the partnership licensee active in the business and to the licensee’s qualified manager.

(3) If the licensee is a corporation, the enhanced photo identification card shall be issued to each officer active in the business and to the licensee’s qualified manager.

(b) The enhanced photo identification card is evidence that the licensee is licensed pursuant to this chapter. The card shall contain the name of the licensee, license expiration date, and a photograph of the licensee. The

enhanced photo identification card shall clearly state that the person is licensed as a private investigator or is the qualified manager or officer of the licensee. The enhanced photo identification card is to be composed of a durable material and may incorporate technologically advanced security features. The bureau may recover its costs in an amount sufficient to reimburse the department's costs for furnishing the enhanced photo identification card. The fee charged shall not exceed the actual direct costs for system development, maintenance, and processing necessary to provide this service. The total amount of costs shall be recovered by including that amount in the fee charged for the initial application of and renewal of licensure. When the position, office, or association with a licensee belonging to a person to whom a card is issued is terminated, the person shall surrender the card to the licensee and, within five days thereafter, the licensee shall mail or deliver the card to the bureau for cancellation. Every person, while engaged in any activity for which licensure is required, shall display the person's valid enhanced photo identification card as provided by regulation.

(c) This section shall become operative on January 1, 2025.

SEC. 27. Section 7533.5 of the Business and Professions Code, as amended by Section 85 of Chapter 312 of the Statutes of 2020, is amended to read:

7533.5. (a) A licensee shall notify the bureau within 30 days of any change in its corporate officers required to be named pursuant to subdivision (h) of Section 7525.1 or members or managers required to be named pursuant to subdivision (i) of Section 7525.1, and of any addition of a new partner.

(b) Applications, on forms prescribed by the director, shall be submitted by all new officers, members or managers, and partners. The director may suspend or revoke a license issued under this chapter if the director determines that the new officer, member or manager, or partner of a licensee has committed any of the acts constituting grounds to deny an application for a license or to take disciplinary action against a licensee pursuant to Section 7538 or 7538.5, respectively.

(c) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 28. Section 7533.5 of the Business and Professions Code, as amended by Section 86 of Chapter 312 of the Statutes of 2020, is amended to read:

7533.5. (a) A licensee shall notify the bureau within 30 days of any change in its corporate officers required to be named pursuant to subdivision (h) of Section 7525.1, and of any addition of a new partner.

(b) Applications, on forms prescribed by the director, shall be submitted by all new officers and partners. The director may suspend or revoke a license issued under this chapter if the director determines that the new officer or partner of a licensee has committed any of the acts constituting grounds to deny an application for a license or to take disciplinary action against a licensee pursuant to Section 7538 or 7538.5, respectively.

(c) This section shall become operative on January 1, 2025.

SEC. 29. Section 7538 of the Business and Professions Code, as amended by Section 87 of Chapter 312 of the Statutes of 2020, is amended to read:

7538. (a) After a hearing the director may deny a license unless the applicant makes a showing satisfactory to the director that the applicant, if an individual, and the applicant's qualified manager have not, or, if the applicant is a person other than an individual, that its qualified manager and each of its officers, partners, members, or managers have not:

(1) Committed any act that, if committed by a licensee, would be a ground for the suspension or revocation of a license under this chapter.

(2) Committed any act constituting dishonesty or fraud.

(3) Committed any act or crime constituting grounds for denial of licensure under Section 480, including illegally using, carrying, or possessing a deadly weapon.

(4) Been refused a license under this chapter or had a license revoked.

(5) Been an officer, partner, qualified manager, member, or manager of any person who has been refused a license under this chapter or whose license has been revoked.

(6) While unlicensed committed, or aided and abetted the commission of, any act for which a license is required by this chapter.

(7) Knowingly made any false statement in their application.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 30. Section 7538 of the Business and Professions Code, as amended by Section 88 of Chapter 312 of the Statutes of 2020, is amended to read:

7538. (a) After a hearing the director may deny a license unless the applicant makes a showing satisfactory to the director that the applicant, if an individual, and the applicant's qualified manager have not, or, if the applicant is a person other than an individual, that its qualified manager and each of its officers and partners have not:

(1) Committed any act that, if committed by a licensee, would be a ground for the suspension or revocation of a license under this chapter.

(2) Committed any act constituting dishonesty or fraud.

(3) Committed any act or crime constituting grounds for denial of licensure under Section 480, including illegally using, carrying, or possessing a deadly weapon.

(4) Been refused a license under this chapter or had a license revoked.

(5) Been an officer, partner, or qualified manager of any person who has been refused a license under this chapter or whose license has been revoked.

(6) While unlicensed committed, or aided and abetted the commission of, any act for which a license is required by this chapter.

(7) Knowingly made any false statement in their application.

(b) This section shall become operative on January 1, 2025.

SEC. 31. Section 7538.5 of the Business and Professions Code, as amended by Section 89 of Chapter 312 of the Statutes of 2020, is amended to read:

7538.5. (a) The director may refuse to issue any license provided for in this chapter to any of the following:

(1) An individual who has had any license revoked, has a license currently under suspension, or failed to renew their license while under suspension.

(2) An individual who, while acting as a partner of a partnership, an officer or director of a corporation, or a member, manager, or officer of a limited liability company, had their license revoked, has a license currently under suspension, or failed to renew their license while under suspension.

(3) An individual who, while acting as a partner of the partnership, an officer, director of the corporation, or a member, manager, or officer of a limited liability company meets both of the following conditions:

(A) The individual was a partner of any partnership, an officer or director of any corporation, or a member, manager, or officer of any limited liability company whose license was revoked, is currently under suspension, or was not renewed while under suspension.

(B) While acting as a partner, officer, director, member, or manager, they participated in any of the prohibited acts for which the license was revoked or suspended.

(4) An individual who is serving or has served as the qualified manager for any licensee that has had its license revoked, is currently under suspension, or failed to renew while under suspension.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 32. Section 7538.5 of the Business and Professions Code, as amended by Section 90 of Chapter 312 of the Statutes of 2020, is amended to read:

7538.5. (a) The director may refuse to issue any license provided for in this chapter to any of the following:

(1) An individual who has had any license revoked, has a license currently under suspension, or failed to renew their license while under suspension.

(2) An individual who, while acting as a partner of a partnership, or an officer or director of a corporation, had their license revoked, has a license currently under suspension, or failed to renew their license while under suspension.

(3) An individual, who, while acting as a partner of the partnership, or an officer or director of the corporation, meets both of the following conditions:

(A) The individual was a partner of any partnership, or an officer or director of any corporation, whose license was revoked, is currently under suspension, or was not renewed while under suspension.

(B) The individual, while acting as a partner, officer, or director, participated in any of the prohibited acts for which the license was revoked or suspended.

(4) An individual who is serving or has served as the qualified manager for any licensee that has had its license revoked, is currently under suspension, or failed to renew while under suspension.

(b) This section shall become operative on January 1, 2025.

SEC. 33. Section 7539 of the Business and Professions Code, as amended by Section 91 of Chapter 312 of the Statutes of 2020, is amended to read:

7539. (a) Any licensee or officer, director, partner, member, manager, or qualified manager of a licensee may divulge to any law enforcement officer or district attorney, or their representative, any information they may acquire as to any criminal offense, but they shall not divulge to any other person, except as otherwise required by law, any information acquired by them except at the direction of the employer or client for whom the information was obtained.

(b) A licensee or officer, director, partner, member, manager, qualified manager, or employee of a licensee shall not knowingly make any false report to their employer or client for whom information was being obtained.

(c) A written report shall not be submitted to a client except by the licensee, qualified manager, or a person authorized by one or either of them, and the person submitting the report shall exercise diligence in ascertaining whether or not the facts and information in the report are true and correct.

(d) A licensee, or officer, director, partner, manager, member, qualified manager, or employee of a licensee shall not use a badge in connection with the official activities of the licensee's business.

(e) A licensee, or officer, director, partner, manager, member, qualified manager, or employee of a licensee, shall not use a title, or wear a uniform, or use an insignia, or use an identification card, or make any statement with the intent to give an impression that they are connected in any way with the federal government, a state government, or any political subdivision of a state government.

(f) A licensee, or officer, partner, manager, member, qualified manager, or employee of a licensee shall not use any identification to indicate that they are licensed as a private investigator other than the official identification card issued by the bureau or the business card regularly used by the business. However, a licensee may issue an employer identification card.

(g) A licensee, or officer, director, partner, manager, member, qualified manager, or employee of a licensee, shall not enter any private building or portion thereof, except premises commonly accessible to the public, without the consent of the owner or of the person in legal possession thereof.

(h) A licensee shall not permit an employee or agent in their own name to advertise, engage clients, furnish reports or present bills to clients, or in any manner conduct business for which a license is required under this chapter. All business of the licensee shall be conducted in the name of and under the control of the licensee.

(i) A licensee, or officer, director, partner, manager, member, qualified manager, or employee of a licensee shall not knowingly and directly solicit employment from any person who has directly sustained bodily injury or from that person's spouse or other family member to obtain authorization on behalf of the injured person as an investigator to investigate the accident or act that resulted in injury or death to that person or damage to the property of that person. Nothing in this subdivision shall prohibit the soliciting of employment from that injured person's attorney, insurance company, self-insured administrator, insurance adjuster, employer, or any other person having an indirect interest in the investigation of the injury. This subdivision

shall not apply to any business agent or attorney employed by a labor organization. A licensee, or officer, director, partner, manager, member, or qualified manager of a licensee shall not pay or compensate any of their employees or agents on the basis of a bonus, bounty, or quota system whereby a premium is placed on the number of employer or client rule violations or infractions purportedly discovered as a result of any investigation made by a licensee.

(j) A licensee shall not use a fictitious business name in connection with the official activities of the licensee's business, except as provided by the bureau.

(k) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 34. Section 7539 of the Business and Professions Code, as amended by Section 92 of Chapter 312 of the Statutes of 2020, is amended to read:

7539. (a) A licensee or officer, director, partner, or qualified manager of a licensee may divulge to any law enforcement officer or district attorney, or their representative, any information they may acquire as to any criminal offense, but they shall not divulge to any other person, except as otherwise required by law, any information acquired by them except at the direction of the employer or client for whom the information was obtained.

(b) A licensee or officer, director, partner, qualified manager, or employee of a licensee shall not knowingly make any false report to their employer or client for whom information was being obtained.

(c) A written report shall not be submitted to a client except by the licensee, qualified manager, or a person authorized by one or either of them, and the person submitting the report shall exercise diligence in ascertaining whether or not the facts and information in the report are true and correct.

(d) A licensee, or officer, director, partner, qualified manager, or employee of a licensee shall not use a badge in connection with the official activities of the licensee's business.

(e) A licensee, or officer, director, partner, qualified manager, or employee of a licensee, shall not use a title, or wear a uniform, or use an insignia, or use an identification card, or make any statement with the intent to give an impression that they are connected in any way with the federal government, a state government, or any political subdivision of a state government.

(f) A licensee, or officer, partner, qualified manager, or employee of a licensee shall not use any identification to indicate that they are licensed as a private investigator other than the official identification card issued by the bureau or the business card regularly used by the business. However, a licensee may issue an employer identification card.

(g) A licensee, or officer, director, partner, qualified manager, or employee of a licensee, shall not enter any private building or portion thereof, except premises commonly accessible to the public, without the consent of the owner or of the person in legal possession thereof.

(h) A licensee shall not permit an employee or agent in their own name to advertise, engage clients, furnish reports or present bills to clients, or in

any manner conduct business for which a license is required under this chapter. All business of the licensee shall be conducted in the name of and under the control of the licensee.

(i) A licensee, or officer, director, partner, qualified manager, or employee of a licensee, shall not knowingly and directly solicit employment from any person who has directly sustained bodily injury or from that person's spouse or other family member to obtain authorization on behalf of the injured person as an investigator to investigate the accident or act that resulted in injury or death to that person or damage to the property of that person. This subdivision does not prohibit the soliciting of employment from that injured person's attorney, insurance company, self-insured administrator, insurance adjuster, employer, or any other person having an indirect interest in the investigation of the injury. This subdivision does not apply to any business agent or attorney employed by a labor organization. A licensee, officer, director, partner, or qualified manager of a licensee shall not pay or compensate any of their employees or agents on the basis of a bonus, bounty, or quota system whereby a premium is placed on the number of employer or client rule violations or infractions purportedly discovered as a result of any investigation made by a licensee.

(j) A licensee shall not use a fictitious business name in connection with the official activities of the licensee's business, except as provided by the bureau.

(k) This section shall become operative on January 1, 2025.

SEC. 35. Section 7573.5 of the Business and Professions Code is amended to read:

7573.5. Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the appropriate policy committees of the Legislature. The review shall be performed as if this chapter were scheduled to be repealed as of January 1, 2025.

SEC. 36. Section 7576 of the Business and Professions Code is amended to read:

7576. Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the appropriate policy committees of the Legislature. The review shall be performed as if this chapter were scheduled to be repealed as of January 1, 2025.

SEC. 37. Section 7588.8 of the Business and Professions Code is amended to read:

7588.8. Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the appropriate policy committees of the Legislature. The review shall be performed as if this chapter were scheduled to be repealed as of January 1, 2025.

SEC. 38. Section 7593.1 of the Business and Professions Code, as amended by Section 23 of Chapter 376 of the Statutes of 2021, is amended to read:

7593.1. (a) Each individual applicant, partner of a partnership, designated officer of a corporation, member, officer, or manager of a limited liability company, and a qualified manager shall submit with the application one personal identification form provided by the chief, with two legible sets of fingerprints, one set of which shall be forwarded to the Federal Bureau of Investigation for purposes of a background check, and personal description of each such person, respectively. The identification form shall include residence addresses and employment history for the previous five years.

(b) The bureau may impose a fee not to exceed three dollars (\$3) for processing classifiable fingerprint cards submitted by applicants excluding those submitted into an electronic fingerprint system using electronic fingerprint technology.

(c) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 39. Section 7593.1 of the Business and Professions Code, as amended by Section 24 of Chapter 376 of the Statutes of 2021, is amended to read:

7593.1. (a) Each individual applicant, partner of a partnership, designated officer of a corporation, and a qualified manager shall submit with the application, one personal identification form provided by the chief, with two legible sets of fingerprints, one set of which shall be forwarded to the Federal Bureau of Investigation for purposes of a background check, and personal description of each such person, respectively. The identification form shall include residence addresses and employment history for the previous five years.

(b) The bureau may impose a fee not to exceed three dollars (\$3) for processing classifiable fingerprint cards submitted by applicants excluding those submitted into an electronic fingerprint system using electronic fingerprint technology.

(c) This section shall become operative on January 1, 2025.

SEC. 40. Section 7593.5 of the Business and Professions Code is amended to read:

7593.5. (a) If the applicant for a license is a limited liability company, the application shall state the true names and complete residence addresses of each member, manager, and any other officer who will be active in the business to be licensed. A copy of the articles of organization issued by the Secretary of State shall be supplied to the bureau upon request. The application shall also state the name and address of the designated person to be actively in charge of the business for which the license is sought. The application shall be subscribed, verified, and signed by a duly authorized member of the applicant under penalty of perjury.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 41. Section 7599.80 of the Business and Professions Code is amended to read:

7599.80. Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the

appropriate policy committees of the Legislature. The review shall be performed as if this chapter were scheduled to be repealed as of January 1, 2025.

SEC. 42. Section 7599.345 of the Business and Professions Code is amended to read:

7599.345. Notwithstanding any other law, commencing January 1, 2025, a licensee shall not conduct business under this chapter as a limited liability company.

SEC. 43. Section 7602 of the Business and Professions Code is amended to read:

7602. (a) (1) There is in the department the Cemetery and Funeral Bureau, under the supervision and control of the director.

(2) The director may appoint a chief at a salary to be fixed and determined by the director, with the approval of the Director of Finance. The duty of enforcing and administering this chapter is vested in the chief, and the chief is responsible to the director. The chief shall serve at the pleasure of the director.

(3) Every power granted or duty imposed upon the director under this chapter may be exercised or performed in the name of the director by a deputy director or by the chief, subject to conditions and limitations the director may prescribe.

(b) Notwithstanding any other law, the powers and duties of the bureau, as set forth in this chapter, shall be subject to review by the appropriate policy committees of the Legislature. The review shall be performed as if this chapter is scheduled to be repealed on January 1, 2025.

SEC. 44. Section 7653 of the Business and Professions Code is amended to read:

7653. (a) The bureau shall adopt, and may from time to time amend, rules and regulations prescribing standards of knowledge and experience and financial responsibility for applicants for certificates of authority. In reviewing an application for a certificate of authority, the bureau may consider acts of incorporators, officers, directors, and stockholders of the applicant, which shall constitute grounds for the denial of a certificate of authority under Division 1.5 (commencing with Section 475).

(b) Upon receipt of an application for a certificate of authority, the bureau may cause an investigation to be made of the physical status, plans, specifications, and financing of the proposed cemetery, and any other qualifications required of the applicant under this act, and for this purpose may subpoena witnesses, administer oaths, and take testimony.

(c) At the time of the filing of the application required by this section, the applicant shall pay to the Cemetery and Funeral Fund the sum of seven hundred fifty dollars (\$750) to defray the expenses of investigation. In the event the sum shall be insufficient to defray all of the expenses, the applicant shall, within five days after request, deposit an additional sum sufficient to defray those expenses, provided that the total sum shall not exceed nine hundred dollars (\$900).

SEC. 45. Section 7712.5 of the Business and Professions Code is amended to read:

7712.5. (a) The bureau shall adopt, and may from time to time amend, rules and regulations prescribing standards of knowledge and experience and financial responsibility for applicants for a crematory license. In reviewing an application for a crematory license, the bureau may consider acts of the applicant, including acts of incorporators, officers, directors, and stockholders of the applicant, which shall constitute grounds for the denial of a crematory license under Division 1.5 (commencing with Section 475).

(b) Upon receipt of an application for a crematory license, the bureau may cause an investigation to be made of the physical status, plans, specifications, and financing of the proposed crematory, the character of the applicant, including, if applicable, its officers, directors, shareholders, or members, and any other qualifications required of the applicant under this article, and for this purpose may subpoena witnesses, administer oaths, and take testimony.

(c) At the time of the filing of the application required by this article, the applicant shall pay to the Cemetery and Funeral Fund the sum of seven hundred fifty dollars (\$750) to defray the expenses of investigation. In the event the sum shall be insufficient to defray all of the expenses, the applicant shall, within five days after request therefor, deposit an additional sum sufficient to defray such expenses, provided that the total sum shall not exceed nine hundred dollars (\$900).

SEC. 46. Section 7712.9 of the Business and Professions Code is amended to read:

7712.9. Every crematory licensee operating a crematory pursuant to a license issued in compliance with this article shall pay an annual regulatory charge for each crematory of seven hundred fifty dollars (\$750). In addition to an annual regulatory charge for each crematory, every licensee operating a crematory pursuant to a license issued pursuant to this article shall pay an additional charge of eleven dollars and fifty cents (\$11.50) per cremation made during the preceding quarter, which charges shall be deposited in the Cemetery and Funeral Fund.

SEC. 47. Section 7729 of the Business and Professions Code is amended to read:

7729. The amount of the fees prescribed by this chapter shall be fixed according to the following schedule:

(a) The application fee for a funeral director's license shall be three hundred eighty dollars (\$380).

(b) The application fee for change of location of a funeral establishment's license shall be four hundred seventy dollars (\$470).

(c) The application fee for permission to assign a funeral establishment's license shall be five hundred sixty dollars (\$560).

(d) The license renewal fee payable by a licensed funeral director shall be three hundred eighty dollars (\$380). The fee for a delinquent renewal of a funeral director's license shall be 150 percent of the timely renewal fee.

(e) The application fee for an embalmer's license and the examination on the state's laws required under paragraph (2) of subdivision (a) of Section 7646 for the license shall be two hundred eighty dollars (\$280).

(f) The renewal fee payable by a licensed embalmer shall be one hundred ninety dollars (\$190). The fee for a delinquent renewal of an embalmer's license shall be 150 percent of the timely renewal fee.

(g) The application fee for a certificate of registration as an apprentice embalmer shall be one hundred twenty dollars (\$120).

(h) The fee for an application by a funeral establishment for approval to train apprentice embalmers and for renewal of that approval shall be one hundred ninety dollars (\$190).

(i) The application fee for a funeral director's examination shall be one hundred ninety dollars (\$190).

(j) The fee for a timely filing of an individual report or a combined report on preneed trust funds shall be five hundred dollars (\$500). The fee for a late filing of any report on preneed trust funds shall be 150 percent of the applicable timely fee.

(k) The application fee for permission to change the name appearing on a funeral establishment's license shall be three hundred dollars (\$300), and for permission to change the name on any other license or certificate, shall be twenty-five dollars (\$25).

(l) The application fee for a duplicate funeral director's license, a duplicate funeral establishment's license, a duplicate embalmer's license, or a duplicate certificate of registration as an apprentice embalmer, shall be fifty dollars (\$50).

(m) The fee for filing a report of a change of corporate officers, managers, or preneed trust fund trustees shall be fifty dollars (\$50).

(n) The application fee for a funeral establishment license shall be seven hundred fifty dollars (\$750).

(o) The license renewal fee for a licensed funeral establishment shall be seven hundred fifty dollars (\$750). The fee for a delinquent renewal of a funeral establishment license shall be 150 percent of the timely renewal fee.

SEC. 48. Section 7729.3 of the Business and Professions Code is amended to read:

7729.3. The original cemetery broker's license fee shall be seven hundred fifty dollars (\$750).

SEC. 49. Section 7729.4 of the Business and Professions Code is amended to read:

7729.4. (a) The original cemetery broker's license fee is payable at the time of the filing of an application for an original cemetery broker's license.

(b) If the applicant fails the required written examination, they may be permitted to take another examination upon the filing of an application for reexamination and the payment of a reexamination fee. This reexamination fee shall be one hundred ninety dollars (\$190).

(c) No part of any original cemetery broker's license fee or reexamination fee is refundable. It is deemed earned upon receipt by the bureau, whether the accompanying application for a license is complete or incomplete.

SEC. 50. Section 7729.5 of the Business and Professions Code is amended to read:

7729.5. The annual renewal fee for a cemetery broker's license shall be five hundred sixty dollars (\$560).

SEC. 51. Section 7729.6 of the Business and Professions Code is amended to read:

7729.6. If the licensee is a cemetery brokerage corporation, the license issued to it entitles one officer only, on behalf of the corporation, to engage in the business of a cemetery broker without the payment of a further fee, that officer to be designated in the application of the corporation for a license. For each other officer of a licensed cemetery brokerage corporation, through whom it engages in the business of a cemetery broker, the annual renewal fee, in addition to the fee paid by the corporation, shall be one hundred ninety dollars (\$190).

SEC. 52. Section 7729.7 of the Business and Professions Code is amended to read:

7729.7. If the licensee is a cemetery brokerage copartnership, the license issued to it entitles one member only of the copartnership to engage on behalf of the copartnership in the business of a cemetery broker, which member shall be designated in the application of the copartnership for a license. For each other member of the copartnership who on behalf of the copartnership engages in the business of a cemetery broker, the annual renewal fee, in addition to the fee paid by the copartnership, shall be one hundred ninety dollars (\$190).

SEC. 53. Section 7729.8 of the Business and Professions Code is amended to read:

7729.8. The cemetery salesperson's license fee shall be sixty dollars (\$60).

SEC. 54. Section 7729.10 of the Business and Professions Code is amended to read:

7729.10. The annual renewal fee for a cemetery salesperson's license shall be fifty dollars (\$50).

SEC. 55. Section 7729.11 is added to the Business and Professions Code, to read:

7729.11. The fee for a timely filing of an annual report on the endowment care fund and special care fund by a certificate of authority shall be five hundred dollars (\$500). The fee for a late filing of an annual report on the endowment care fund and special care fund shall be 150 percent of the applicable timely fee.

SEC. 56. Section 7730 of the Business and Professions Code is amended to read:

7730. For a branch office broker's license, the fee shall be one hundred ninety dollars (\$190).

SEC. 57. Section 7730.1 of the Business and Professions Code is amended to read:

7730.1. The cremated remains disposer registration fee shall be one hundred ninety dollars (\$190).

SEC. 58. Section 7730.2 of the Business and Professions Code is amended to read:

7730.2. The renewal fee for a cremated remains disposer registration shall be one hundred dollars (\$100).

SEC. 59. Section 7730.3 of the Business and Professions Code is amended to read:

7730.3. For change of name or of address of licensee on the records of the bureau, the fee shall be twenty-five dollars (\$25).

SEC. 60. Section 7730.4 of the Business and Professions Code is amended to read:

7730.4. For transfer of a salesperson's license on change of employer, the fee shall be fifty dollars (\$50).

SEC. 61. Section 7730.5 of the Business and Professions Code is amended to read:

7730.5. For a duplicate license the fee shall be fifty dollars (\$50).

SEC. 62. Section 7730.6 of the Business and Professions Code is amended to read:

7730.6. (a) For reinstatement of a license within the fiscal year, the fee shall be fifty dollars (\$50).

(b) As used in this section, "reinstatement of a license" means the reissuance of a canceled cemetery broker's license, or a cemetery salesperson's license which was canceled during the year for which it was issued upon the salesperson's withdrawal from the employ of a cemetery broker.

SEC. 63. Section 7730.7 of the Business and Professions Code is amended to read:

7730.7. (a) The fee for a crematory manager examination and reexamination shall be six hundred eighty dollars (\$680).

(b) The license fee to obtain a crematory manager license shall be one hundred thirty dollars (\$130).

(c) The renewal fee for a crematory manager license shall be one hundred fifty dollars (\$150).

SEC. 64. Section 7730.8 of the Business and Professions Code is amended to read:

7730.8. (a) The fee for a cemetery manager examination shall be eight hundred dollars (\$800).

(b) The license fee to obtain a cemetery manager license shall be one hundred thirty dollars (\$130).

(c) The renewal fee for a cemetery manager license shall be one hundred fifty dollars (\$150).

SEC. 65. Section 7730.10 of the Business and Professions Code is amended to read:

7730.10. Every cemetery authority operating a cemetery shall pay an annual regulatory charge for each cemetery of seven hundred fifty dollars (\$750). In addition to an annual regulatory charge for each cemetery, an additional quarterly charge eleven dollars and fifty cents (\$11.50) for each burial, entombment, or inurnment made during the preceding quarter shall

be paid to the bureau and these charges shall be deposited in the Cemetery and Funeral Fund. If the cemetery authority performs a burial, entombment, or inurnment, and the cremation was performed at a crematory located on the grounds of the cemetery and under common ownership with the cemetery authority, the total of all additional charges shall be not more than eleven dollars and fifty cents (\$11.50).

SEC. 66. Section 7730.11 of the Business and Professions Code is amended to read:

7730.11. (a) The bureau shall establish the fee to obtain or renew a hydrolysis facility license, which shall not exceed the reasonable cost of license administration.

(b) Every licensee operating a hydrolysis facility pursuant to a license issued pursuant to this article shall pay an additional charge eleven dollars and fifty cents (\$11.50) per hydrolysis made during the preceding quarter, which charges shall be deposited into the Cemetery and Funeral Fund.

SEC. 67. Section 8000 of the Business and Professions Code is amended to read:

8000. (a) There is in the Department of Consumer Affairs a Court Reporters Board of California, which consists of five members, three of whom shall be public members and two of whom shall be holders of certificates issued under this chapter who have been actively engaged as shorthand reporters within this state for at least five years immediately preceding their appointment.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

(c) Notwithstanding any other law, repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

SEC. 68. Section 8005 of the Business and Professions Code is amended to read:

8005. (a) The Court Reporters Board of California is charged with the executive functions necessary for effectuating the purposes of this chapter. It may appoint committees as it deems necessary or proper. The board may appoint, prescribe the duties, and fix the salary of an executive officer. Except as provided by Section 159.5, the board may also employ other employees as may be necessary, subject to civil service and other law.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 69. Section 8030.2 of the Business and Professions Code is amended to read:

8030.2. (a) (1) To provide shorthand reporting services to low-income litigants in civil cases, who are unable to otherwise afford those services, funds generated by fees received by the board pursuant to subdivision (c) of Section 8031 in excess of funds needed to support the board's operating budget for the fiscal year in which a transfer described below is made shall be used by the board for the purpose of establishing and maintaining a Transcript Reimbursement Fund. The Transcript Reimbursement Fund shall

be funded by a transfer of funds from the Court Reporters' Fund in the amount of three hundred thousand dollars (\$300,000) annually. The board is authorized to transfer funds in increments of one hundred thousand dollars (\$100,000) for a total of three hundred thousand dollars (\$300,000). Notwithstanding any other provision of this article, a transfer to the Transcript Reimbursement Fund in excess of the fund balance established at the beginning of each fiscal year shall not be made by the board if the transfer will result in the reduction of the balance of the Court Reporters' Fund to an amount less than six months' operating budget.

(2) If funds are appropriated to the Transcript Reimbursement Fund from a source other than fees received by the board pursuant to subdivision (c) of Section 8031, those funds shall not be subject to the annual transfer limit of three hundred thousand dollars (\$300,000) described in paragraph (1).

(b) Refunds and unexpended funds that are anticipated to remain in the Transcript Reimbursement Fund at the end of the fiscal year shall be considered by the board in establishing the fee assessment pursuant to Section 8031 so that the assessment shall maintain the level of funding for the Transcript Reimbursement Fund, as specified in subdivision (a), in the following fiscal year.

(c) The Transcript Reimbursement Fund is hereby created in the State Treasury. Notwithstanding Section 13340 of the Government Code, moneys in the Transcript Reimbursement Fund are continuously appropriated for the purposes of this chapter.

(d) (1) Applicants who have been reimbursed pursuant to this chapter for services provided to litigants and who are awarded court costs or attorney's fees by judgment or by settlement agreement shall refund the full amount of that reimbursement to the fund within 90 days of receipt of the award or settlement.

(2) An applicant appearing pro se who has been reimbursed for services provided to litigants under this chapter shall refund the full amount reimbursed if a court orders the applicant's fee waiver withdrawn or denied retroactively pursuant to Section 68636 of the Government Code, within 90 days of the court's order withdrawing or denying the fee waiver.

(e) Subject to the limitations of this chapter, the board shall maintain the fund at a level that is sufficient to pay all qualified claims. To accomplish this objective, the board shall utilize all refunds, unexpended funds, fees, and any other moneys received by the board.

(f) Notwithstanding Section 16346 of the Government Code, all unencumbered funds remaining in the Transcript Reimbursement Fund as of January 1, 2025, shall be transferred to the Court Reporters' Fund.

(g) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 70. Section 8030.4 of the Business and Professions Code is amended to read:

8030.4. As used in this chapter:

(a) "Applicant" means a qualified legal services project, qualified support center, other qualified project, or pro bono attorney applying to receive

funds from the Transcript Reimbursement Fund established by this chapter. The term “applicant” includes an indigent person appearing pro se to represent themselves at any stage of the case and applying to receive funds from the Transcript Reimbursement Fund established in Section 8030.2.

(b) “Case” means a single legal proceeding from its inception, through all levels of hearing, trial, and appeal, until its ultimate conclusion and disposition.

(c) “Certified shorthand reporter” means a shorthand reporter certified pursuant to Article 3 (commencing with Section 8020) performing shorthand reporting services pursuant to Section 8017.

(d) “Developmentally Disabled Assistance Act” means the Developmentally Disabled Assistance and Bill of Rights Act of 1975 (Public Law 94-103), as amended.

(e) “Fee-generating case” means any case or matter that, if undertaken on behalf of an eligible client by an attorney in private practice, reasonably may be expected to result in payment of a fee for legal services from an award to a client, from public funds, or from an opposing party. A reasonable expectation as to payment of a legal fee exists wherever a client enters into a contingent fee agreement with the client’s lawyer. If there is no contingent fee agreement, a case is not considered fee generating if adequate representation is deemed to be unavailable because of the occurrence of any of the following circumstances:

(1) If the applicant has determined that referral is not possible because of any of the following:

(A) The case has been rejected by the local lawyer referral service, or if there is no such service, by two private attorneys who have experience in the subject matter of the case.

(B) Neither the referral service nor any lawyer will consider the case without payment of a consultation fee.

(C) The case is of the type that private attorneys in the area ordinarily do not accept, or do not accept without prepayment of a fee.

(D) Emergency circumstances compel immediate action before referral can be made, but the client is advised that, if appropriate and consistent with professional responsibility, referral will be attempted at a later time.

(2) If recovery of damages is not the principal object of the case and a request for damages is merely ancillary to an action for equitable or other nonpecuniary relief or inclusion of a counterclaim requesting damages is necessary for effective defense or because of applicable rules governing joinder of counterclaims.

(3) If a court appoints an applicant or an employee of an applicant pursuant to a statute or a court rule or practice of equal applicability to all attorneys in the jurisdiction.

(4) In any case involving the rights of a claimant under a public-supported benefit program for which entitlement to benefit is based on need.

(f) (1) “Indigent person” means any of the following:

(A) A person whose income is 125 percent or less of the current poverty threshold established by the United States Office of Management and Budget.

(B) A person who is eligible for supplemental security income.

(C) A person who is eligible for, or receiving, free services under the federal Older Americans Act or the Developmentally Disabled Assistance Act.

(D) A person whose income is 75 percent or less of the maximum level of income for lower income households as defined in Section 50079.5 of the Health and Safety Code, for purposes of a program that provides legal assistance by an attorney in private practice on a pro bono basis.

(E) A person who qualifies for a waiver of fees pursuant to Section 68632 of the Government Code.

(2) For the purposes of this subdivision, the income of a person who is disabled shall be determined after deducting the costs of medical and other disability-related special expenses.

(g) “Lawyer referral service” means a lawyer referral program authorized by the State Bar of California pursuant to the rules of professional conduct.

(h) “Legal Services Corporation” means the Legal Services Corporation established under the Legal Services Corporation Act of 1974 (Public Law 93-355), as amended.

(i) “Older Americans Act” means the Older Americans Act of 1965 (Public Law 89-73), as amended.

(j) “Other qualified project” means a nonprofit organization formed for charitable or other public purposes, that does not receive funds from the Legal Services Corporation or pursuant to the federal Older Americans Act, and provides free legal services to indigent persons.

(k) “Pro bono attorney” means any attorney, law firm, or legal corporation, licensed to practice law in this state, that undertakes, without charge to the party, the representation of an indigent person, referred by a qualified legal services project, qualified support center, or other qualified project, in a case not considered to be fee generating, as defined in this chapter.

(l) “Qualified legal services project” means a nonprofit project, incorporated and operated exclusively in California, that provides as its primary purpose and function legal services without charge to indigent persons, has a board of directors or advisory board composed of both attorneys and consumers of legal services, and provides for community participation in legal services programming. A legal services project funded, either in whole or in part, by the Legal Services Corporation or with the federal Older Americans Act funds is presumed to be a qualified legal services project for the purposes of this chapter.

(m) “Qualified support center” means an incorporated nonprofit legal services center that has an office or offices in California that provide legal services or technical assistance without charge to qualified legal services projects and their clients on a multicounty basis in California. A support center funded, either in whole or in part, by the Legal Services Corporation or with the federal Older Americans Act funds is presumed to be a qualified legal services project for the purposes of this chapter.

(n) “Rules of professional conduct” means those rules adopted by the State Bar of California pursuant to Sections 6076 and 6077.

(o) “Supplemental security income recipient” means an individual receiving or eligible to receive payments under Title XVI of the Social Security Act (Public Law 92-603), as amended, or payment under Chapter 3 (commencing with Section 12000) of Part 3 of Division 9 of the Welfare and Institutions Code.

(p) “Vexatious litigant” means a person as defined in subdivision (b) of Section 391 of the Code of Civil Procedure.

(q) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 71. Section 8030.6 of the Business and Professions Code is amended to read:

8030.6. (a) The board shall disburse funds from the Transcript Reimbursement Fund for the costs, exclusive of per diem charges by official reporters, of preparing either an original transcript and one copy thereof, or where appropriate, a copy of the transcript, of court or deposition proceedings, or both, incurred as a contractual obligation between the shorthand reporter and the applicant, for litigation conducted in California. If there is no deposition transcript, the board may reimburse the applicant or the certified shorthand reporter designated in the application for per diem costs. The rate of per diem for depositions shall not exceed seventy-five dollars (\$75) for one-half day, or one hundred twenty-five dollars (\$125) for a full day. If a transcript is ordered within one year of the date of the deposition, but subsequent to the per diem having been reimbursed by the Transcript Reimbursement Fund, the amount of the per diem shall be deducted from the regular customary charges for a transcript. Reimbursement may be obtained pursuant to the following provisions:

(1) The applicant or certified shorthand reporter shall promptly submit to the board the certified shorthand reporter’s invoice for transcripts together with the appropriate documentation as is required by this chapter.

(2) Except as provided in paragraph (3), the board shall promptly determine if the applicant or the certified shorthand reporter is entitled to reimbursement under this chapter and shall make payment as follows:

(A) Regular customary charges for preparation of original deposition transcripts and one copy thereof, or a copy of the transcripts.

(B) Regular customary charges for expedited deposition transcripts up to a maximum of two thousand five hundred dollars (\$2,500) per case.

(C) Regular customary charges for the preparation of original transcripts and one copy thereof, or a copy of transcripts of court proceedings.

(D) Regular customary charges for expedited or daily charges for preparation of original transcripts and one copy thereof or a copy of transcripts of court proceedings.

(E) The charges shall not include notary or handling fees. The charges may include actual shipping costs and exhibits, except that the cost of exhibits may not exceed thirty-five cents (\$0.35) each or a total of thirty-five dollars (\$35) per transcript.

(3) The maximum amount reimbursable by the fund under paragraph (2) shall not exceed thirty thousand dollars (\$30,000) per case per year.

(4) A vexatious litigant shall be ineligible to receive funds from the Transcript Reimbursement Fund. However, a vexatious litigant may become eligible to receive funds if the vexatious litigant is no longer subject to the provisions of Title 3A (commencing with Section 391) of Part 2 of the Code of Civil Procedure pursuant to Section 391.8 of Code of Civil Procedure.

(5) Disbursements to cover the costs of providing transcripts to all applicants appearing pro se pursuant to this section shall not exceed two thousand five hundred dollars (\$2,500) per case.

(6) If entitled, and funds are available, the board shall disburse the appropriate sum to the applicant or the certified shorthand reporter when the documentation described in Section 8030.8 accompanies the application. A notice shall be sent to the recipient requiring the recipient to file a notice with the court in which the action is pending stating the sum of reimbursement paid pursuant to this section. The notice filed with the court shall also state that if the sum is subsequently included in any award of costs made in the action, that the sum is to be ordered refunded by the applicant to the Transcript Reimbursement Fund whenever the sum is actually recovered as costs. The court shall not consider whether payment has been made from the Transcript Reimbursement Fund in determining the appropriateness of any award of costs to the parties. The board shall also notify the applicant that the reimbursed sum has been paid to the certified shorthand reporter and shall notify the applicant of the duty to refund any of the sum actually recovered as costs in the action.

(7) If not entitled, the board shall return a copy of the invoice to the applicant and the designated certified shorthand reporter together with a notice stating the grounds for denial.

(8) The board shall complete its actions under this section within 30 days of receipt of the invoice and all required documentation, including a completed application.

(9) Applications for reimbursements from the fund shall be filed on a first-come-first-served basis.

(10) Applications for reimbursement that cannot be paid from the fund due to insufficiency of the fund for that fiscal year shall be held over until the next fiscal year to be paid out of the renewed fund. Applications held over shall be given a priority standing in the next fiscal year.

(b) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 72. Section 8030.8 of the Business and Professions Code is amended to read:

8030.8. (a) For purposes of this chapter, documentation accompanying an invoice is sufficient to establish entitlement for reimbursement from the Transcript Reimbursement Fund if it is filed with the executive officer on an application form prescribed by the board that is complete in all respects, and that establishes all of the following:

(1) The case name and number and that the litigant or litigants requesting the reimbursement are indigent persons. If the applicant is an indigent person appearing pro se the application shall be accompanied by a copy of the fee waiver form approved by the court in the matter for which the applicant seeks reimbursement.

(2) The applicant is qualified under the provisions of this chapter.

(3) The case is not a fee-generating case, as defined in Section 8030.4.

(4) The invoice or other documentation shall evidence that the certified shorthand reporter to be reimbursed was, at the time the services were rendered, a duly licensed certified shorthand reporter.

(5) The invoice shall be accompanied by a statement, signed by the applicant, stating that the charges are for transcripts actually provided as indicated on the invoice.

(6) The applicant has acknowledged, in writing, that as a condition of entitlement for reimbursement that the applicant agrees to refund the entire amount disbursed from the Transcript Reimbursement Fund from any costs or attorney's fees awarded to the applicant by the court or provided for in any settlement agreement in the case.

(7) The certified shorthand reporter's invoice for transcripts shall include separate itemizations of charges claimed, as follows:

(A) Total charges and rates for customary services in preparation of an original transcript and one copy or a copy of the transcript of depositions.

(B) Total charges and rates for expedited deposition transcripts.

(C) Total charges and rates in connection with transcription of court proceedings.

(b) For an applicant claiming to be eligible pursuant to subdivision (j), (l), or (m) of Section 8030.4, a letter from the director of the project or center, certifying that the project or center meets the standards set forth in one of those subdivisions and that the litigant or litigants are indigent persons, is sufficient documentation to establish eligibility.

(c) For an applicant claiming to be eligible pursuant to subdivision (k) of Section 8030.4, a letter certifying that the applicant meets the requirements of that subdivision, that the case is not a fee-generating case, as defined in subdivision (e) of Section 8030.4, and that the litigant or litigants are indigent persons, together with a letter from the director of a project or center defined in subdivision (j), (l), or (m) of Section 8030.4 certifying that the litigant or litigants had been referred by that project or center to the applicant, is sufficient documentation to establish eligibility.

(d) The applicant may receive reimbursement directly from the board if the applicant has previously paid the certified shorthand reporter for transcripts as provided in Section 8030.6. To receive payment directly, the applicant shall submit, in addition to all other required documentation, an itemized statement signed by the certified shorthand reporter performing the services that describes payment for transcripts in accordance with the requirements of Section 8030.6.

(e) The board may prescribe appropriate forms to be used by applicants and certified shorthand reporters to facilitate these requirements.

(f) This chapter does not restrict the contractual obligation or payment for services, including, but not limited to, billing the applicant directly, during the pendency of the claim.

(g) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 73. Section 8050 of the Business and Professions Code, as amended by Section 2 of Chapter 214 of the Statutes of 2021, is amended to read:

8050. (a) It is the intent of the Legislature to enhance the regulation of licensed shorthand reporters and shorthand reporting corporations pursuant to this section, by imposing specific penalties in addition to other remedies permitted by this chapter that seek to discourage practices that are inconsistent with the integrity and impartiality required of officers of the court, to promote competition based upon the quality and price of shorthand reporting services, and to ensure consistent regulation of corporations owned by certificate holders and those not owned by certificate holders.

(b) This section shall apply to an individual or entity that does any of the following:

(1) Any act that constitutes shorthand reporting that occurs wholly or partly in this state.

(2) Employs, independently contracts with, or recruits a licensed shorthand reporter to report or transcribe deposition testimony in a court proceeding or in a deposition.

(3) Contracts with a resident of this state by mail or otherwise that requires either party to perform licensed shorthand reporting wholly or partly in this state.

(4) Independently contracts with or is employed by an entity that does any of the acts described in paragraphs (1) to (3), inclusive.

(c) (1) This section does not apply to an individual, whether acting as an individual or as an officer, director, or shareholder of a shorthand reporting corporation, as defined in Section 8040, who possesses a valid license, issued pursuant to Section 8018 or a valid registration issued pursuant to Section 8051, that may be revoked or suspended by the board, or to a shorthand reporting corporation that is in compliance with Section 8044.

(2) This section does not apply to a court, a party to litigation, an attorney of a party, or a full-time employee of a party or the attorney of a party, who provides or contracts for certified shorthand reporting for purposes related to the litigation.

(d) An individual or entity described in subdivision (b) shall not do any of the following:

(1) Seek compensation for a transcript that is in violation of the minimum transcript format standards set forth in Section 2473 of Article 8 of Division 24 of Title 16 of the California Code of Regulations.

(2) Seek compensation for a certified court transcript applying fees higher than those set out in Section 69950 of the Government Code.

(3) Make a transcript available to one party in advance of other parties, as described in subdivision (d) of Section 2025.510 of the Code of Civil

Procedure, or offer or provide a service to only one party as described in subdivision (b) of Section 2025.320 of the Code of Civil Procedure.

(4) Fail to promptly notify a party of a request for preparation of all or any part of a transcript, excerpts, or expedites for one party without the other parties' knowledge, as described in paragraph (5) of subdivision (b) of Section 2475 of Article 8 of Division 24 of Title 16 of the California Code of Regulations.

(e) Nothing in this section shall be construed to prohibit a licensed shorthand reporter, shorthand reporting corporation, or an individual or entity described in subdivision (b), from offering or providing long-term or multicasework volume discounts or services ancillary to reporting and transcribing a deposition, arbitration, or judicial proceeding in contracts that are subject to laws related to shorthand reporting.

(f) An individual or entity that violates this section shall be subject to a civil fine not exceeding ten thousand dollars (\$10,000) per violation.

(g) The Attorney General, a district attorney, a city attorney, or the board may bring a civil action for a violation of this section, including an action for injunctive relief and any other appropriate relief, and shall be entitled, if they are the prevailing party, to recover reasonable attorney's fees.

(h) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 74. Section 8050 of the Business and Professions Code, as added by Section 3 of Chapter 214 of the Statutes of 2021, is amended to read:

8050. (a) It is the intent of the Legislature to enhance the regulation of licensed shorthand reporters and shorthand reporting corporations pursuant to this section, by imposing specific penalties in addition to other remedies permitted by this chapter that seek to discourage practices that are inconsistent with the integrity and impartiality required of officers of the court and to promote competition based upon the quality and price of shorthand reporting services.

(b) This section shall apply to an individual or entity that does any of the following:

(1) Any act that constitutes shorthand reporting that occurs wholly or partly in this state.

(2) Employs, independently contracts with, or recruits a licensed shorthand reporter to report or transcribe deposition testimony in a court proceeding or in a deposition.

(3) Contracts with a resident of this state by mail or otherwise that requires either party to perform licensed shorthand reporting wholly or partly in this state.

(4) Independently contracts with or is employed by an entity that does any of the acts described in paragraphs (1) to (3), inclusive.

(c) (1) This section does not apply to an individual, whether acting as an individual or as an officer, director, or shareholder of a shorthand reporting corporation, as defined in Section 8040, who possesses a valid license, issued pursuant to Section 8018, that may be revoked or suspended

by the board, or to a shorthand reporting corporation that is in compliance with Section 8044.

(2) This section does not apply to a court, a party to litigation, an attorney of the party, or a full-time employee of the party or the attorney of the party, who provides or contracts for certified shorthand reporting for purposes related to the litigation.

(d) An individual or entity described in subdivision (b) shall not do any of the following:

(1) Seek compensation for a transcript that is in violation of the minimum transcript format standards set forth in Section 2473 of Article 8 of Division 24 of Title 16 of the California Code of Regulations.

(2) Seek compensation for a certified court transcript applying fees other than those set out in Section 69950 of the Government Code.

(3) Make a transcript available to one party in advance of other parties, as described in subdivision (d) of Section 2025.510 of the Code of Civil Procedure, or offer or provide a service to only one party as described in subdivision (b) of Section 2025.320 of the Code of Civil Procedure.

(4) Fail to promptly notify a party of a request for preparation of all or any part of a transcript, excerpts, or expedites for one party without the other parties' knowledge, as described in paragraph (5) of subdivision (b) of Section 2475 of Article 8 of Division 24 of Title 16 of the California Code of Regulations.

(e) Nothing in this section shall be construed to prohibit a licensed shorthand reporter, shorthand reporting corporation, or an individual or entity described in subdivision (b), from offering or providing long-term or multicase volume discounts or services ancillary to reporting and transcribing a deposition, arbitration, or judicial proceeding in contracts that are subject to laws related to shorthand reporting.

(f) An individual or entity that violates this section shall be subject to a civil fine not exceeding ten thousand dollars (\$10,000) per violation.

(g) The Attorney General, a district attorney, a city attorney, or the board may bring a civil action for a violation of this section, including an action for injunctive relief and any other appropriate relief, and shall be entitled, if they are the prevailing party, to recover reasonable attorney's fees.

(h) This section shall become operative on January 1, 2025.

SEC. 75. Section 8051 of the Business and Professions Code is amended to read:

8051. (a) On and after July 1, 2022, an entity that is not a shorthand reporting corporation may, wherever headquartered in the United States, engage in the conduct described in subdivision (b) of Section 8050 if it is approved for registration by the board after meeting all of the following requirements:

(1) The entity pays an initial annual registration fee to the board. Until January 1, 2025, the fee shall be five hundred dollars (\$500). On and after January 1, 2025, the fee shall not exceed five hundred dollars (\$500) or the board's cost of administering this section, whichever is less.

(2) The entity has designated a board-certified reporter-in-charge who is a full-time employee of the registered entity and a resident of California, and who holds a currently valid California license at all times as a certified shorthand reporter where the certificate holder has no restrictions on their license and is not subject to a pending board accusation or investigation at the time of the entity's application for registration. The reporter-in-charge shall be responsible to the board for an entity's compliance with all state laws and regulations pertaining to and within the scope of the practice of certified shorthand reporting and any acts of the entity pertaining to and within the scope of the practice of a certificate holder shall be deemed acts of the reporter-in-charge. Nothing in this paragraph shall be construed as permitting the board to restrict, suspend, or revoke the license of a reporter-in-charge for conduct committed or directed by another person unless the reporter-in-charge had knowledge of or knowingly participated in such conduct.

(3) The entity agrees in the registration to abide by the laws, regulations, and standards of practice applicable to businesses that render shorthand reporting services pursuant to Section 13401 of the Corporations Code, except for the requirements of Sections 8040 and 8044.

(b) An entity shall provide the board with all of the following information for consideration of initial registration pursuant to subdivision (a):

(1) The name and certificate number of the entity's certified reporter-in-charge.

(2) Whether the entity, a controlling officer or parent corporation of the entity, the entity's reporter-in-charge, or any of its officers, employees, or independent contractors, has been subject to any enforcement action, relating to the provision of court reporting services, by a state or federal agency within five years before submitting the initial registration. If so, the entity shall provide the board a copy of the operative complaint with the initial registration.

(3) Whether the entity, within five years before submitting the registration, has settled, or been adjudged to have liability for, a civil complaint alleging the entity or the entity's reporter-in-charge engaged in misconduct relating to the provision of court reporting services for more than fifty thousand dollars (\$50,000).

(4) Any additional documentation the board reasonably deems necessary for consideration in the initial registration process.

(c) Within 90 days of receiving a completed application for initial registration, including any disclosures made pursuant to subdivision (b), the board shall either approve the entity's registration or deny the application upon a finding that a substantial risk would be posed to the public, which shall be subsequently provided to the applicant in writing with specificity as to the basis of that finding.

(d) A registration issued by the board pursuant to this section shall be valid for one year, at which time it may be approved for renewal by the board upon meeting the requirements of subdivision (a).

(e) A registered entity shall notify the board in writing within 30 days of the date when a reporter-in-charge ceases to act as the reporter-in-charge and propose another certificate holder to take over as the reporter-in-charge. The proposed replacement reporter-in-charge shall be subject to approval by the board. If disapproved, the entity shall propose another replacement within 15 days of the date of disapproval and shall continue to name proposed replacements until a reporter-in-charge is approved by the board.

(f) The board shall revoke the registration of an entity if the board determines the entity:

(1) Engaged, in whole or in part, through officers, employees, or independent contractors that are not certificate holders, in acts that are within the scope of practice of a certificate holder, unless otherwise permitted by law.

(2) Directed or authorized the reporter-in-charge to violate state laws or regulations pertaining to shorthand reporting or offering financial incentives to the reporter-in-charge for engaging in acts that violate state law.

(g) In addition to revoking an entity's registration as required by subdivision (f), a registration issued under this section may be revoked, suspended, denied, restricted, or subjected to other disciplinary action as the board deems fit for violations of the laws or regulations pertaining to shorthand reporting by the entity's officers, employees, or independent contractors, including the issuance of citations and fines.

(h) The board shall consider suspending the registration of an entity for a minimum of one year if the license of its reporter-in-charge is suspended or revoked for violating this section more than twice in a consecutive five-year period.

(i) An entity shall have the right to reasonable notice and opportunity to comment to and before the board regarding any determination to deny or revoke registration before that determination becomes final. An entity may seek review of a board decision to deny or revoke registration under this section either in an administrative hearing under Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code or through an action brought pursuant to Section 1085 of the Code of Civil Procedure.

(j) A certificate holder shall not engage in the practice of shorthand reporting on behalf of an entity that the reporter knows or should know is not registered with the board and shall verify whether a person or entity is registered with the board before engaging in the practice of shorthand reporting on behalf of that person or entity.

(k) The board shall create and make available on its internet website a directory of registered entities. The board shall not take action against a certificate holder solely for a violation of subdivision (j) if the certificate holder reasonably relied on the board's directory stating that the entity was registered at the time.

(l) The board may adopt regulations to implement this section, including emergency regulations during the years 2022 and 2023. The executive functions delegated to the board pursuant to Section 8005 include the

discretion to inform the public of information that would be or is a public record regarding shorthand reporting corporations operating in this state.

(m) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

SEC. 76. Section 8710 of the Business and Professions Code is amended to read:

8710. (a) The Board for Professional Engineers, Land Surveyors, and Geologists is vested with power to administer the provisions and requirements of this chapter, and may make and enforce rules and regulations that are reasonably necessary to carry out its provisions.

(b) The board may adopt rules and regulations of professional conduct that are not inconsistent with state and federal law. The rules and regulations may include definitions of incompetence and negligence. Every person who holds a license or certificate issued by the board pursuant to this chapter, or a license or certificate issued to a civil engineer pursuant to Chapter 7 (commencing with Section 6700), shall be governed by these rules and regulations.

(c) This section shall remain in effect only until January 1, 2025, and as of that date is repealed. Notwithstanding any other law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

SEC. 77. Section 9812.5 of the Business and Professions Code is amended to read:

9812.5. The director shall gather evidence of violations of this chapter and of any regulation established hereunder by any service contractor, whether registered or not, and by any employee, partner, officer, or member of any service contractor. The director shall, on their own initiative, conduct spot check investigations of service contractors throughout the state on a continuous basis.

This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 78. Section 9830.5 of the Business and Professions Code is amended to read:

9830.5. (a) Each service contractor shall pay the fee required by this chapter for each place of business operated by them in this state and shall register with the bureau upon forms prescribed by the director. The forms shall contain sufficient information to identify the service contractor, including name, address, retail seller's permit number, if a permit is required under the Sales and Use Tax Law (Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code), a copy of the certificate of qualification as filed with the Secretary of State if the service contractor is a foreign corporation, and other identifying data to be prescribed by the bureau. If the business is to be carried on under a fictitious name, that fictitious name shall be stated. If the service contractor is a partnership, identifying data shall be stated for each partner. If the service contractor is a private company that does not file an annual report on Form 10-K with the Securities and Exchange Commission, data shall be included for each

of the officers and directors of the company as well as for the individual in charge of each place of the service contractor's business in the State of California, subject to any regulations the director may adopt. If the service contractor is a publicly held corporation or a private company that files an annual report on Form 10-K with the Securities and Exchange Commission, it shall be sufficient for purposes of providing data for each of the officers and directors of the corporation or company to file with the director the most recent annual report on Form 10-K that is filed with the Securities and Exchange Commission.

(b) A service contractor who does not operate a place of business in this state but who sells, issues, or administers service contracts in this state, shall hold a valid registration issued by the bureau and shall pay the registration fee required by this chapter as if they had a place of business in this state.

(c) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 79. Section 9832.5 of the Business and Professions Code is amended to read:

9832.5. (a) Registrations issued under this chapter shall expire no more than 12 months after the issue date. The expiration date of registrations shall be set by the director in a manner to best distribute renewal procedures throughout the year.

(b) To renew an unexpired registration, the service contractor shall, on or before the expiration date of the registration, apply for renewal on a form prescribed by the director, and pay the renewal fee prescribed by this chapter.

(c) To renew an expired registration, the service contractor shall apply for renewal on a form prescribed by the director, pay the renewal fee in effect on the last regular renewal date, and pay all accrued and unpaid delinquency and renewal fees.

(d) Renewal is effective on the date that the application is filed, the renewal fee is paid, and all delinquency fees are paid.

(e) For purposes of implementing the distribution of the renewal of registrations throughout the year, the director may extend, by not more than six months, the date fixed by law for renewal of a registration, except that, in that event, any renewal fee that may be involved shall be prorated in such a manner that no person shall be required to pay a greater or lesser fee than would have been required had the change in renewal dates not occurred.

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 80. Section 9847.5 of the Business and Professions Code is amended to read:

9847.5. (a) Each service contractor shall maintain those records as are required by the regulations adopted to carry out the provisions of this chapter for a period of at least three years. These records shall be open for reasonable inspection by the director or other law enforcement officials.

(b) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 81. Section 9849 of the Business and Professions Code, as amended by Section 12 of Chapter 578 of the Statutes of 2018, is amended to read:

9849. (a) The expiration of a valid registration shall not deprive the director of jurisdiction to proceed with any investigation or hearing on a cease and desist order against a service dealer or service contractor or to render a decision to suspend, revoke, or place on probation a registration.

(b) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 82. Section 9849 of the Business and Professions Code, as amended by Section 13 of Chapter 578 of the Statutes of 2018, is amended to read:

9849. (a) The expiration of a valid registration shall not deprive the director of jurisdiction to proceed with any investigation or hearing on a cease and desist order against a service dealer or to render a decision to suspend, revoke, or place on probation a registration.

(b) This section shall become operative on January 1, 2024.

SEC. 83. Section 9851 of the Business and Professions Code, as amended by Section 14 of Chapter 578 of the Statutes of 2018, is amended to read:

9851. (a) The superior court in and for the county wherein any person carries on, or attempts to carry on, business as a service dealer or service contractor in violation of the provisions of this chapter, or any regulation thereunder, shall, on application of the director, issue an injunction or other appropriate order restraining that conduct.

(b) The proceedings under this section shall be governed by Chapter 3 (commencing with Section 525) of Title 7 of Part 2 of the Code of Civil Procedure, except that the director shall not be required to allege facts necessary to show or tending to show lack of an adequate remedy at law or irreparable injury.

(c) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 84. Section 9851 of the Business and Professions Code, as amended by Section 15 of Chapter 578 of the Statutes of 2018, is amended to read:

9851. (a) The superior court in and for the county wherein any person carries on, or attempts to carry on, business as a service dealer in violation of the provisions of this chapter, or any regulation thereunder, shall, on application of the director, issue an injunction or other appropriate order restraining that conduct.

(b) The proceedings under this section shall be governed by Chapter 3 (commencing with Section 525) of Title 7 of Part 2 of the Code of Civil Procedure, except that the director shall not be required to allege facts necessary to show or tending to show lack of an adequate remedy at law or irreparable injury.

(c) This section shall become operative on January 1, 2024.

SEC. 85. Section 9853 of the Business and Professions Code, as amended by Section 16 of Chapter 578 of the Statutes of 2018, is amended to read:

9853. (a) A plea or verdict of guilty or a conviction following a plea of nolo contendere made to a charge substantially related to the qualifications, functions, and duties of a service dealer or service contractor is deemed to

be a conviction within the meaning of this article. The director may suspend, revoke, or place on probation a registration, or may deny registration, when the time for appeal has elapsed, or the judgment of conviction has been affirmed on appeal or when an order granting probation is made suspending the imposition of sentence, irrespective of a subsequent order under Section 1203.4 of the Penal Code, allowing that person to withdraw their plea of guilty and to enter a plea of not guilty, or setting aside the verdict of guilty, or dismissing the accusation, information, or indictment.

(b) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 86. Section 9853 of the Business and Professions Code, as amended by Section 17 of Chapter 578 of the Statutes of 2018, is amended to read:

9853. (a) A plea or verdict of guilty or a conviction following a plea of nolo contendere made to a charge substantially related to the qualifications, functions, and duties of a service dealer is deemed to be a conviction within the meaning of this article. The director may suspend, revoke, or place on probation a registration, or may deny registration, when the time for appeal has elapsed, or the judgment of conviction has been affirmed on appeal or when an order granting probation is made suspending the imposition of sentence, irrespective of a subsequent order under Section 1203.4 of the Penal Code allowing that person to withdraw their plea of guilty and to enter a plea of not guilty, or setting aside the verdict of guilty, or dismissing the accusation, information, or indictment.

(b) This section shall become operative January 1, 2024.

SEC. 87. Section 9855.9 of the Business and Professions Code is amended to read:

9855.9. This article shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 88. Section 9860 of the Business and Professions Code, as amended by Section 22 of Chapter 578 of the Statutes of 2018, is amended to read:

9860. (a) The director shall establish procedures for accepting complaints from the public against any service dealer or service contractor.

(b) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 89. Section 9860 of the Business and Professions Code, as amended by Section 23 of Chapter 578 of the Statutes of 2018, is amended to read:

9860. (a) The director shall establish procedures for accepting complaints from the public against any service dealer.

(b) This section shall become operative on January 1, 2024.

SEC. 90. Section 9862.5 of the Business and Professions Code is amended to read:

9862.5. (a) If a complaint indicates a possible violation of this chapter or of the regulations adopted pursuant to this chapter, the director may advise the service contractor of the contents of the complaint and, if the service contractor is so advised, the director shall make a summary investigation of the facts after the service contractor has had reasonable opportunity to reply thereto.

(b) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 91. Section 9863 of the Business and Professions Code, as amended by Section 25 of Chapter 578 of the Statutes of 2018, is amended to read:

9863. (a) If, upon summary investigation, it appears probable to the director that a violation of this chapter, or the regulations thereunder, has occurred, the director, in their discretion, may suggest measures that in the director's judgment would compensate the complainant for the damages they suffered as a result of the alleged violation. If the service dealer or service contractor accepts the director's suggestions and performs accordingly, the director shall give that fact due consideration in any subsequent disciplinary proceeding. If the service dealer or service contractor declines to abide by the suggestions of the director, the director may investigate further and may institute disciplinary proceedings in accordance with the provisions of this chapter.

(b) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 92. Section 9863 of the Business and Professions Code, as amended by Section 26 of Chapter 578 of the Statutes of 2018, is amended to read:

9863. (a) If, upon summary investigation, it appears probable to the director that a violation of this chapter, or the regulations thereunder, has occurred, the director, in their discretion, may suggest measures that in the director's judgment would compensate the complainant for the damages they suffered as a result of the alleged violation. If the service dealer accepts the director's suggestions and performs accordingly, the director shall give that fact due consideration in any subsequent disciplinary proceeding. If the service dealer declines to abide by the suggestions of the director, the director may investigate further and may institute disciplinary proceedings in accordance with the provisions of this chapter.

(b) This section shall become operative on January 1, 2024.

SEC. 93. Section 9873 of the Business and Professions Code, as added by Section 3 of Chapter 29 of the Statutes of 2019, is amended to read:

9873. The fees prescribed by this chapter shall be set by the director by regulation, according to the following schedule:

(a) (1) The initial registration fee for an electronic repair industry service dealer or for an appliance repair industry service dealer is not more than two hundred five dollars (\$205) for each place of business in this state. The initial registration fee for a service contractor is not more than ninety-five dollars (\$95) for each place of business in this state.

(2) The initial registration fee for a person who engages in business as both an electronic repair industry service dealer and an appliance repair industry service dealer is not more than four hundred five dollars (\$405) for each place of business in this state. The initial registration fee for a person who is a service contractor and engages in business as either an electronic repair industry service dealer or an appliance repair industry service dealer is not more than three hundred dollars (\$300) for each place of business in this state.

(3) The initial registration fee for a person who engages in both the electronic repair industry and the appliance repair industry as a service dealer and is a service contractor is not more than five hundred dollars (\$500) for each place of business in this state.

(4) A service dealer or service contractor who does not operate a place of business in this state, but engages in the electronic repair industry or the appliance repair industry, or sells, issues, or administers service contracts in this state, shall pay the registration fee specified herein as if that service dealer or service contractor had a place of business in this state.

(b) (1) The annual registration renewal fee for an electronic repair industry service dealer or for an appliance repair industry service dealer is not more than two hundred five dollars (\$205) for each place of business in this state, if renewed prior to its expiration date. The annual registration renewal fee for a service contractor is ninety-five dollars (\$95) for each place of business in this state, if renewed prior to its expiration date.

(2) The annual renewal fee for a service dealer who engages in the business as both an electronic repair industry service dealer and an appliance repair industry service dealer is not more than four hundred dollars (\$400) for each place of business in this state.

(3) The annual renewal fee for a service dealer who engages in the electronic repair industry and the appliance repair industry and is a service contractor is not more than four hundred seventy-five dollars (\$475) for each place of business in this state.

(4) A service dealer or service contractor who does not operate a place of business in this state, but who engages in the electronic repair industry or the appliance repair industry, or sells or issues service contracts in this state, shall pay the renewal fee specified herein as if that service dealer or service contractor had a place of business in this state.

(c) The delinquency fee is an amount equal to 50 percent of the renewal fee for a license in effect on the date of renewal of the license, except as otherwise provided in Section 163.5.

(d) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 94. Section 9873 of the Business and Professions Code, as added by Section 4 of Chapter 29 of the Statutes of 2019, is amended to read:

9873. The fees prescribed by this chapter shall be set by the director by regulation, according to the following schedule:

(a) The initial registration fee for an electronic repair industry service dealer or for an appliance repair industry service dealer is not more than two hundred five dollars (\$205) for each place of business in this state. The initial registration fee for a person who engages in business as both an electronic repair industry service dealer and an appliance repair industry service dealer is not more than four hundred five dollars (\$405).

(b) The annual registration renewal fee for an electronic repair industry service dealer or for an appliance repair industry service dealer is not more than two hundred five dollars (\$205) for each place of business in this state, if renewed prior to its expiration date. The annual renewal fee for a service

dealer who engages in the business as both an electronic repair industry service dealer and an appliance repair industry service dealer is not more than four hundred dollars (\$400).

(c) The delinquency fee is an amount equal to 50 percent of the renewal fee for a license in effect on the date of renewal of the license, except as otherwise provided in Section 163.5.

(d) This section shall become operative on January 1, 2024.

SEC. 95. Section 18602 of the Business and Professions Code is amended to read:

18602. (a) Except as provided in this section, there is in the Department of Consumer Affairs the State Athletic Commission, which consists of seven members. Five members shall be appointed by the Governor, one member shall be appointed by the Senate Committee on Rules, and one member shall be appointed by the Speaker of the Assembly.

The members of the commission appointed by the Governor are subject to confirmation by the Senate pursuant to Section 1322 of the Government Code.

No person who is currently licensed, or who was licensed within the last two years, under this chapter may be appointed or reappointed to, or serve on, the commission.

(b) In appointing commissioners under this section, the Governor, the Senate Committee on Rules, and the Speaker of the Assembly shall make every effort to ensure that at least four of the members of the commission shall have experience and demonstrate expertise in one of the following areas:

(1) A licensed physician or surgeon having expertise or specializing in neurology, neurosurgery, head trauma, or sports medicine. Sports medicine includes, but is not limited to, physiology, kinesiology, or other aspects of sports medicine.

(2) Financial management.

(3) Public safety.

(4) Past experience in the activity regulated by this chapter, either as a contestant, a referee or official, a promoter, or a venue operator.

(c) Each member of the commission shall be appointed for a term of four years. All terms shall end on January 1. Vacancies occurring prior to the expiration of the term shall be filled by appointment for the unexpired term. No commission member may serve more than two consecutive terms.

(d) Notwithstanding any other provision of this chapter, members first appointed shall be subject to the following terms:

(1) The Governor shall appoint two members for two years, two members for three years, and one member for four years.

(2) The Senate Committee on Rules shall appoint one member for four years.

(3) The Speaker of the Assembly shall appoint one member for four years.

(e) (1) This section shall remain in effect only until January 1, 2025, and as of that date is repealed.

(2) Notwithstanding any other law, the repeal of this section renders the board subject to review by the appropriate policy committees of the Legislature.

SEC. 96. Section 22.5 of this bill incorporates amendments to Section 7520.3 of the Business and Professions Code proposed by both this bill and Senate Bill 1495. That section of this bill shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2023, (2) each bill amends Section 7520.3 of the Business and Professions Code, and (3) this bill is enacted after Senate Bill 1495, in which case Section 22 of this bill shall not become operative.

SEC. 97. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

AGENDA ITEM L.1: DISCUSS AND POSSIBLE ACTION ON 2022-2024 STRATEGIC PLAN OBJECTIVE TO EXPLORE THE ETIQUETTE OF SOCIAL MEDIA AND DEVELOP A MESSAGING PLAN, SUCH AS CELEBRATING NEW LICENSEES, TO REACH OUT TO THE PUBLIC AND PRACTITIONERS

Summary

The Landscape Architects Technical Committee's (LATC) 2022-2024 Strategic Plan contains an objective to explore the etiquette of social media and develop a messaging plan, such as celebrating new licensees, to reach out to the public and practitioners.

To fulfill this objective, staff updated the LATC Social Media Messaging Plan, to include announcing newly licensed landscape architects, educating prospective California candidates on how to apply for LATC approval to take the Landscape Architect Registration Examination, and other helpful information to share on LATC's Twitter, Instagram, and LinkedIn accounts (Attachment L.1).

Action Requested

The Committee is asked to consider a motion to approve the attached LATC Social Media Messaging Plan.

Attachment

LATC Social Media Messaging Plan

Landscape Architects Technical Committee Social Media Messaging Plan

Introduction

The Landscape Architects Technical Committee (LATC) has maintained a Twitter account since 2014. On April 26, 2022, staff established accounts on Instagram and LinkedIn. These accounts largely permit the LATC to have active social media participation with the public and professionals.

The LATC's 2022-2024 Strategic Plan contains the following objectives to:

- **Objective 3.1** - Continue promoting the value of the profession and professional licensure using social media, specifically Twitter, and work to establish a LinkedIn and Instagram presence to reach a greater audience.
- **Objective 3.2** - Pursue reciprocal sharing of social media posts with other programs/associations to increase the impact of posts and build a greater following.
- **Objective 3.3** - Identify and track the number of followers on social media platforms to measure the impact of social media posts and seek ways to increase audience.
- **Objective 3.4** - Explore the etiquette of social media and then develop a messaging plan, such as celebrating new licensees, to reach out to the public and practitioners.

Ongoing Social Media Goals

- Increase social media traffic to keep consumers and licensees informed about the LATC's ongoing policies and processes such as fees, updates, and consumer protections. The social media posts will encourage more followers to visit the LATC website to find more detailed information and proper tools to fit their needs.
- Use data analysis for future growth and to identify audience.
- Post quarterly announcements of newly licensed landscape architect names and license numbers.
- Educate prospective California candidates on how to apply for LATC approval to take the Landscape Architect Registration Examination.

Target Audiences and Message Topics

Audience	Message
Consumers	<ul style="list-style-type: none">• LATC's mission, vision, values, and services• What's new in landscape architecture• Frequently asked questions• Board and LATC Meeting notifications• Regulation/procedural information• Outreach events• Enforcement actions

Landscape architect licensees	<ul style="list-style-type: none"> • Celebrate new licensees • Professional news • Frequently asked questions • Board and LATC Meeting notifications • Regulation/procedural information • Outreach events • Enforcement actions
Students, professors, and candidates	<ul style="list-style-type: none"> • How to apply for LARE approval • Upcoming LARE administrations • Changes to the LARE • Changes to the California Supplemental Examination (CSE) Test Plan • Frequently asked questions • Board and LATC Meeting notifications • Regulation/procedural information • Outreach events

Example Messages

- **#DYK** LATC is a 5-member committee of technical experts licensed to practice landscape architecture in California. Members are appointed by the Governor, the Senate Committee on Rules, and the Speaker of the Assembly. For more information visit: https://latc.ca.gov/about_us/committee_members.shtml
- **#DYK** LATC’s Mission is to regulate the practice of landscape architecture through the enforcement of the Landscape Architects Practice Act to protect consumers, and the public health, safety, and welfare while safeguarding the environment.
#GetLicensed #LandscapeArchitect
https://latc.ca.gov/about_us/mission_vision_and_values.shtml
- **#DYK** LATC’s Vision Statement: Champion for consumer protection, and a safer, healthier environment for the people of California. **#California #LandscapeArchitecture** https://latc.ca.gov/about_us/
- LATC values **#ConsumerProtection, #Integrity, #Education, #Communication, #Leadership, #Innovation** Check future Committee meeting dates here: https://latc.ca.gov/about_us/meetings/
- Verify the status of a landscape architect license here: https://latc.ca.gov/consumers/license_verification.shtml
- Subscribe for LATC email alerts regarding public meetings, license exams, law changes and more, here: <https://latc.ca.gov/webapplications/apps/subscribe/index.shtml>
- Complaints against landscape architects and unlicensed individuals can be submitted to the LATC by filling out a Consumer Complaint Form, here: <https://latc.ca.gov/consumers/complaint/>
- Announce business modernization changes and online application rollout dates
- Announce SME recruitment for exams/enforcement as needed, example “The LATC is looking for experienced California licensed landscape architects to serve as Technical Experts and assist Enforcement staff in reviewing cases. If interested, please contact LATC at (916) 575-7230 or LATC@dca.ca.gov”

AGENDA ITEM L.2: DISCUSS AND POSSIBLE ACTION ON 2022-2024 STRATEGIC PLAN OBJECTIVE TO EXPLORE LINKING LATC'S WEBSITE DIRECTLY TO OTHER JURISDICTIONS' AND LICENSING BOARDS' WEBSITES FOR INCREASED LICENSEE AWARENESS OF WHAT OTHER STATES ARE DOING AND TO PROMOTE DIALOGUE

Summary

The Landscape Architects Technical Committee's (LATC) 2022-2024 Strategic Plan contains an objective to explore linking LATC's website directly to other jurisdictions' and licensing boards' websites for increased licensee awareness of what other states are doing and to promote dialogue.

To fulfill this objective, LATC staff created contact lists to provide California landscape architects with easily accessible website links of all California Planning Departments and United States and Canada Licensing Jurisdictions (Attachments L.2.1 and L.2.2).

On October 14, 2022, the attached contact lists were posted to the "Licensees" page of the LATC website.

Action Requested

None

Attachments

1. Contact List - California Planning Departments
2. Contact List - United States and Canada Licensing Jurisdictions

California Planning Departments Contact List

California Jurisdiction	Website
City of Adelanto	www.ci.adelanto.ca.us/
City of Agoura Hills	www.ci.agoura-hills.ca.us
City of Alameda	https://www.alamedaca.gov/Home
County of Alameda	www.acgov.org
City of Albany	www.albanyca.org
City of Alhambra	www.cityofalhambra.org
City of Aliso Viejo	www.cityofalisoviejo.com
County of Alpine	www.alpinecountyca.gov
City of Alturas	http://cityofalturas.us/
City of Amador City	www.amador-city.com
County of Amador	www.co.amador.ca.us
City of American Canyon	www.cityofamericancanyon.org
City of Anaheim	www.anaheim.net
City of Anderson	www.ci.anderson.ca.us
City of Angels Camp	https://angelscamp.gov/
City of Antioch	www.ci.antioch.ca.us
Town of Apple Valley	www.applevalley.org
City of Arcadia	https://www.arcadiaca.gov/
City of Arcata	www.cityofarcata.org
City of Arroyo Grande	www.arroyogrande.org/
City of Artesia	www.cityofartesia.us
City of Arvin	www.arvin.org
City of Atascadero	https://www.atascadero.org/
Town of Atherton	www.ci.atherton.ca.us
City of Atwater	www.atwater.org
City of Auburn	www.auburn.ca.gov
City of Avalon	www.cityofavalon.com
City of Avenal	https://www.cityofavenal.com/
City of Azusa	www.ci.azusa.ca.us
City of Bakersfield	www.bakersfieldcity.us
City of Baldwin Park	www.baldwinpark.com
City of Banning	www.ci.banning.ca.us
City of Barstow	www.barstowca.org
City of Beaumont	http://www.beaumontca.gov/
City of Bell	www.cityofbell.org
City of Bell Gardens	https://www.bellgardens.org/
City of Bellflower	https://www.bellflower.org/
City of Belmont	www.belmont.gov
City of Belvedere	www.cityofbelvedere.org
City of Benicia	www.ci.benicia.ca.us
City of Berkeley	https://berkeleyca.gov/
City of Beverly Hills	www.beverlyhills.org
City of Big Bear Lake	www.citybigbearlake.com
City of Biggs	www.biggs-ca.gov
City of Bishop	https://www.cityofbishop.com/
City of Blue Lake	www.bluelake.ca.gov
City of Blythe	www.cityofblythe.ca.gov
City of Bradbury	www.cityofbradbury.org
City of Brawley	www.brawley-ca.gov
City of Brea	www.cityofbrea.net
City of Brentwood	www.brentwoodca.gov
City of Brisbane	www.brisbaneca.org
City of Buellton	www.cityofbuellton.com

City of Buena Park	www.buenapark.com
City of Burbank	www.burbankusa.com/planning
City of Burlingame	www.burlingame.org
County of Butte	www.buttecounty.net/dds
City of Calabasas	www.cityofcalabasas.com
County of Calaveras	www.co.calaveras.ca.us
City of Calexico	www.calexico.ca.gov
City of California City	https://californiacity-ca.gov/CC/
City of Calimesa	www.cityofcalimesa.net
City of Calipatria	www.calipatria.com
City of Calistoga	www.ci.calistoga.ca.us
City of Camarillo	www.ci.camarillo.ca.us
City of Campbell	www.cityofcampbell.com/Planning/index.htm
City of Canyon Lake	http://www.canyonlakeca.gov/
City of Capitola	www.ci.capitola.ca.us
City of Carlsbad	www.carlsbadca.gov
City of Carmel-by-the-Sea	www.ci.carmel.ca.us
City of Carpinteria	www.ci.carpinteria.ca.us
City of Carson	https://ci.carson.ca.us/
City of Cathedral City	www.cathedralcity.gov
City of Ceres	http://ci.ceres.ca.us/
City of Cerritos	www.ci.cerritos.ca.us
City of Chico	www.ci.chico.ca.us/
City of Chino	www.cityofchino.org
City of Chino Hills	www.chinohills.org
City of Chowchilla	https://cityofchowchilla.org/
City of Chula Vista	www.chulavistaca.gov
City of Citrus Heights	www.citrusheights.net
City of Claremont	www.ci.claremont.ca.us
City of Clayton	www.ci.clayton.ca.us
Town of Clearlake	www.clearlake.ca.us
City of Cloverdale	https://www.cloverdale.net/
City of Clovis	www.cityofclovis.com
City of Coachella	www.coachella.org
City of Coalinga	www.coalinga.com
City of Colfax	https://colfax-ca.gov/
Town of Colma	www.colma.ca.gov/
City of Colton	www.ci.colton.ca.us
City of Colusa	www.cityofcolusa.com
County of Colusa	www.countyofcolusa.org/
City of Commerce	www.ci.commerce.ca.us/
City of Compton	www.comptoncity.org
City of Concord	www.ci.concord.ca.us
County of Contra Costa	www.co.contra-costa.ca.us
City of Corcoran	www.cityofcorcoran.com
City of Corning	www.corning.org
City of Corona	www.discovercorona.com
City of Coronado	www.coronado.ca.us
Town of Corte Madera	https://www.townofcortemadera.org/
City of Costa Mesa	https://www.costamesaca.gov/
City of Cotati	https://www.cotaticity.org
City of Covina	www.covinaca.gov
City of Crescent City	www.crescentcity.org
City of Cudahy	https://www.cityofcudahy.com/
City of Culver City	www.culvercity.org
City of Cupertino	www.cupertino.org
City of Cypress	https://www.cypressca.org/
City of Daly City	www.dalycity.org

City of Dana Point	www.danapoint.org
Town of Danville	www.ci.danville.ca.us
City of Davis	www.cityofdavis.org
City of Del Mar	www.delmar.ca.us
County of Del Norte	https://www.crescentcity.org/
City of Del Rey Oaks	www.delreyoaks.org
City of Delano	www.cityofdelano.org/index.aspx?NID=96
City of Desert Hot Springs	www.cityofdhs.org
City of Diamond Bar	www.diamondbarca.gov
City of Dinuba	www.dinuba.org
City of Dixon	www.ci.dixon.ca.us
City of Dorris	www.buttevalleychamber.com
City of Dos Palos	https://dospaloscity.wixsite.com/dospalos
City of Downey	www.downeyca.org
City of Duarte	www.accessduarte.com
City of Dublin	www.ci.dublin.ca.us
City of Dunsmuir	www.ci.dunsmuir.ca.us
City of East Palo Alto	https://www.cityofepa.org/
City of Eastvale/Eastvale City Hall	https://www.eastvaleca.gov/
City of El Cajon	www.ci.el-cajon.ca.us/
City of El Centro	www.cityofelcentro.org
City of El Cerrito	www.el-cerrito.org
County of El Dorado	www.edcgov.us/DevServices/
City of El Monte	www.elmonteca.gov
City of El Segundo	www.elsegundo.org
City of Elk Grove	https://www.elkgrovecity.org/
City of Emeryville	www.emeryville.org
City of Encinitas	https://encinitasca.gov/
City of Escalon	www.cityofescalon.org
City of Escondido	www.escondido.org
City of Etna	https://www.etnaca.com/
City of Eureka	www.ci.eureka.ca.gov
City of Exeter	www.cityofexeter.com
Town of Fairfax	www.town-of-fairfax.org
City of Fairfield	www.fairfield.ca.gov
City of Farmersville	www.cityoffarmersville-ca.gov
City of Ferndale	www.ci.ferndale.ca.us
City of Fillmore	www.fillmoreca.com/cityhall
City of Firebaugh	www.ci.firebaugh.ca.us
City of Folsom	www.folsom.ca.us
City of Fontana	www.fontana.org
City of Fort Bragg	www.city.fortbragg.com
Town of Fort Jones	https://fortjonesca.org/
City of Fortuna	www.friendlyfortuna.com
City of Foster City	www.fostercity.org
City of Fountain Valley	https://fountainvalley.org/
City of Fowler	https://fowlercity.org/
City of Fremont	www.fremont.gov
City of Fresno	www.fresno.gov
County of Fresno	www.co.fresno.ca.us
City of Fullerton	www.ci.fullerton.ca.us
City of Galt	www.ci.galt.ca.us
City of Garden Grove	www.ci.garden-grove.ca.us
City of Gardena	https://cityofgardena.org/
City of Gilroy	www.cityofgilroy.org
City of Glendale	https://www.glendaleca.gov/
City of Glendora	https://www.cityofglendora.org/
County of Glenn	https://www.countyofglenn.net/

City of Goleta	www.cityofgoleta.org
City of Gonzales	www.ci.gonzales.ca.us
City of Grand Terrace	https://www.grandterrace-ca.gov
City of Grass Valley	www.cityofgrassvalley.com
City of Greenfield	www.ci.greenfield.ca.us
City of Gridley	www.gridley.ca.us
City of Grover Beach	www.grover.org
City of Guadalupe	www.ci.guadalupe.ca.us
City of Gustine	www.cityofgustine.com
City of Half Moon Bay	www.ci.half-moon-bay.ca.us
City of Hanford	www.ci.hanford.ca.us
City of Hawaiian Gardens	www.hgcity.org
City of Hawthorne	www.cityofhawthorne.com
City of Hayward	www.hayward-ca.gov
City of Healdsburg	www.cityofhealdsburg.org
City of Hemet	https://www.hemetca.gov/
City of Hercules	www.ci.hercules.ca.us
City of Hermosa Beach	www.hermosabch.org
City of Hesperia	www.cityofhesperia.us
City of Hidden Hills	www.hiddenhillscity.org
City of Highland	https://www.cityofhighland.org/
Town of Hillsborough	www.hillsborough.net
City of Hollister	www.hollister.ca.gov
City of Holtville	https://holtville.ca.gov/
City of Hughson	www.hughson.org
County of Humboldt	www.co.humboldt.ca.us/planning/
City of Huntington Beach	www.huntingtonbeachca.gov
City of Huntington Park	www.huntingtonpark.org
City of Huron	http://cityofhuron.com/
City of Imperial	www.cityofimperial.org
City of Imperial Beach	https://imperialbeachrebuild.govoffice2.com/?pri=0
County of Imperial	https://imperialcounty.org/
City of Indian Wells	www.Indianwells.com
City of Indio	www.indio.org
City of Industry	www.cityofindustry.org
City of Inglewood	www.cityofinglewood.org
County of Inyo	www.inyocounty.us
City of Lone	www.ione-ca.com
City of Irvine	www.cityofirvine.org
City of Irwindale	www.ci.irwindale.ca.us
City of Isleton	https://cityofisleton.com/
City of Jackson	www.ci.jackson.ca.us
City of Jurupa Valley	https://jurupavalley.org/
City of Kerman	https://cityofkerman.net/
County of Kern	www.co.kern.ca.us/planning/
City of King City	www.kingcity.com
County of Kings	https://www.countyofkings.com/
City of Kingsburg	www.cityofkingsburg-ca.gov
City of La Cañada Flintridge	www.lacanadaflintridge.com/
City of La Habra	www.lahabracity.com
City of La Habra Heights	www.la-habra-heights.org/
City of La Mesa	www.cityoflamesa.com
City of La Mirada	www.cityoflamirada.org
City of La Palma	www.cityoflapalma.org/
City of La Puente	www.lapuente.org
City of La Quinta	www.la-quinta.org
City of La Verne	www.ci.la-verne.ca.us
City of Lafayette	www.ci.lafayette.ca.us/

City of Laguna Beach	www.lagunabeachcity.net
City of Laguna Hills	https://www.lagunahillsca.gov/
City of Laguna Niguel	https://cityoflagunaniguel.org/
City of Laguna Woods	https://www.cityoflagunawoods.org/
County of Lake	www.co.lake.ca.us/
City of Lake Elsinore	www.Lake-Elsinore.org
City of Lake Forest	https://lakeforestca.gov/
City of Lakeport	www.cityoflakeport.com
City of Lakewood	www.lakewoodcity.org
City of Lancaster	www.cityoflancasterca.org
City of Larkspur	www.cityoflarkspur.org/
County of Lassen	www.co.lassen.ca.us
City of Lathrop	www.ci.lathrop.ca.us
City of Lawndale	www.lawndalecity.org
City of Lemon Grove	www.ci.lemon-grove.ca.us
City of Lemoore	www.lemoore.com
City of Lincoln	https://www.lincolnca.gov/en/index.aspx
City of Lindsay	www.lindsay.ca.us
City of Live Oak	www.liveoakcity.org
City of Livermore	www.cityoflivermore.net
City of Livingston	www.livingstoncity.com
City of Lodi	www.lodi.gov
City of Loma Linda	www.lomalinda-ca.gov
City of Lomita	https://lomitacity.com/
City of Lompoc	www.cityoflompoc.com
City of Long Beach	www.lbds.info
Town of Loomis	www.loomis.ca.gov
City of Los Alamitos	https://cityoflosalamitos.org/
City of Los Altos	www.losaltosca.gov
Town of Los Altos Hills	www.losaltoshills.ca.gov
City of Los Angeles	www.planning.lacity.org
County of Los Angeles	https://planning.lacounty.gov/
City of Los Banos	https://losbanos.org/
Town of Los Gatos	www.losgatosca.gov
City of Loyalton	https://www.cityofloyalton.org/
City of Lynwood	www.lynwood.ca.us
City of Madera	https://www.madera.gov/
County of Madera	www.madera-county.com
City of Malibu	www.malibucity.org/
Town of Mammoth Lakes	www.ci.mammoth-lakes.ca.us
City of Manhattan Beach	www.citymb.info
City of Manteca	www.ci.manteca.ca.us
City of Maricopa	https://www.kerncog.org/maricopa/
County of Marin	www.co.marin.ca.us/comdev
City of Marina	https://cityofmarina.org/
County of Mariposa	www.mariposacounty.org/planning
City of Martinez	www.cityofmartinez.org
City of Marysville	www.marysville.ca.us
City of Maywood	www.cityofmaywood.com
City of McFarland	www.mcfarlandcity.org
County of Mendocino	www.co.mendocino.ca.us/planning
City of Mendota	www.ci.mendota.ca.us
City of Menifee	www.cityofmenifee.us
City of Menlo Park	www.menlopark.org
City of Merced	www.cityofmerced.org
County of Merced	www.co.merced.ca.us
City of Mill Valley	www.cityofmillvalley.org
City of Millbrae	www.ci.millbrae.ca.us

City of Milpitas	www.ci.milpitas.ca.gov
City of Mission Viejo	www.cityofmissionviejo.org
City of Modesto	www.modestogov.com
County of Modoc	https://www.co.modoc.ca.us/
County of Mono	www.monocounty.ca.gov
City of Monrovia	www.cityofmonrovia.org
City of Montague	https://cityofmontagueca.com/about-us
City of Montclair	www.cityofmontclair.org
City of Monte Sereno	www.montesereno.org
City of Montebello	www.cityofmontebello.com
City of Monterey	www.monterey.org
County of Monterey	www.co.monterey.ca.us/planning/
City of Monterey Park	www.ci.monterey-park.ca.us
City of Moorpark	https://moorparkca.gov/
Town of Moraga	www.moraga.ca.us
City of Moreno Valley	www.moval.org
City of Morgan Hill	www.morganhill.ca.gov
City of Morro Bay	www.morro-bay.ca.us
City of Mount Shasta	https://mtshastaca.gov/planning/
City of Mountain View	https://www.mountainview.gov/depts/comdev/planning/default.asp
City of Murrieta	www.murrieta.org
City of Napa	www.cityofnapa.org
County of Napa	https://www.countyofnapa.org/589/Planning-Building-Environmental-Services
City of National City	https://www.nationalcityca.gov/government/community-development
City of Needles	www.cityofneedles.com
City of Nevada City	www.nevadacityca.gov
County of Nevada	www.mynevadacounty.com/planning
City of Newark	www.newark.org
City of Newman	www.cityofnewman.com
City of Newport Beach	www.newportbeachca.gov
City of Norco	www.ci.norco.ca.us
City of Norwalk	www.ci.norwalk.ca.us
City of Novato	www.novato.org
City of Oakdale	www.ci.oakdale.ca.us
City of Oakland	https://www.oaklandca.gov/
City of Oakley	www.oakleyinfo.com
City of Oceanside	www.ci.oceanside.ca.us
City of Ojai	https://ojai.ca.gov/
City of Ontario	https://www.ontarioca.gov/
City of Orange	www.cityoforange.org
County of Orange	https://ocpublicworks.com/
City of Orange Cove	www.cityoforangecove.com
City of Orinda	www.cityoforinda.org
City of Orland	www.cityoforland.com
City of Oroville	www.cityoforoville.org
City of Oxnard	https://www.oxnard.org/
City of Pacific Grove	www.ci.pg.ca.us
City of Pacifica	www.cityofpacificca.org
City of Palm Desert	www.cityofpalmdesert.org
City of Palm Springs	www.palmspringsca.gov
City of Palmdale	www.cityofpalmdale.org
City of Palo Alto	www.cityofpaloalto.org
City of Palos Verdes Estates	www.pvestates.org
Town of Paradise	www.townofparadise.com
City of Paramount	www.paramountcity.com
City of Parlier	www.parlier.ca.us
City of Pasadena	www.cityofpasadena.net
City of Paso Robles	www.prcity.com

City of Patterson	www.ci.patterson.ca.us/
City of Perris	www.cityofperris.org
City of Petaluma	https://cityofpetaluma.org/
City of Pico Rivera	www.pico-rivera.org
City of Piedmont	https://piedmont.ca.gov
City of Pinole	https://www.ci.pinole.ca.us
City of Pismo Beach	www.pismobeach.org/
City of Pittsburg	https://www.pittsburgca.gov/
City of Placentia	www.placentia.org
County of Placer	www.placer.ca.gov
City of Placerville	www.cityofplacerville.org
City of Pleasant Hill	www.ci.pleasant-hill.ca.us
City of Pleasanton	https://cityofpleasantonca.gov/
County of Plumas	www.plumascounty.us
City of Plymouth	https://cityofplymouth.org/
City of Point Arena	https://pointarena.ca.gov/
City of Pomona	www.ci.pomona.ca.us
City of Port Hueneme	www.ci.port-hueneme.ca.us
City of Porterville	www.ci.porterville.ca.us
City of Portola	www.ci.portola.ca.us
Town of Portola Valley	www.portolavalley.net
City of Poway	www.poway.org/
City of Rancho Cordova	www.cityofranhocordova.org
City of Rancho Cucamonga	www.cityofrc.us
City of Rancho Mirage	www.ranchoirageca.gov
City of Rancho Palos Verdes	www.palosverdes.com/rpv
City of Rancho Santa Margarita	www.cityofrsm.org/
City of Red Bluff	https://cityofredbluff.org/
City of Redding	https://www.cityofredding.org/
City of Redlands	https://www.cityofredlands.org/
City of Redondo Beach	www.redondo.org
City of Redwood City	www.redwoodcity.org
City of Reedley	www.reedley.com
City of Rialto	www.rialtoca.gov
City of Richmond	www.ci.richmond.ca.us/planning
City of Ridgecrest	https://www.ridgecrest-ca.gov/
City of Rio Dell	www.riodellcity.com
City of Rio Vista	https://www.riovistacity.com/
City of Ripon	www.cityofripon.org
City of Riverbank	www.riverbank.org
City of Riverside	www.riversideca.gov
County of Riverside	https://rivco.org/
City of Rocklin	www.rocklin.ca.us
City of Rohnert Park	https://rpcity.org
City of Rolling Hills	www.rolling-hills.org
City of Rolling Hills Estates	www.ci.rolling-hills-estates.ca.us
City of Rosemead	www.cityofrosemead.org
City of Roseville	www.roseville.ca.us
Town of Ross	www.townofross.org
City of Sacramento	www.cityofsacramento.org
County of Sacramento	www.planning.saccounty.net
City of Salinas	https://www.cityofsalinas.org/
Town of San Anselmo	www.townofsananselmo.org
County of San Benito	www.cosb.us
City of San Bernardino	www.sbcity.org
County of San Bernardino	www.sbcounty.gov/ehlus/planning_home.aspx
City of San Bruno	www.sanbruno.ca.gov
City of San Carlos	www.cityofsancarlos.org

City of San Clemente	www.san-clemente.org
City of San Diego	www.sandiego.gov/
County of San Diego	https://www.sandiegocounty.gov/
City of San Dimas	www.cityofsandimas.com/
City of San Fernando	www.sfcity.org
City and County of San Francisco	https://sfplanning.org/
City of San Gabriel	www.sangabrielcity.com
City of San Jacinto	https://www.sanjacintoca.gov
City of San Joaquin	www.cityofsanjoaquin.org
County of San Joaquin	www.sjgov.org
City of San Jose	www.sanjoseca.gov/planning
City of San Juan Bautista	https://www.san-juan-bautista.ca.us/
City of San Juan Capistrano	www.sanjuancapistrano.org
City of San Leandro	www.sanleandro.org
City of San Luis Obispo	www.slocity.org
County of San Luis Obispo	www.sloplanning.org
City of San Marcos	https://www.san-marcos.net/
City of San Marino	www.cityofsanmarino.org
City of San Mateo	https://cityofsanmateo.org/
County of San Mateo	www.co.sanmateo.ca.us
City of San Pablo	www.sanpabloca.gov
City of San Rafael	www.cityofsanrafael.org
City of San Ramon	https://www.sanramon.ca.gov/
City of Sand City	www.sandcity.org
City of Sanger	www.ci.sanger.ca.us
City of Santa Ana	www.santa-ana.org
City of Santa Barbara	www.santaBarbaraCa.gov
County of Santa Barbara	www.countyofsb.org
City of Santa Clara	www.santaclaraca.gov
County of Santa Clara	www.sccplanning.org
City of Santa Clarita	www.santa-clarita.com
City of Santa Cruz	https://www.cityofsantacruz.com/
County of Santa Cruz	https://www.co.santa-cruz.ca.us/
City of Santa Fe Springs	www.santafesprings.org
City of Santa Maria	https://www.cityofsantamaria.org/
City of Santa Monica	www.smgov.net
City of Santa Paula	https://spcity.org/
City of Santa Rosa	www.srcity.org
City of Santee	https://www.cityofsanteeca.gov/
City of Saratoga	www.saratoga.ca.us
City of Sausalito	https://www.sausalito.gov/
City of Scotts Valley	www.scottsvalley.org
City of Seal Beach	www.sealbeachca.gov
City of Seaside	https://ci-seaside-ca.smartgovcommunity.com/Public/Home
City of Sebastopol	www.ci.sebastopol.ca.us/
City of Selma	www.cityofselma.com
City of Shafter	www.shafter.com
County of Shasta	www.co.shasta.ca.us
City of Shasta Lake	https://www.cityofshastalake.org/
County of Sierra	http://sierracounty.ca.gov/
City of Sierra Madre	http://www.cityofsierramadre.com/
City of Signal Hill	www.cityofsignalhill.org
City of Simi Valley	www.simivalley.org
County of Siskiyou	https://www.co.siskiyou.ca.us/
City of Solana Beach	www.cityofsolanabeach.org
County of Solano	https://www.solanocounty.com/
City of Soledad	www.cityofsoledad.com
City of Solvang	www.cityofsolvang.com

City of Sonoma	www.sonomacity.org
County of Sonoma	www.sonoma-county.org
City of Sonora	www.sonoraca.com
City of South El Monte	www.ci.south-el-monte.ca.us
City of South Gate	www.cityofsouthgate.org
City of South Lake Tahoe	www.cityofslt.us
City of South Pasadena	https://www.southpasadenaca.gov/
City of South San Francisco	www.ssf.net
City of St. Helena	www.ci.st-helena.ca.us
County of Stanislaus	www.stancounty.com/planning
City of Stanton	https://www.stantonca.gov/
City of Stockton	www.stocktongov.com
City of Suisun City	www.suisun.com
City of Sunnyvale	www.sunnyvale.ca.gov
City of Susanville	www.cityofsusanville.org
County of Sutter	www.suttercounty.org
City of Sutter Creek	https://cityofsuttercreek.org/
City of Taft	www.cityoftaft.org
City of Tehachapi	www.tehachapicityhall.com
City of Tehama	https://cityoftehama.us/
County of Tehama	www.co.tehama.ca.us/planning
City of Temecula	https://www.temeculaca.gov/
City of Temple City	www.templecity.us
City of Thousand Oaks	www.toaks.org
Town of Tiburon	http://www.townoftiburon.org/
City of Torrance	https://www.torranceca.gov/
City of Tracy	www.ci.tracy.ca.us
City of Trinidad	https://trinidad.ca.gov/
County of Trinity	www.trinitycounty.org
Town of Truckee	www.townoftruckee.com
City of Tulare	www.ci.tulare.ca.us
County of Tulare	www.co.tulare.ca.us
City of Tulelake	https://cityoftulelake.com
County of Tuolumne	www.tuolumnecounty.ca.gov
City of Turlock	www.cityofturlock.org
City of Tustin	www.tustinca.org
City of Twentynine Palms	www.ci.twentynine-palms.ca.us
City of Ukiah	www.cityofukiah.com
City of Union City	www.unioncity.org
City of Upland	www.ci.upland.ca.us
City of Vacaville	www.cityofvacaville.com
City of Vallejo	https://cityofvallejo.net/
City of Ventura	www.cityofventura.net
County of Ventura	https://www.ventura.org/
City of Vernon	www.cityofvernon.org
City of Victorville	www.ci.victorville.ca.us/
City of Villa Park	www.villapark.org
City of Visalia	www.ci.visalia.ca.us
City of Vista	www.cityofvista.com
City of Walnut	www.ci.walnut.ca.us
City of Walnut Creek	www.walnut-creek.org
City of Wasco	www.ci.wasco.ca.us
City of Waterford	www.cityofwaterford.org/
City of Watsonville	www.ci.watsonville.ca.us
City of Weed	www.ci.weed.ca.us
City of West Covina	www.westcovina.org
City of West Hollywood	www.weho.org
City of West Sacramento	www.cityofwestsacramento.org

City of Westlake Village	www.wlv.org
City of Westminster	www.westminster-ca.gov
City of Westmorland	www.cityofwestmorland.net
City of Wheatland	www.wheatland.ca.gov
City of Whittier	www.cityofwhittier.org
City of Wildomar	www.cityofwildomar.org
City of Williams	www.cityofwilliams.org
City of Willits	http://www.cityofwillits.org/
City of Willows	www.cityofwillows.org
Town of Windsor	www.townofwindsor.com
City of Winters	www.cityofwinters.org
City of Woodlake	www.cityofwoodlake.com
City of Woodland	www.cityofwoodland.org/gov/depts/cd/default.asp
Town of Woodside	www.woodsideside.org
County of Yolo	https://www.yolocounty.org/
City of Yorba Linda	www.ci.yorba-linda.ca.us/~ci26/home
Town of Yountville	www.townofyountville.com
City of Yreka	www.ci.yreka.ca.us
City of Yuba City	www.yubacity.net
County of Yuba	www.co.yuba.ca.us
City of Yucaipa	www.yucaipa.org
Town of Yucca Valley	www.yucca-valley.org

United States and Canada Licensing Jurisdictions Contact List

Licensing Jurisdiction	Website
Alabama	https://abela.alabama.gov/
Alaska	https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BoardofArchitectsEngineersandLandSurveyors.aspx
Alberta	https://www.aala.ab.ca/
Arizona	https://btr.az.gov/applicants/landscape-architect-applicants
Arkansas	https://www.asbalaid.arkansas.gov/
British Columbia	https://www.bcsla.org/
Colorado	https://dpo.colorado.gov/LandscapeArchitects
Connecticut	https://portal.ct.gov/DCP/License-Services-Division/All-License-Applications/Landscape-Architect-Licensing-Information
Delaware	https://dpr.delaware.gov/boards/landscape/
Florida	http://www.myfloridalicense.com/DBPR/landscape-architecture/
Georgia	https://sos.ga.gov/page/about-georgia-state-board-landscape-architects
Guam	https://www.quam-peals.org/how-select-engineer-architect-land-surveyor
Hawaii	https://cca.hawaii.gov/pvl/boards/engineer/
Idaho	https://apps.do.pl.idaho.gov/DOPLPortal/BoardPage.aspx?Bureau=LAR
Indiana	https://www.in.gov/pla/professions/state-board-of-registration-for-architects-and-landscape-architects/
Iowa	https://plb.iowa.gov/board/landscape-architects
Kansas	https://www.ksbtp.ks.gov/professions/landscape-architects
Kentucky	https://kbla.ky.gov/Pages/default.aspx
Louisiana	https://www.ldaf.state.la.us/ldaf-programs/horticulture-programs/louisiana-horticulture-commission/
Maine	https://www.maine.gov/pfr/professionallicensing/professions/board-of-licensure-architects-landscape-architects-interior-designers
Manitoba	https://www.mala.net/
Maryland	http://www.dlr.maryland.gov/license/la/
Massachusetts	https://www.mass.gov/orgs/board-of-registration-of-landscape-architects
Michigan	https://www.michigan.gov/lara/bureau-list/bpl/occ/prof/landscape
Minnesota	http://mn.gov/aelslaqid
Mississippi	https://www.msboa.ms.gov/landscape-architect-information-and-services
Missouri	https://pr.mo.gov/apelsla.asp
Montana	https://boards.bsd.dli.mt.gov/architects-landscape/
Nebraska	https://nsbla.nebraska.gov/
Nevada	http://nsbla.state.nv.us/
New Hampshire	https://www.oplc.nh.gov/applications-landscape-architects
New Jersey	https://www.njconsumeraffairs.gov/land/Pages/default.aspx
New Mexico	https://www.rld.nm.gov/boards-and-commissions/individual-boards-and-commissions/landscape-architects/
New York	http://www.op.nysed.gov/prof/larch/
North Carolina	https://www.ncbola.org/
North Dakota	http://www.ndsba.net/
Ohio	https://larc.ohio.gov/
Oklahoma	https://www.ok.gov/Architects/
Ontario	https://www.oala.ca/
Oregon	http://www.oregon.gov/LANDARCH
Pennsylvania	https://www.dos.pa.gov/ProfessionalLicensing/BoardsCommissions/LandscapeArchitects/Pages/default.aspx
Puerto Rico	https://www.estado.pr.gov/en/architects-and-landscape-architects/
Rhode Island	https://bdp.ri.gov/landscape-architects/check-registration
South Carolina	https://lir.sc.gov/land/
South Dakota	https://dlr.sd.gov/btp/landscape_architects.aspx
Tennessee	https://www.tn.gov/commerce/regboards/architects-engineers.html

Texas	https://www.tbae.texas.gov/
Utah	https://dopl.utah.gov/la/
Vermont	https://sos.vermont.gov/landscape-architects/
Virginia	https://www.dpor.virginia.gov/Boards/APELS/
Washington	https://www.dol.wa.gov/business/landscapearchitects/
Washington, DC	https://dcra.dc.gov/architects
West Virginia	https://www.wvlaboard.org/
Wisconsin	https://dsps.wi.gov/Pages/Professions/LandscapeArchitect/Default.aspx
Wyoming	https://architects.wyo.gov/

AGENDA ITEM M: ELECTION OF 2023 COMMITTEE OFFICERS

Members of the Landscape Architects Technical Committee will nominate and elect a Chair and Vice Chair for 2023 at today's meeting.

AGENDA ITEM N: REVIEW OF FUTURE LATC MEETING DATES

A schedule of planned meetings and events for the remainder of 2022 are provided to the Committee.

<u>Date</u>	<u>Event</u>	<u>Location</u>
November 11-14	ASLA 2022 Conference on Landscape Architecture	San Francisco
December 9	Board Meeting	TBD