

# 2010-2011

## Annual Report



 **LLR** South Carolina Department of  
Labor, Licensing and Regulation

Synergy Business Park; Kingstree Building  
110 Centerview Dr.  
Columbia, S.C. 29210  
(803) 896-4300 • [contactllr@llr.sc.gov](mailto:contactllr@llr.sc.gov)

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## Introduction

On Feb. 1, 1994, the South Carolina Legislature created the South Carolina Department of Labor, Licensing and Regulation (LLR) with Act 181 by combining 40 separate state agencies, including the Department of Labor, the State Fire Academy, the Office of the State Fire Marshal and 38 professional and occupational licensing boards. Legislators envisioned an organization that would promote efficiency and build accountability while delivering the highest level of customer service. The 1994 legislation empowered the Governor to appoint a director of LLR with the advice and consent of the Senate.

In 2010, the South Carolina Legislature transferred the Soil Classifiers Advisory Council and the Board of Landscape Architectural Examiners to LLR from the Department of Natural Resources, bringing the total number of boards to 40.

Currently, LLR administers more than 70 programs, from OSHA enforcement to professional and occupational licensing to educating the fire service.

## LLR Locations

LLR's Office of the Director, Office of Communications, Customer Care Center, Office of Governmental Affairs, Division of Administration, Division of Labor, Division of Legal Services, Division of Professional and Occupational Licensing (POL), and Office of Licensure and Compliance are located within the Kingstree Building at 110 Centerview Drive in Columbia. Fire and Life Safety is located at the S.C. Fire Academy campus on Monticello Trail in Columbia.

## Agency Overview

### Mission

The mission of the Department of Labor, Licensing and Regulation is to promote and protect the health, safety and economic well being of the public through regulation, licensing, enforcement, training and education.

Our mission goes hand-in-hand with the Governor's effort to raise personal incomes of South Carolinians by creating a better environment for economic growth, delivering government services more openly and efficiently, improving quality of life, and improving its state's education. LLR accomplishes its mission by:

- Promoting an environment of growth and innovation which allows regulated businesses and professionals to operate successfully and free of overly restrictive and unwarranted regulation.
- Providing cost efficient administration and periodic review of licensing and certification programs to assure the appropriate protection of the public.
- Conducting required inspections, complaint investigations, and enforcement activities in a manner that is fair, accountable and cost effective.
- Providing businesses and industry, the fire service, its licensees and the public relevant training and education programs.

## Office of the Director

The Office of the Director is comprised of the **Director**, the **Office of Advice Counsel**, the **Office of General Counsel**, the **Office of Communication and Ombudsman**, the **Office of Immigrant Worker Compliance** and the **Office of Governmental Affairs**. The Governor, with the advice and consent of the Senate, appoints the Director.

Governor Nikki Haley appointed Catherine Templeton as LLR Director in December 2010 and the S.C. State Senate confirmed her January 13, 2011. Adrienne Riggins Youmans served as LLR Director under Governor Mark Sanford from February 2003 until December 2010.

## Office of Communications and Ombudsman

Director

Lesia Kudelka

The Office of Communications promotes and explains to the public the agency's goals, activities and services using a variety of media. The director serves as the agency spokesperson to the media for all programs and manages requests from the public for information under the South Carolina Freedom of Information Act to assure compliance with the law. The director also serves as the agency's Ombudsman.

## Immigrant Worker Compliance

Administrator

Jim Knight

### South Carolina Illegal Immigration Reform Act

Under the South Carolina Illegal Immigration Reform Act of 2008, South Carolina employers must verify the legal status of new employees and remove from their payrolls any worker who is not legally in the United States and authorized to work. The South Carolina Department of Labor, Licensing and Regulation is responsible for investigating complaints and conducting audits of employers to assure compliance with the law. Complaints must be signed and in writing.

Following a U.S Supreme Court decision in May, 2011 (Whiting v US Chamber of Commerce) that brought into question the constitutionality of the 2008 South Carolina immigration law, the Department of LLR suspended enforcement of the state law effective May 31, 2011.

In June 2011, the state legislature amended the 2008 law to conform to the U.S. Supreme Court decision. Effective January 1, 2012, every private employer of one or more workers must enroll in the U.S. Department of Homeland Security's E-Verify program and verify new hires through the E-Verify on-line database. Failure of an employer to comply with the law results in either probation for the employer, suspension of the employer's business licenses, or revocation of the employer's business licenses.

### *Fiscal year 2011 (7-1-10 to 5-31-11)*

Budget \$2 million

Investigators 23

Attempted audits 4,181

Complaint investigations 90

Businesses cited 396

Violations identified 1,381

Total penalties assessed \$929,450

Total penalties waived \$921,450\*

\*The 2008 law required waiver of the penalty on a first time violation where the employer corrected the violation within 72 hours of notification by the Department of LLR.

## Office of Governmental Affairs

Director

Grant Gillespie

The Office of Governmental Affairs (OGA) is responsible for working as a liaison between the Agency and the Governor's Office, legislators, legislative staff, and other state and federal agencies. OGA is also responsible for coordinating, monitoring and reviewing proposed legislation, amendments, regulations and approved bills that are initiated and/or affect boards, commissions and divisions administered by LLR. This includes all relative legislation drafted and introduced by parties' external to the department. Additionally, OGA assists with training and educating LLR staff, boards and commissions regarding the legislative process.

## Governmental Affairs-Summary of Legislation Passed

The 2010 meeting of the S.C. General Assembly began the first half of a two-year legislative session.

Agency-related legislation enacted during the 2011 session is listed below by effective date:

Bills Reflecting Statutory Changes				
Act	Reference(s)	Board/Commission	Subject	Effective
<a href="#">35</a>	§40-15-265	Dentistry	Provides that an intern or a resident enrolled in an oral surgery training program at an accredited institution of higher education is authorized to treat conditions required by the training program under the supervision of a licensed physician or licensed dentist.	6/7/11
<a href="#">37</a>	§23-9-70	Fire Marshal	Increases from twenty-four hours to thirty days the amount of time that an occupant or owner may appeal the decision of a deputy or resident fire marshal to the State Fire Marshal.	6/7/11
<a href="#">50</a>	§41-15-520	Labor	Provides when a private sector employee makes allegations of unlawful discharge or discrimination related to his involvement in complaints or proceedings concerning health and occupational safety law to the Director of the DLLR, the director shall forward the complaint within fifteen days to the United States Department of Labor whistleblower program.	6/14/11
<a href="#">69</a>	§§41-8-10, 41-8-20, 41-8-30, 41-8-40, 41-8-50, 41-8-60, 41-8-120(A)	Labor	Reduces the number of days by which an employer who uses E-Verify must verify a new hire from five to three. It mirrors federal law as to what is acceptable identification for employment in South Carolina.	1/1/12

Regulations Passed			
Regulation	Board/Commission	Subject	Effective Date
<a href="#">4178</a>	Labor/OSHA	Construction, cranes and derricks	1/28/11

Notices Published in the State Register			
Type	Board/Commission	Subject	Adopted
General Public Interest	Building Codes Council	Codes—2009 editions: IBC, IFB, IFGC, IMC, IPC, IRC	9/24/10
General Public Interest	State Fire Marshal	LP Gas code—2011 edition	9/23/11
General Public Interest	Elevator	Safety Code for Elevators and Escalators, ASME A17.1-2010/CSA B44-10, 2010 Edition	9/23/11

*This list of Acts is strictly for reference only. Neither the Department of Labor, Licensing and Regulation or any of its employees makes any warranty, express or implies or assumed any legal liability or responsibility for the accuracy, completeness or usefulness of this information or represents that its use would not infringe privately owned rights.*

## Administrative Services

Division of Administration  
110 Centerview Drive  
Kingstree Building  
Columbia, S.C. 29210  
(803) 896-4300

Deputy Director

Barbara Derrick

Administrative Services is responsible for providing administrative support services for the agency in accordance with state and agency policies and procedures and governing federal, state and local regulations. Administrative Services is directed by a management team and consists of four offices:

**Information Technology Office:** provides expertise in development, implementation and maintenance of computer-based information systems and coordinates all information technology activities for the agency. This office also manages the agency's Ecommerce presence.

**Budget Office:** responsible for coordinating the agency's budget and federal grants, the agency's strategic planning initiatives, and providing mail room services.

**Finance Office:** responsible for directing fiscal functions of the agency and providing services and expertise in areas of procurement, property and vehicle management, and records management.

**Human Resources Office:** responsible for providing services in the areas of consulting, policy development, employee relations, training, compensation, recruitment and employee benefits.

## Office of General Counsel

110 Centerview Drive  
P.O. Box 11329  
Columbia, S.C. 29211-1329  
(803) 896-4485

Chief General Counsel

Melina Mann

The Office of General Counsel is charged with providing litigation and advice services to LLR programs.

### The Office of General Counsel handled the following cases during FY 2010 - 2011:

Division of POL cases opened	680
Division of POL cases closed	770*
Division of OSHA cases opened	24
Division of OSHA cases closed	31*
Division of Labor cases opened	0
Division of Labor cases closed	0

\*includes cases carried forward from 2010-2011

## Division of Labor

110 Centerview Drive  
 PO Box 11329  
 Columbia, S.C. 29211-1329  
 737-9220

### Program Description:

South Carolina and federal laws are the source of various rights employers and employees have in its employer/employee relationships. [LLR's Division of Labor](#) is one of several state and federal agencies that administers the laws. Occupational Safety and Health, mediation of disputes between unions and businesses fall under this division, as well as the Office of Elevators and Amusement Rides.

## Office of Occupational Safety and Health Administration (OSHA)

Administrator: Dottie Ison  
 Program: Compliance  
 Manager: Anthony Wilks

### Program Description:

The purpose of the state Occupational Safety and Health Act is to ensure working men and women a safe and healthful working environment. To see that the objectives are met, the compliance field staff conducts inspections, which are reviewed by supervisors, to ensure compliance with safety standards and initiate enforcement procedures in cases of noncompliance.

Statistical Information FY 2010-2011	
OSHA Inspections	1,694
Safety	1,535
Percent of safety inspections	90.6%
Safety inspections per inspector	118
Health	159
Percent of health inspections	26.65%
Health inspections per inspector	159
Inspections resulting in findings of in-compliance	582

Number of Violations		2,422
Serious	65.8%	1,594
Other than serious	33.9%	822
Repeat	0.2%	5
Willful	0.1%	1

Number of Inspections by Types		
Planned	73.7%	1,248
Complaints	8.8%	149
Accidents and Fatalities	2.2%	37
Referrals	2.2%	38
Follow-up	3.6%	61
Program-related	5.0%	85
Not program-related	4.3%	73
Monitoring	0.2%	3

Program: Integrated Management Information System

Coordinator David Parker

### Program Description:

South Carolina, following Federal OSHA standards and regulations, is one of 26 states to administer its own occupational safety and health program. To that end, the South Carolina Division of Labor's Integrated Management Information Systems (IMIS) department provides statewide inspection data to the federal Department of Labor (DOL) as required by law. It is the IMIS department's responsibility to collect, compile, analyze, and transmit accurate inspection data to DOL on a daily basis. Internally, that same data is analyzed with an eye towards helping SCDOL continuously improve both its safety inspection and consultation programs.

IMIS also compiles and publishes safety data and statistics to federal, state, and local governments, which, in part, helps guide policy deliberation and decisions. Additionally, these same statistics are provided to the general public on both Federal and State Web sites. The IMIS department's primary objective is to analyze data in order to provide the Labor Division with accurate and timely information to help make the South Carolina workplace a safer place for all its workers.

- **Memory Upgrades** - To conserve scarce budget resources and leverage existing equipment, the IMIS department has completed a memory upgrade of SCOSHA PCs. These upgrades will allow the division's workforce to utilize both current and future operating systems and programs without having to purchase new PCs.

Program: Technical Support and Standards Office

Coordinator Gwendolyn Thomas

The purpose of the S.C. OSHA Technical Support Office is to develop, manage, and implement Federal OSHA's five year Strategic Plan, generate quarterly and annual reports, facilitate Stakeholder meetings and assist the S.C. OSHA Administrator with LLR's Strategic Plan. The Technical Support Office also reviews all Federal OSHA documents and recommends to the OSHA Administrator, actions such as the adoption of new standards promulgated by Federal OSHA, amendments to existing standards, review of Federal OSHA Compliance Directives for state implementation, and coordinates all public hearings for the adoption of standards and regulations.

This area also evaluates the validity of temporary and permanent variances. An employer may apply for a variance from a standard based on the following reasons:

- the employer's practices do not follow the letter of the standard but do afford employees protection equal or superior to that specified by the standard
- unavailability of personnel, materials or equipment, or
- construction will be needed that cannot be completed by the effective date of the standard.

The Technical Support area evaluates situations to assess that alternative protections are being afforded to employees and submits recommendations regarding the variance application to the OSHA Administrator.

The S.C. OSHA Standards Area provides assistance to many employers, employees and compliance staff who desire to eliminate safety and health workplace hazards. Construction applications, electrical, machine guarding, blood borne pathogen hazards, injury and illness recordkeeping, and matters regarding respiratory protection are examples of conditions for which information and assistance is frequently requested.

### Technical Support and Standards Offices performed the following activities during the FY 2010.

**On December 1, 2010**, the South Carolina Department of Labor, Licensing and Regulation, Division of Labor, Office of Occupational Safety and Health, promulgated the following revisions to existing South Carolina Regulations:

In Subarticle 7 (Construction): Cranes and Derricks  
Removal of 1926.31 – Incorporation by reference and the addition of 1926.6.

Amendments to Sections 1926.450, 1926.500, 1926.553, 1926.600, 1926.753, 1926.800, 1926.856, 1926.858, 1926.952, and 1926.1050.

Redesignation of Section 1926.550 – Cranes and Derricks shall be 1926.1501 and section 1926.550 has been reserved.

Minimum standard for Cranes and Derricks in construction shall be 1926 Subpart CC and the minimum standard for Cranes and Derricks used in Demolition and Underground Construction shall be 1926 Subpart.

## Requests for Information

## Number of Calls/Responses

Standards Information	483
Technical Information/Advice	212
Standards Interpretation	284
General Information	148
Referrals	222
Letters	29
E-mails	567
<b>TOTAL</b>	<b>1,945</b>

## Office of Occupational Safety and Health (OSH)

Program: OSHA Statistics

Administrator: Dottie Ison

### Program Description:

The OSH Statistics Section in cooperation with the [U.S. Department of Labor, Bureau of Labor Statistics](#), conducts the annual Bureau of Labor Statistics (BLS) Survey of Occupational Injuries and Illnesses and the [Census of Fatal Occupational Injuries \(CFOI\) Program](#). The survey measures non-fatal injuries and illnesses only and excludes the self-employed, farms with fewer than 11 employees, private households, and federal government agencies. The CFOI program compiles detailed information on all work-related fatal injuries in South Carolina.

A relatively small percentage of the total private sector employers, as well as state and local government agencies, are selected to report on the annual BLS survey. Data collected in the survey is based on uniform record-keeping requirements, which are mandatory under provisions of both the 1970 Occupational Safety and Health Act and corresponding state laws.

The data compiled in the Survey of Occupational Injuries and Illnesses and the CFOI Program are used to provide a management tool for safety engineers and persons interested in measurements of work injuries and illnesses. They used the data to develop strategies aimed at reducing fatal and non-fatal injuries and illnesses on the job.

### Statistical Information FY 2010 – 2011

2009 Private Sector Statistics	
Number of employees in S.C. private sector workforce	1,422,984
Number of employees in S.C. public sector workforce	300,151
Number of businesses sampled – private and public	3,114
Number of reported private sector injuries/illnesses	39,100
Injury and Illness rate per 100 employees – private sector	3.2
Number of reported public sector injuries/illnesses	12,300

Injury and Illness rate per 100 employees – public sector	4.9
<b>2009 CFOI Statistics</b>	
Number of fatal occupational injuries	73
- Private sector	63
- Public sector	10

## Office of OSHA Voluntary Programs (OVP)

Manager

Harvey Jessup

### Program Description:

The Office of OSHA Voluntary Programs (OVP) provides safety and health courtesy inspections, technical assistance, safety and health training to aid the business community in voluntary compliance with all areas of the Occupational Safety and Health Act. In addition, this area also provides recognition and outreach programs such as the Palmetto Star, SHARP, Alliances and Partnerships. These services are free to both public and private sector employers. Safety and health consultations are confidential. Training resource materials, brochures, booklets, audio-visual programs, seminars, lectures and extended courses have been developed to assist employers in providing employees a safe and healthful work environment.

The Voluntary Protection Program (VPP), or Palmetto Star Program, and the Safety and Health Achievement Recognition Program (SHARP) recognize manufacturing facilities with exemplary safety and health records and reduced injury and illness rates.

Program:

Consultation Services

Manager

Harvey Jessup

### Program Description:

The goal of this program is to make worksites safer. Free consultations by safety and health professionals with expertise in safety and health workplace issues are provided to businesses and public sector employers. Consultants help employers identify and correct specific hazards, provide guidance in establishing or improving an effective safety and health program, and offer training and education for employers, supervisors and employees. The primary target of the program is smaller businesses in higher hazard industries or with especially hazardous operations. Consultations are independent of OSHA's enforcement activity, and records are kept confidential and separate from OSHA's enforcement program. The only obligation of the businesses using these services is to correct any job safety and health hazards found in a timely manner.

### Statistical Information FY 2010- 2011

Number of Consultation requests	988
Number of Employees helped	48,254
Number of Workplaces visited	1004
Number of Workplaces achieving compliance	1004
Number of Workplaces referred to compliance	0
Types of consulting services rendered	
- Courtesy inspections	907
- Technical assistance	4
- Follow-up visits	6
Number of Hazards identified	5,300
Number of Hazards corrected	5,300

Amount saved in OSHA fines by businesses achieving compliance	<b>FY05</b>	<b>FY06</b>	<b>FY07</b>	<b>FY08</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
	3.1M	3.1M	2.6M	2.4M	2.5M	1.7M	1.4M

Program: Education and Training  
 Manager Harvey Jessup  
 Coordinator Van Henson

**Program Description:**

Training classes are provided for employees and employers covering key safety issues facing workplaces today, such as OSHA’s Rights and Responsibilities, Lockout/Tagout, and violence in the workplace. This service within OSHA Voluntary Programs provides a variety of training programs and presentations designed to reduce or eliminate safety and health hazards in the workplace. Upon request, training is available to employers and employees in the public and private sector and may take place on-site (requiring participation of 12 or more employees) or as a result of participating in one of the regional training programs coordinated by the training staff. In FY09, in excess of 500 training programs were delivered to employees throughout the state, resulting in more than 12,000 employees trained on various OSHA regulations and other safety and health issues.

**Statistical Information FY 2010- 2011**

Number of training programs:	492
Number of contact hours:	15,432
Number of trainees:	12,093

General industry, health, and construction areas are covered in the training curriculum. Examples of training programs offered include, but are not limited to:

- OSHA Inspection Process
- Blood borne Pathogens
- Lockout/Tag out (LOTO)
- Trenching/Excavation
- Hazard Communication
- S.C. SMART- Safety Management & Accident Reduction Training
- Fall Protection (Construction)
- Personal Protective Equipment
- Violence in the Workplace
- Scaffolding (Construction)
- Permit Required Confined Spaces
- Industrial Trucks (Forklifts)
- OSHA Recordkeeping
- OSHA 10-hour General Industry & Construction Classes
- Electrical Safety

View a complete list of free workplace safety and health training programs at the [LLR Website](#).

Program: Recognition and Outreach  
 Manager Harvey Jessup  
 Coordinator Sharon Dumit

**Program Description:**

This area is responsible for the recognition programs Palmetto Star (VPP) and the Safety and Health Achievement Recognition Program (SHARP). It is also responsible for Alliances and Partnerships with S.C. businesses and associations.

## Palmetto Star

The Palmetto Star Program recognizes qualified employers who exceed the requirements of the Occupational Safety and Health Act of 1970 in providing its workers a safe and healthy worksite. Any employer in North American Industry Classification System (NAICS) Codes 31-33 may apply.

Palmetto Star sites are not expected to be perfect. However, they are expected to effectively protect its workers from workplace hazards through its safety and health systems. A Palmetto Star site is one that has proven it is able to function independently of OSHA and is self-sufficient in its ability to control hazards at the worksite.

To qualify, an applicant must demonstrate management's commitment to safety, assess hazards that may be present within the workplace, maintain a system for hazard correction and control, provide employees safety and health training, and assure employee participation in safety and health programs. Finally, the company must have a total injury/illness incident rate and a total lost workday incident rate that is 50 percent or below the state average for the applicant's industry for each of the last three years.

Palmetto SuperStar sites are determined on a calendar year basis. These sites receive a one-year extension for continuing to meet program requirements.

### Statistical Information FY 2010 - 2011

Number of active approved Palmetto Star sites	44
Number of approved Superstar sites	0
Number of initial evaluations conducted	2
Number of initial approvals for FY 08-09	2
Number of three-year re-evaluations conducted	10

Approved Palmetto Star sites by Year	FY05	FY06	FY06	FY07	FY08	FY09	FY10	FY11
	44	47	58	55	58	45*	44	44

\* Some sites were lost in 2006-2008 due to plant closings or withdrawing from program. We will no longer list inactive sites.  
Office of OSHA Voluntary Programs: Palmetto Star Sites

Palmetto Star Site	Location	Approval Date
Milliken and Company Gilliland Plant	Laurens, S.C.	05/31/94
Milliken and Company Dewey Plant	Inman, S.C.	07/29/94
BAE Systems	Aiken, S.C.	09/30/94
Milliken and Company Cushman Plant	Williamston, S.C.	05/31/95
Milliken and Company Judson Plant	Greenville, S.C.	07/31/95
Milliken and Company Gerrish Plant	Pendleton, S.C.	11/30/95
SAGE Auto Lamination	Spartanburg, S.C.	02/28/96
SAGE Gayley Plant	Marietta, S.C.	08/30/96
Georgia Pacific Prosperity Plant	Prosperity, S.C.	09/10/96
Milliken and Company Gillespie Plant	Union, S.C.	12/05/96
Milliken and Company Cedar Hill Plant	Jonesville, S.C.	02/10/97
SAGE Abbeville Plant	Abbeville, S.C.	06/12/97
Milliken and Company Cypress Plant	Blacksburg, S.C.	07/07/97
SAGE Sharon Plant	Abbeville, S.C.	02/26/98
Milliken and Company Johnston Plant	Johnston, S.C.	04/10/98
Milliken and Company McCormick Plant	McCormick, S.C.	04/30/98
Honeywell	Greer, S.C.	07/15/98
Milliken and Company Pendleton Plant	Pendleton, S.C.	09/30/98
Milliken and Company Magnolia Plant	Blacksburg, S.C.	03/10/99
International Paper Log/Fiber	Georgetown, S.C.	03/12/99

Milliken and Company Packaging Plant	White Stone, S.C.	02/23/00
Milliken and Company Roger Milliken Research and Customer Center	Spartanburg, S.C.	05/31/00
Ascend, Inc.	Greenwood, S.C.	07/31/00
Westvaco Forest Res. Div.	Summerville, S.C.	09/11/01
GE Medical Systems	Florence, S.C.	10/22/01
Milliken and Company Enterprise Plant	Marietta, S.C.	11/15/01
Bridgestone/Firestone	Graniteville, S.C.	01/08/02
Milliken and Company Sycamore Transportation/Distribution Center	Clinton, S.C.	01/08/02
Jacobs Technology Inc.	Goose Creek, S.C.	06/04/03
International Paper	Prosperity, S.C.	12/29/03
Milliken and Company Hillcrest Plant	Simpsonville, S.C.	05/08/04
International Paper	Silverstreet, S.C.	08/27/04
Progress Energy Sumter Construction Center	Sumter, S.C.	05/26/05
Computer Dynamics	Greenville, S.C.	10/14/05
Georgia-Pacific Sawmill	Prosperity, S.C.	10/24/05
Delavan	Bamberg, S.C.	12/01/05
Anmed	Anderson, S.C.	12/19/05
SAGE Cotton Blossom Plant	Spartanburg, S.C.	08/14/06
Osrose, Inc.	Rock Hill, S.C.	10/11/06
Roseburg Forest Products	Russellville, S.C.	02/21/07
GE Aviation	Greenville, S.C.	06/25/09
Nucor Building Systems	Swansea, S.C.	11/16/09
CompX	Mauldin, S.C.	08/10/10
Nucor Steel Berkeley	Huger, S.C.	04/25/11

## Safety and Health Achievement Recognition Program (SHARP)

The SHARP program is designed to provide incentives and support to employers that implement and continuously improve their safety and health management systems at their worksite. The standards required to get into the SHARP are less stringent than that of the Palmetto Star program. It is a good alternative for a smaller company that may not have the resources to become a Star site or as a stepping-stone to becoming a Star. Acceptance into SHARP by OSHA is an achievement of status that makes companies stand out among their peers as a model for worksite safety and health. SHARP participants are exempted from OSHA programmed inspections.

### Requirements for participation in the SHARP program are:

1. Receive a full-service safety and health consultation visit and a comprehensive review of safety and health management systems. In addition, all hazards found by the consultant(s) must be corrected.
2. Receive a score of at least two on all 50 basic attributes of the Form 33. Additionally, all “stretch items” of the Form 33 must be scored. “Stretch items” are those safety and health attributes above the basic attributes of a foundational safety and health management system, such as employee participation in hazard prevention and control activities within the worksite.
3. Agree to notify the Office of OSHA Voluntary Programs and request a subsequent on-site consultation visit when changes in working conditions or work processes occur that may introduce new hazards into the workplace.
4. Have a total injury/illness incident rate and a total lost workday incident rate that is below the state average for the applicant's industry for the previous year.
5. Submit a request for SHARP participation.

## Office of OSHA Voluntary Programs: SHARP Sites

Three new sites were approved in FY 2010-2011.

SHARP Site	Location	Approval Date
Thomas and Betts Lancaster	Lancaster, S.C.	06/01/04
Ply-Gem Siding Group	Gaffney, S.C.	08/23/08
Nucor Steel Cold Finish	Florence, S.C.	06/01/09
Nucor Steel Bar Mill	Florence, S.C.	06/01/09
ECMD	Summerville, S.C.	11/16/09
Nextera	Gaffney, S.C.	12/10/09
URS	Fort Mill, S.C.	01/19/10
Piedmont Natural Gas	Anderson, S.C.	05/13/11

## Alliances and Partnerships:

The Alliance Program works with groups committed to safety health, including businesses, trade or professional organizations, unions and educational institutions. The purpose is to leverage resources and expertise, to develop compliance assistance tools and resources and share information with employers and employees to help prevent injuries, illnesses and fatalities in the workplace.

There are many benefits to participating in an Alliance. The agreements, which are signed for two years, help organizations to:

- Build trusting, cooperative relationships with OSHA.
- Network with others committed to workplace safety and health.
- Leverage resources to maximize worker safety and health protection.
- Gain recognition as proactive leaders in safety and health.
- Organizations may be cooperating with OSHA for the first time, or they may be continuing existing relationships with the Agency established through other cooperative programs.

## Office of OSHA Voluntary Programs: Current Alliances

Overhead Power line Safety Alliance

## Office of OSHA Voluntary Programs: Current Partnerships

BE&K/ Turner a Joint Venture Boeing Charleston Expansion Project

OVP currently has a Partnership with BE&K/Turner, a joint venture for the construction of the Boeing site in North Charleston. OVP entered into the Partnership on April 16, 2010. BE&K/Turner achieved 1 million work hours without a lost workday injury or illness in September 2010.

**In a Partnership**, OSHA enters into an extended, voluntary, cooperative relationship with groups of employers, employees, and employee representatives (sometimes including other stakeholders, and sometimes involving only one employer) in order to encourage, assist, and recognize their efforts to eliminate serious hazards and achieve a high level of worker safety and health.

- Partnering is appropriate for the many employers who want to do the right thing but need help in strengthening worker safety and health at their worksites. Management, labor, and OSHA can become allies committed to cooperative solutions to the problems of worker safety and health.
- OSHA and its partners can identify a common goal, develop plans for achieving that goal, and cooperate in implementation.
- OSHA's interest in cooperative Partnerships in no way reduces its ongoing commitment to enforcing the requirements of the Occupational Safety and Health Act. Partnerships move away from traditional enforcement methods and instead, work cooperatively with groups of employers and workers to identify the most serious workplace hazards, develop workplace-appropriate safety and health management systems, share resources, and find effective ways to reduce worker injuries, illnesses, and deaths.

## Office of Elevators and Amusement Rides

Administrator

Duane Scott

### Program Description:

Created in 1986, the office administers the South Carolina Elevator Code and the South Carolina Amusement Ride Safety Code. To ensure compliance with both codes, the licensing staff of 13 inspectors conducts inspections of new and existing elevator facilities, amusement rides and bungee jumps.

Beginning in September 2011, the agency elevator and amusement ride inspections will be outsourced to special inspectors licensed by LLR. LLR will employ a team of auditors who will travel the state to randomly review the work done by the special certified inspectors.

Program:

Elevator Safety Inspections

Administrator

Duane Scott

### Program Description:

Per [Chapter 16 of Title 41](#) of the South Carolina Code of Laws, 1976 (as amended), the [Office of Elevators and Amusement Rides](#) administers regulations governing construction, alteration and installation of new elevators, escalators, dumbwaiters, handicapped lifts and moving walks. It also administers safety standards for existing facilities. All safety standards are national consensus standards in accordance with the American National Standards Institute. The office, and the private inspectors it licenses, inspects elevator facilities and issues operating certificates.

Since registration of elevators and related equipment formally began in July 1986, a total of 11,402 elevators and related equipment have been registered. The highest numbers of registered facilities are in Richland, Charleston, Greenville and Horry counties.

Fees for the inspections performed by the Office of Elevators and Amusement Rides are based on the contract price for new elevators under construction or the number of floors served by existing elevators.

### Fiscal Year 2010 - 2011 Statistical Information

The following information is recorded from July 1, 2010 – June 30, 2011:

- The total number of elevators registered in the state: 11,682
- The total number of elevators inspected: 6,815

Program:

Amusement Ride Safety Inspections

Administrator

Duane Scott

### Program Description:

Per Chapter 18 of Title 41 of the South Carolina Code of Laws 1976 (as amended), the Office of Elevators and Amusement Rides administers regulations to guard against injuries in the assembly, disassembly and use of amusement devices at carnivals, fairs and amusement parks. The office, and any special inspector it licenses, inspects amusement devices and issues operating permits. Inspection fees are based on the type of device being inspected and are set by regulation no more than once per year.

### Fiscal Year 2010 - 2011 Statistical Information

- The total number of amusement rides inspected: 577
- The total number of amusement rides permitted: 555

Program:

Bungee Jumping Inspections

**Program Description:**

The office began regulating the practice of bungee jumping in July 1994. In FY 2010 - 2011, there were no bungee jump inspections.

## Office of Labor- Management Mediation

**Program Description:**

Per South Carolina Code of Laws, 1976 (as amended) 41-17-10, the LLR Director is responsible for assisting in the settlement of management and labor disputes (except railroads and express companies doing business by rail). The Office of Labor-Management Mediation monitors industrial disputes, strikes, lockouts, picketing and its causes, and offers assistance to the parties involved through conflict resolution techniques. When requested by the parties, we offer Dispute and Grievance Mediation as a third party neutral to assist in resolving any outstanding grievances in their working relationship or negotiating their collective bargaining agreement. In general, the Office of Labor Management Mediation attempts to resolve misunderstandings and differences between organized labor and management prior to a work stoppage resulting in a more productive work environment and less disruption in commerce. In this regard we provide the following:

- **Dispute Mediation:** When the parties are negotiating a new collective bargaining agreement or renewing an existing agreement we offer mediation if they are unable reach an agreement prior to a work stoppage, or other economic action.
- **Grievance Mediation:** When the parties have a collective bargaining agreement in place and a dispute arises that the parties are unable to settle we offer to mediate the grievance prior to Arbitration or the final step of the grievance procedure. This service allows the parties to reach an agreement with input from both sides rather than having an Arbitrator render a decision. This may result in a settlement that is less expensive and contentious.
- During negotiations we monitor the process by keeping in touch with the parties to assess the progress and offer suggestions.
- Promote the development of sound and stable labor management relationships by meeting with the parties prior to the beginning of negotiations to offer our services, gather essential information and assess the situation.
- Prevent or minimize work stoppages by assisting management and labor resolve their disputes amicably between themselves or through Mediation efforts.

This office also administers the South Carolina Right-to-Work Law (as amended) 41-7-10, which provides that the rights of employees shall not be denied or abridged based upon their affiliation or non-affiliation with a labor union. This primarily affects employees in the bargaining unit of an employer who has a collective bargaining agreement with a labor organization. In this role, the Mediator will receive the complaint and conduct an investigation. This is usually performed by conducting separate conferences with the complainant and the defendant to gather and assess the facts. We will then consult with the Legal Department if necessary and make a recommendation for settlement or dismissal based on the facts and applicable law.

## Division of Professional and Occupational Licensing (POL)

110 Centerview Drive  
Kingstree Building  
Columbia, S.C. 29210  
803) 896-4300

Deputy Director

Rion Alvey

**Overview:**

As an administrative unit within the Department of Labor, Licensing and Regulation, the Division of Professional and Occupational Licensing provides services to 40 professional and occupational regulatory boards that are responsible for establishing minimum standards of competence and conduct for more than 330,926 licensees in South Carolina.

The 40 licensing boards protect the health, safety and well being of the citizens of South Carolina by issuing licenses to qualified individuals and businesses that provide services to consumers. The boards are composed of volunteer members, some of whom are appointed by the Governor, some appointed with advice and consent of the Senate, and some of whom are elected. Board members



include licensed practitioners and members of the public. They serve as a direct link between the professionals they license and consumers. Most of the boards meet on a quarterly basis, and the meetings are open to the public.

Each board evaluates the qualifications of license applicants, grants licenses to those that qualify, and establishes regulations that set ethical and technical competence standards for the professionals it licenses. The boards also take disciplinary action against licensees whose conduct fails to meet the accepted standards of the profession.

The Division also serves as an educational resource to schools and colleges and provides staff to serve as speakers and presenters for professional association and other meetings.

**Office of Board Services (OBS)**, which handles initial licensure applicants, annual and biennial renewal applicants, licensees requiring compliance of board orders. OBS also oversees the needs of all POL Boards.

**Office of Investigations and Enforcement**, which is responsible for investigating complaints involving alleged misconduct by licensees.

## Board of Accountancy

### Program Description:

The Board examines applicants and issues certificates and licenses to certified public accountant, public accountant, and accounting practitioners. The Board may discipline certificate and license holders, prescribe rules and regulations, investigate complaints, and in general, regulate the practice of accounting in South Carolina.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg, Suite 104 PO Box 11329 Columbia, SC 29233-1329
<b>Telephone:</b>	(803) 896-4770
<b>Fax:</b>	(803) 896-4554
<b>Website:</b>	www.llronline.com/pol/accountancy
<b>Administrator</b>	Doris E. Cubitt, CPA cubittd@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1915
<b>S.C. Code of Laws:</b>	40-2, et. seq.
<b>Regulation:</b>	1-21, et. seq.
<b>Board Member Slots:</b>	9
<b>How appointed:</b>	By the Governor, recommendation profession assoc
<b>Board Meetings:</b>	6 annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 states, 5 jurisdictions
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Licensing Period</b>	February 1-January 31 Biennial

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	7,051
<b>Certified Public Accountants</b>	5,488
<b>Public Accountants</b>	106
<b>Accounting Practitioners</b>	1164
<b>Accounting Firms In-State Registration</b>	1207
<b>Accounting Firms Out-of-State Registration</b>	279

<b>Complaint/Investigation Information</b>	
Complaints Received:	19
Investigations:	40
Dispositions:	15
Complaint Dismissed with NO Action Taken:	3
Consent Agreement/Public:	1
Dismissed (Licensee):	6
Letter Of Caution:	0
License Denied:	3
Unresolved Discipline:	3

## Board of Architectural Examiners

### Program Description:

The Board's mission is to safeguard the health, safety and welfare of the citizens of South Carolina by registering and regulating architects to ensure competent practitioners in the profession. The Board establishes standards of conduct, investigates complaints, and engages in disciplinary action when necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11419 Columbia, SC 29211-1419
<b>Telephone:</b>	(803) 896-4408
<b>Fax:</b>	(803) 896-4427
<b>Website:</b>	www.llronline.com/POL/Architects/
<b>Administrator</b>	Jan B. Simpson simpsonj@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1917
<b>S.C. Code of Laws:</b>	40-3, et. seq.
<b>Regulation:</b>	11-1, et. seq.
<b>Board Member Slots:</b>	6
<b>How appointed:</b>	By Governor
<b>Board Meetings:</b>	4 Annually

### Licensure Information:

<b>Number of states and territories that license same profession:</b>	50 states, 4 territories
<b>Licensure Period:</b>	
<b>Individual</b>	Biennially 7/1 to 6/30
<b>Firms</b>	Biennially 9/1 to 8/31
<b>Endorsement Accepted:</b>	Reciprocity
<b>Licensee Population Trend:</b>	Increasing

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	5,146
<b>Individual</b>	3,819
<b>Firm</b>	1,327

### Complaint/Investigation Information

Complaints Received:	30
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<b>Investigations:</b>	<b>14</b>
<b>Dispositions:</b>	17
<b>Admin Fine/Monetary Penalty &amp; Another Action:</b>	6
<b>Consent Agreement/Public:</b>	<b>6</b>
<b>Dismissed (Licensee) :</b>	4
<b>Indefinite Suspension:</b>	<b>1</b>
<b>Letter of Caution:</b>	1
<b>Voluntary Surrender:</b>	<b>0</b>

## Athletic Commission

### Program Description:

The Commission directs, manages and controls professional boxing, wrestling, sparring events, exhibitions and performances occurring in South Carolina. The Commission stresses protection of the participants of permitted events. The Commission inspects event and applies disciplinary actions whenever necessary in accordance with State and Federal laws.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-
<b>Fax:</b>	(803) 896-4484
<b>Website:</b>	www.llronline.com/pol/athletic/
<b>Administrator</b>	Charles Ido idoc@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1984
<b>S.C. Code of Laws:</b>	40-81, et. seq.
<b>Regulation:</b>	20-10, et. seq.
<b>Board Member Slots:</b>	8
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	2 Annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	42 states, 0 jurisdictions
<b>Endorsement Accepted:</b>	Neither
<b>Licensee Population Trend:</b>	Fluctuating
<b>Licensing Period</b>	Annually January 1

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	2,914
<b>Announcer</b>	33
<b>Boxer</b>	158
<b>Judge</b>	44
<b>Manager</b>	11
<b>Second</b>	606
<b>OTSB</b>	773
<b>Promoter</b>	41
<b>Referee</b>	38
<b>Timekeeper</b>	21
<b>Trainer</b>	6
<b>Wrestler</b>	585

Match Maker	8
Boxing Permits	1
OTSB Permits	2
Wrestling Permits	33
<b>Complaint/Investigation Information</b>	
Complaints Received:	0
Investigations:	0
Inspections:	0
Dispositions:	0
License Denied:	0

## Auctioneers Commission

### Program Description:

The Commission is responsible for the administration and enforcement of the Auctioneers' Law, which establishes specific standards of conduct for practitioners to protect the public. Auctioneers, apprentice auctioneers and auction firms are licensed and regulated.

Mailing Address:	110 Centerview Drive, Kingtree Bldg PO Box 11329 Columbia, SC 29211-1329
Telephone:	(803) 896-4494
Fax:	(803) 896-4484
Website:	www.llronline.com/pol/auctioneers
Administrator	Lenora Addison-Miles milesl@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1977
S.C. Code of Laws:	40-6 et. seq.
Regulation:	14-10, et. seq.
Board Member Slots:	5
How appointed:	By the Governor
Board Meetings:	Quarterly

### Licensure Information:

Number of states and jurisdictions that license same profession:	17 states, 0 jurisdictions
Endorsement Accepted:	Reciprocity
Licensee Population Trend:	Decreasing
Licensing Period	Biennial June 30

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Total:	1,273
Auctioneers	1,089
Auction firms	184

### Complaint/Investigation Information

Complaints Received:	36
Investigations:	43
Dispositions:	16
Administrative Dismissal:	0

## Board of Barber Examiners

### Program Description:

The Board is responsible for licensing all barbers, barbershops, barber colleges, and instructors. The Board is also responsible for conducting examinations of barbers and instructors. Regular inspections are made in all barbershops and barber schools. In addition, the board investigates complaints and provides discipline when necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg PO Box 11329 Columbia, SC 29111-1329
<b>Telephone:</b>	(803) 896-4491
<b>Fax:</b>	(803) 896-4484
<b>Website:</b>	www.llronline.com/pol/barber
<b>Administrator</b>	Eddie L. Jones jonese@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1937
<b>S.C. Code of Laws:</b>	40-7, et. seq.
<b>Regulation:</b>	17-10, et. seq.
<b>Board Member Slots:</b>	6
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	Bi-Monthly

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	44 states, 0 jurisdictions
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Licensing Period</b>	Biennially 6/30

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	9,431
<b>Registered Barbers</b>	2,020
<b>Apprentice Barbers</b>	120
<b>Master Hair Care Specialist</b>	2,193
<b>Shampoo Assistant</b>	9
<b>Manicurist</b>	12
<b>Barber Shop License</b>	1,545
<b>Barber School License</b>	33
<b>Instructor License</b>	510
<b>Student Permit</b>	943
<b>On-the-job Training Permit</b>	359
<b>Hair Braiders Registration</b>	1,580
<b>On-the-job Training Manicurist</b>	0
<b>Master Hair Care Apprentice</b>	107
<b>On-the-job Shampooist Assistant</b>	0

### Complaint/Investigation Information

<b>Complaints Received:</b>	23
<b>Investigations:</b>	18
<b>Inspections:</b>	1,110
<b>Dispositions:</b>	4

Consent Agreement/Public	0
Letter of Caution	0
Suspension	0

## Boiler Safety Program

### Program Description:

The Boiler Safety Program (2005 Act 59) was passed by the South Carolina General Assembly May 18, 2005, requiring the S.C. Department of Labor, Licensing and Regulation (LLR) to promulgate regulations for safe installation and inspection of boilers.

The legislation establishes certification requirements for boiler inspectors and provides for boiler inspection time frames, criteria and reporting requirements. Beginning June 1, 2006, each boiler used, or proposed to be used in South Carolina, must be registered with LLR and inspected annually or biennially.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg. , Suite 306 PO Box 11329 Columbia, SC
<b>Telephone:</b>	(803) 896-5171
<b>Fax:</b>	(803) 896-4814
<b>Web site:</b>	www.llr.state.sc.us/POL/boilers/
<b>Administrator</b>	Gary F. Wiggins wigginsg@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Program Established:</b>	2005
<b>S.C. Code of Laws:</b>	Title 41, Chapter 14
<b>Regulation:</b>	SC Regulation 71, Article 9
<b>Board Member Slots:</b>	
<b>How appointed:</b>	
<b>Board Meetings:</b>	
<b>Licensure Information:</b>	
<b>Number of states and territories that license same profession:</b>	50 states
<b>Licensure Period:</b>	Every 5 Years
<b>Endorsement Accepted:</b>	
<b>Licensee Population Trend:</b>	
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Boiler Inspector</b>	134
<b>Boiler Registration</b>	8,085
<b>Complaint/Investigation Information</b>	
<b>Complaints Received:</b>	0
<b>Investigations:</b>	0
<b>Dispositions:</b>	0

## Building Codes Council

### Program Description:

The Building Codes Council approves modifications to codes submitted for use by municipalities and counties. The Council assures statewide consistency by adopting nationally recognized building codes. The Council also monitors the design, construction and sale of modular buildings offered for sale within South Carolina. In addition, the Council registers building code enforcement officers and administers the state accessibility statute and regulations.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11329 Columbia, SC
<b>Telephone:</b>	(803) 896-4688
<b>Fax:</b>	(803) 896-4814
<b>Website:</b>	www.llronline.com/pol/bcc
<b>Administrator</b>	Gary F. Wiggins wigginsg@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1972 – Building Codes Program 1974 – Accessibility Program 1984 – Modular Buildings Program 1997 – Code Enforcement Officers Program
<b>S.C. Code of Laws:</b>	6-8, et. seq. (Bldg. Code Enforcement Officers) 6-9, et. seq. (Building Codes) 10-5, et. seq. (Const. & Renov. of Pub. Bldgs.) 23-43, et. seq. (Modular Bldgs. Const. Act)
<b>Regulation:</b>	8-100, et. seq. (BBC Regis., Fees & Disciplinary Procedures) 8-205, et. seq. (BCC Administration) 8-700, et. seq. (Barrier Free Design Standard) 8-600, et. seq. (Modular Bldg. Const. Act)
<b>Board Member Slots:</b>	Code Enforcement Officers Registration Program and the Modular Building Program are represented by the same 16 members
<b>How appointed:</b>	Code Enforcement Officers Registration Program and the Modular Building Program are appointed by the Governor
<b>Board Meetings:</b>	The Council meets quarterly and at the call of the Chair
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	36 states, jurisdictions
<b>Licensure Period:</b>	Biennially
<b>Endorsement Accepted:</b>	None
<b>Licensee Population Trend:</b>	Increasing
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	906
<b>Modular Manufacturer</b>	113
<b>Building Official</b>	601
<b>Modular Manufacturer Representative</b>	184
<b>Modular Third Party</b>	8
<b>Complaint/Investigation Information</b>	
<b>Complaints Received:</b>	20
<b>Investigations:</b>	32
<b>Dispositions:</b>	21
<b>Admin Fine/Monetary Penalty &amp; Another Action:</b>	0

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Cease and Desist:	1
Consent Agreement/Public:	1
Dismissed (Licensee) :	14
Letter of Caution:	0
Voluntary Surrender:	0

## S.C. Perpetual Care Cemetery Board

### Program Description:

Perpetual Care Cemeteries are regulated to assure that the trust funds held for the cemetery are administered with sound business practice and that funds are available in perpetuity for the care and maintenance of the cemetery.

Mailing Address:	110 Centerview Drive, Kingtree Bldg PO Box 11329 Columbia, SC 29211-1329
Telephone:	(803) 896-0379
Fax:	(803) 896-4484
Website:	ww.llr.state.sc.us/pol/cemetery
Administrator	Doris E. Cubitt cubitt@d@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	2003
S.C. Code of Laws:	40-8, et. seq.
Regulation:	None
Board Member Slots:	7
How appointed:	By the Governor
Board Meetings:	Quarterly

### Licensure Information:

Number of states and jurisdictions that license same profession:	40 states, 0 jurisdictions
Endorsement Accepted:	None
Licensee Population Trend:	Decreasing
Licensing Period	Biennial 12/31

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Total:	120

### Complaint/Investigation Information

Complaints Received:	24
Investigations:	57
Inspections:	151
Dispositions:	23
Dismissed (Licensee) :	19
Letter of Caution:	4

## Board of Chiropractic Examiners

### Program Description:

The Board was created to protect the health and safety of the public by establishing qualifications for entry into the profession and by disciplining those chiropractic practitioners who violate South Carolina laws governing their profession.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 P.O. Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4587
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Chiropractors/
<b>Administrator</b>	Patricia F. Glenn glennp@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1932
<b>S.C. Code of Laws:</b>	40-9-10, et. seq.
<b>Regulation:</b>	25-10, et. seq.
<b>Board Member Slots:</b>	8
<b>How appointed:</b>	Election by district; top two candidates submitted to Governor
<b>Board Meetings:</b>	At least 3 times annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennially 10/1-9/30
<b>Endorsement/Reciprocity Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National exam and state exam on S.C. rules and regulations

### Statistical Information FY 2010-2011

	<b>Number of Licensees</b>
<b>Licensee Category:</b>	
<b>Total:</b>	1,521
<b>Complaints Received:</b>	37
<b>Investigations:</b>	66
<b>Total Dispositions:</b>	21
<b>Administrative Dismissal:</b>	1
<b>Cease and Desist:</b>	0
<b>Complaint Dismissed with No Action Taken:</b>	11
<b>Consent Agreement/Public:</b>	1
<b>Dismissed (Licensee):</b>	11
<b>Letter of Caution:</b>	4
<b>Probation:</b>	1
<b>Public Reprimand:</b>	2
<b>Suspension:</b>	1
<b>Terms and Conditions:</b>	3
<b>Unresolved Discipline:</b>	0

## Contractors Licensing Board

### Program Description:

The Board's mission is to regulate the practice of general and mechanical contracting, burglar and fire alarm system businesses and fire protection sprinkler contractors. The Board investigates complaints and disciplines contractors as necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg. PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4686
<b>Fax:</b>	(803) 896-4814
<b>Web site:</b>	www.llronline.com/POL/Contractors
<b>Administrator</b>	Gary Wiggins wigginsg@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1936
<b>S.C. Code of Laws:</b>	40-11 et. seq. (Gen. and mech. contractors) 40-79 et. seq. (Burglar and fire alarm contractors) 40-10 et. seq. (Fire sprinkler system contractors)
<b>Regulation:</b>	29-1 thru 10 et. seq. (Gen. and mech. contractors) 29-70 thru 110 (Fire sprinkler system contractors)
<b>Board Member Slots:</b>	9
<b>How appointed:</b>	By Governor
<b>Board Meetings:</b>	Quarterly

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 states, jurisdictions
<b>Licensure Period:</b>	
<b>General Contractor</b>	Biennially even years
<b>Mechanical Contractor</b>	Biennially odd years
<b>Burglar Alarm</b>	Biennially
<b>Fire Alarm</b>	Biennially
<b>Fire Sprinkler</b>	Biennially
<b>Endorsement/Reciprocity Accepted:</b>	AL, GA, MS, NC, PA, TN, TX, UT (Limited number of classifications)
<b>Licensee Population Trend:</b>	Fluctuating
<b>Number of states and jurisdictions that license same profession:</b>	
<b>Licensure Period:</b>	

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	15,641
<b>General Contractor</b>	8,443
<b>Mechanical Contractor</b>	6,094
<b>Burglar Alarm</b>	528
<b>Fire Alarm</b>	358
<b>Fire Sprinkler</b>	218

### Complaint/Investigation Information

<b>Complaints Received:</b>	257
<b>Investigations:</b>	329
<b>Dispositions:</b>	214
<b>Administrative Dismissal:</b>	7

Board Action:	0
Cease and Desist:	15
Citation:	38
Complaint Dismissed with NO Action Taken:	3
Consent Agreement/Public:	11
Corrective Action/Dismissed:	0
Dismissed (Licensee) :	53
Dismissed (Unlicensed):	5
Letter of Caution:	33
No Jurisdiction:	6
Other Licensure Action:	1
Probation:	13
Revocation:	3
Revocation Permanent:	1
Suspension:	0
Unresolved Discipline:	11

## Board of Cosmetology

### Program Description:

The Board licenses and regulates cosmetologist, cosmetology instructors, cosmetology schools, salons, booth renters, nail technicians, estheticians. The board investigates complaints and disciplines when appropriate.

Mailing Address:	110 Centerview Drive, Kingtree Bldg PO Box 11329 Columbia, SC 29211-1329
Telephone:	(803) 896-4572
Fax:	(803) 896-4484
Website:	www.llronline.com/pol/cosmetology
Administrator	Eddie L. Jones jonese@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1934
S.C. Code of Laws:	40-13, et. seq.
Regulation:	35-10, et. seq.
Board Member Slots:	7
How appointed:	By the Governor
Board Meetings:	Bi-Monthly
<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	44 states, 0 jurisdictions
Endorsement Accepted:	Endorsement
Licensee Population Trend:	Decreasing
Licensing Period	Practitioner Biennially 3/10
<b>Statistical Information FY 2010-2011</b>	
Licensee Category:	<b>Number of Licensees</b>
Total:	35,680
Booth Renters	3,840

Esthetician	1,508
Instructors Estheticians	49
Instructors Nail Technicians	36
Instructors Registered Cosmetologists	825
Nail Technicians	3,577
Registered Cosmetologists	19,662
Salons	6,072
Schools	111
<b>Complaint/Investigation Information</b>	
Complaints Received:	220
Investigations:	452
Inspections:	4,581
Dispositions: :	84
Board Action	0
Cease and Desist	4
Citation	0
Complaint Dismissed with No Action Taken	25
Consent Agreement/Public	
Dismissed (License)	14
Dismissed (Unlicensed)	1
License Denied	58
No Issue Found	1
Unresolved Discipline	3

## Board of Dentistry

### Program Description:

The Board oversees examinations, licensing certification, annual re-registration and regulation of dentists, dental hygienists, dental laboratory, technicians, and ortho-technicians in South Carolina. The Board investigates complaints, conducts disciplinary hearing, and maintains data for the public, state and federal agencies.

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
Telephone:	(803) 896-4599
Fax:	(803) 896-4719
Website:	<a href="http://www.llronline.com/POL/Dentistry/">www.llronline.com/POL/Dentistry/</a>
Administrator	Veronica Reynolds reynoldsv@llr.sc.gov
Assistant Deputy Director:	Charles Ido idoc@llr.sc.gov
Board Established:	1875
S.C. Code of Laws:	40-15, et. seq.
Regulation:	39-10, et. seq.
Board Member Slots:	9
How appointed:	By the Governor
Board Meetings:	Quarterly

<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	50 states, 3 jurisdictions
Endorsement Accepted:	Neither
Licensee Population Trend:	Increasing
Licensing Period	(Biennially )October 15 –March 1
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
Total:	10,046
Dental Assistant:	3,675
Dentist:	2,712
Dental Hygienist:	3,314
Dental Instructor:	5
Dental Instructor Specialist:	8
Orthodontic Technician:	8
Dental Technician:	264
Dental Volunteer:	18
Volunteer Hygienist:	30
Portable Dental Operation:	7
Mobile Dental Facilities:	1
Volunteer Specialist:	4
<b>Complaint/Investigation Information</b>	
Complaints Received:	86
Investigations:	71
Total Dispositions:	43
Administrative Dismissal:	1
Cease and Desist:	2
Consent Agreement/Public:	1
Definite Suspension/Stayed:	1
Dismissed (Licensee):	25
Letter of Caution	9
License Reinstatement Denied (Individual):	1
No Issue Found:	1
No Jurisdiction:	0
Public Reprimand:	2
Unresolved Discipline:	1

## Panel for Dietetics

### Program Description:

The mission of the Panel is to protect the health and safety of the public by regulating dietetic practice in South Carolina. The Panel licenses qualified dietitians, requires licensees to meet renewal requirements, and disciplines if necessary.

### Mailing Address:

110 Centerview Drive, Kingstree Bldg., Suite 202  
PO Box 11329  
Columbia, SC 29211-1329

<b>Telephone:</b>	(803) 896-4665
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Dietetics/
<b>Administrator</b>	Angie Combs combsa@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	2006
<b>S.C. Code of Laws:</b>	40-20-5, et. seq.
<b>Regulation:</b>	40-1, et. seq.
<b>Board Member Slots:</b>	7
<b>How appointed:</b>	Appointed by the Governor with the advice and consent of the Senate
<b>Board Meetings:</b>	At least 2 times annually
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	43 States
<b>Licensure Period:</b>	Biennially 6/1-5/31
<b>Endorsement/Reciprocity Accepted:</b>	No
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	Written National Exam
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	798
<b>Complaints Received:</b>	N/A
<b>Investigations:</b>	N/A
<b>Total Dispositions:</b>	N/A
<b>Administrative Dismissal:</b>	N/A
<b>Cease and Desist:</b>	N/A
<b>Complaint Dismissed with No Action Taken:</b>	N/A
<b>Consent Agreement/Public:</b>	N/A
<b>Dismissed (Licensee):</b>	N/A
<b>Letter of Caution:</b>	N/A
<b>Probation:</b>	N/A
<b>Public Reprimand:</b>	N/A
<b>Suspension:</b>	N/A
<b>Terms and Conditions:</b>	N/A
<b>Unresolved Discipline:</b>	N/A

## Board of Engineers and Surveyors

### Program Description:

The Board administers laws and regulations governing the practice of engineering and land surveying in the state. The Board's primary goals are to ensure that only properly qualified and competent engineers and land surveyors are licensed to practice; to promote technical competency and ethical standards consistent with the Rules of Professional Conduct applicable to engineers and land surveyors; and to appropriately discipline practitioners who are found guilty of violating laws governing engineering and land surveying.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11597 Columbia, SC 29211-1597
<b>Telephone:</b>	(803) 896-4422
<b>Fax:</b>	(803) 896-4427
<b>Website:</b>	www.llronline.com/POL/Engineers/
<b>Administrator</b>	Jan B. Simpson

	simpsonj@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1922
<b>S.C. Code of Laws:</b>	40-22, et. seq.
<b>Regulation:</b>	49, et. seq.
<b>Board Member Slots:</b>	8
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	5 Annually

### Licensure Information:

<b>Number of states and territories that license same profession:</b>	50 states, 5 territories
<b>Licensure Period:</b>	
<b>Engineering and Land Surveying</b>	Biennially 7/1 to 6/30
<b>Certificate of Authorization</b>	Biennially 4/1 to 3/31
<b>Endorsement Accepted:</b>	Reciprocity
<b>Licensee Population Trend:</b>	Increasing

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	25,124
<b>Engineering and Land Surveying</b>	22,024
<b>Certificate of Authorization</b>	3,100

### Complaint/Investigation Information

<b>Complaints Received:</b>	45
<b>Investigations:</b>	50
<b>Dispositions:</b>	32
<b>Complaint Dismissed with No Action Taken:</b>	1
<b>Consent Agreement/Public:</b>	26
<b>Order to Cease &amp; Desist :</b>	7
<b>Letter of Caution:</b>	12
<b>Public Reprimand:</b>	4

## Board of Environmental Certification

### Program Description:

The purpose of the Board is to license qualified individuals to protect the environment for the citizens of South Carolina. These licensees include operators of water treatment plants, water distribution systems, wastewater treatment plants, well drillers and bottled water machines. If necessary, the Board will discipline individuals who do not comply with requirements.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11409 Columbia, SC 29211-1409
<b>Telephone:</b>	(803) 896-4430
<b>Fax:</b>	(803) 896-4424
<b>Website:</b>	www.llronline.com/POL/Environmental/
<b>Administrator</b>	Lenora Addison-Miles milesl@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1966
<b>S.C. Code of Laws:</b>	40-23, et. seq.
<b>Regulation:</b>	51-1, et. seq.

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Board Member Slots:	9
How appointed:	By Governor
Board Meetings:	6 Annually
<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	50 states, 5 territories
Licensure Period:	Annually
Biological Wastewater Operator	
Bottled Water Operator	
Water Distribution Operator	
Physical/Chemical Wastewater Operator	
Well Driller	Biennial
Water Treatment Operator	
Endorsement Accepted:	Reciprocity
Licensee Population Trend:	Static
<b>Statistical Information FY 2010-2011</b>	
Licensee Category:	<b>Number of Licensees</b>
Total:	8,755
Biological Wastewater Operator	2,601
Bottled Water Operator	22
Water Distribution Operator	1,903
Physical/Chemical Wastewater Operator	1,773
Well Driller	590
Water Treatment Operator	1,866
<b>Complaint/Investigation Information</b>	
Complaints Received:	15
Investigations:	32
Dispositions:	22
Board Action:	3
Cease and Desist:	3
Complaint Dismissed with No Action:	3
Consent Agreement/Public:	2
Dismissed (Licensee) :	27
Dismissed (Unlicensed) :	2
Letter of Caution:	6
No Investigation:	1
Probation:	3
Revocation:	1
Unresolved Discipline:	2
Voluntary Surrender:	1

## Board of Forestry

### Program Description:

The Board registers those who are qualified by education and experience to perform professional forestry work for private landowners, wood using industries, state and federal agencies and other woodland owners. It receives complaints, conduct investigations and levies appropriate actions against those who violate the forestry laws.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg. PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4494
<b>Fax:</b>	(803) 896-4484
<b>Website:</b>	www.llronline.com/pol/forestry
<b>Administrator</b>	Lenora Addison-Miles milesl@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1961
<b>S.C. Code of Laws:</b>	48-27, et. seq.
<b>Regulation:</b>	53-1, et. seq.
<b>Board Member Slots:</b>	7
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	Quarterly

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	15 states, 0 jurisdictions
<b>Endorsement Accepted:</b>	Reciprocity
<b>Licensee Population Trend:</b>	Decreasing
<b>Licensing Period</b>	Biennial June 30

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	673

### Complaint/Investigation Information

<b>Complaints Received:</b>	2
<b>Investigations:</b>	1
<b>Dispositions:</b>	0
<b>Inspections:</b>	0

## Board of Funeral Service

### Program Description:

The Board of Funeral Service regulates standards for funeral service, including embalmers and funeral directors. The board issues funeral home permits and licenses, provides regular inspections for funeral homes, and keeps records of apprentices. The Board maintains a file of public complaints concerning licensees and the disposition of complaints.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-0379
<b>Fax:</b>	(803) 896-4484
<b>Website:</b>	www.llronline.com/pol/funeral
<b>Administrator</b>	Doris E. Cubitt

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	cubittd@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1955
<b>S.C. Code of Laws:</b>	40-19, et.seq.
<b>Regulation:</b>	57-01, et. seq.
<b>Board Member Slots:</b>	11
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	6 Annually
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	50 states, 0 jurisdictions
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Licensing Period</b>	Biennial June 30
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	2,193
<b>Funeral Director</b>	581
<b>Funeral Director and Embalmer</b>	999
<b>Funeral Establishments</b>	554
<b>Embalmer</b>	59
<b>Complaint/Investigation Information</b>	
<b>Complaints Received:</b>	38
<b>Investigations:</b>	61
<b>Inspections:</b>	398
<b>Dispositions:</b>	36
<b>Consent Agreement/Public</b>	1
<b>Dismissed (Licensee)</b>	20
<b>Dismissed (Unlicensed)</b>	0
<b>Letter of Caution</b>	4
<b>Revocation</b>	0

## Board of Registration for Geologist

### Program Description:

The Board administers and enforces South Carolina law governing the conduct of geologists. It evaluates qualification, receives complaints, provides discipline and supervises applicant examinations for licensure.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4494
<b>Fax:</b>	(803) 896-4484
<b>Website:</b>	www.llronline.com/pol/geologists
<b>Administrator</b>	Lenora Addison-Miles milesl@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1986
<b>S.C. Code of Laws:</b>	40-77, et. seq.

Regulation:	131-1. et.seq.
Board Member Slots:	5
How appointed:	By the Governor
Board Meetings:	Twice Annually
<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	31 states, 0 jurisdictions
Endorsement Accepted:	Both
Licensee Population Trend:	Decreasing
Licensing Period	Biennial June 30

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Total:	586
Professional Geologist	571
Geologist In Training	15

### Complaint/Investigation Information

Complaints Received:	0
Investigations:	3
Inspections:	0
Dispositions:	3

## Board of Landscape Architectural Examiners

### Program Description:

The Board's mission is to safeguard the health, safety and welfare of the citizens of South Carolina by registering and regulating landscape architects to ensure competent practitioners in the profession. The Board establishes standards of conduct, investigates complaints, and engages in disciplinary action when necessary.

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 201 P.O. Box 11419 Columbia, SC 29211-1419
Telephone:	(803) 896-4408
Fax:	(803) 896-4427
Web site:	www.llr.state.sc.us/POL/landscapearchitect/
Administrator	Jan B. Simpson simpsonj@llr.sc.gov
Assistant Deputy Director:	Charlie Ido
Board Established:	1975
S.C. Code of Laws:	40-28, et. seq.
Regulation:	76-1 et. seq. (proposed)
Board Member Slots:	7
How appointed:	By Governor
Board Meetings:	4 Annually

### Licensure Information:

Number of states and territories that license same profession:	50 states, 1 territory
Licensure Period:	
Individual	Biennially 2/1 – 1/31
Firms	Biennially 2/1 to 1/31
Endorsement Accepted:	Reciprocity
Licensee Population Trend:	Steady

<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
	722
<b>Individual</b>	613
<b>Firm</b>	109
<b>Complaint/Investigation Information</b>	
<b>Complaints Received:</b>	1
<b>Investigations:</b>	0
<b>Dispositions:</b>	0
<b>Admin Fine/Monetary Penalty &amp; Another Action:</b>	0
<b>Consent Agreement/Public:</b>	0
<b>Dismissed (Licensee) :</b>	0
<b>Indefinite Suspension:</b>	0
<b>Letter of Caution:</b>	0
<b>Voluntary Surrender:</b>	0

## Board of Long Term Health Care Administrators

### Program Description:

To develop and enforce standards for individuals who practice as nursing home administrators and community residential care facility administrators. The board licenses qualifies individuals oversees continuing education for the profession , offers and administrator-in-training program, investigates complaints and takes disciplinary action when required.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg. PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4544
<b>Fax:</b>	(803) 896-4596
<b>Website:</b>	www.llronline.com/pol/longtermhealthcare
<b>Administrator</b>	Lee Ann F. Bundrick bundricl@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1971
<b>S.C. Code of Laws:</b>	40-35, et. sq.
<b>Regulation:</b>	93-10, et. seq.
<b>Board Member Slots:</b>	10
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	Quarterly

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 states, 0 jurisdictions
<b>Endorsement Accepted:</b>	Passing score on Natl. Exam
<b>Licensee Population Trend:</b>	Static
<b>Licensing Period</b>	Annually 6/30

## Statistical Information FY 2010-2011

<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	1,034
<b>Community Residential Care Facility Administrator (CRCFA)</b>	543

Dual (NHA + CRCFA)	170
Nursing Home administrators (NHA)	321
<b>Complaint/Investigation Information</b>	
Complaints Received:	40
Investigations:	75
Inspections:	0
Dispositions:	38
Administrative Dismissal:	0
Consent Agreement/Public:	2
Definite Suspension:	3
Dismissed (Licensee) :	16
Final Order:	1
Letter of Caution:	11
No Investigation:	1
Probation:	0
Relinquished License:	1
Revocation:	1
Voluntary Surrender:	2

## Board of Manufactured Housing

### Program Description:

The Board enforces and coordinates federal and state laws governing the manufactured housing (mobile home) industry. The Board licenses manufacturers, retail dealerships, sales persons, contractors, installers and repair persons. The Board investigates consumer complaints against licensees. The Board is the administrative agency for the U.S. Department of Housing and Urban Development and is required to investigate and enforce federal manufactured housing construction and safety standards.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4682
<b>Fax:</b>	(803) 896-4814
<b>Website:</b>	www.llronline.com/POL/ManufacturedHousing
<b>Administrator</b>	Michael Anderson andersonm@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1976
<b>S.C. Code of Laws:</b>	40-29, et. seq.
<b>Regulation:</b>	79, et. seq
<b>Board Member Slots:</b>	10 members and 1 ex-officio member
<b>How appointed:</b>	By Governor
<b>Board Meetings:</b>	Bi-monthly
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	22 states, jurisdictions
<b>Licensure Period:</b>	Biennially
<b>Endorsement Accepted:</b>	No
<b>Licensee Population Trend:</b>	Decreasing

## Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	777
<b>Manufactured Housing Contractor:</b>	169
<b>Retail Dealer:</b>	194
<b>Manufacturer:</b>	36
<b>Manufactured Housing Installer:</b>	30
<b>Manufactured Housing Repairer:</b>	4
<b>Multi-Lot Salesperson/ Retail Salesperson:</b>	344

## Complaint/Investigation Information

<b>Complaints Received:</b>	64
<b>Investigations:</b>	54
<b>Dispositions:</b>	1
<b>Citations:</b>	2
<b>Complaint Dismissed with NO Action Taken:</b>	43
<b>Dismissed (Licensee):</b>	43
<b>Dismissed (Unlicensed) :</b>	2
<b>Order:</b>	3
<b>Order/Bond Claim:</b>	1
<b>Unresolved Discipline:</b>	0

## Massage / Bodywork Panel

### Program Description:

Administrative licensure is provided for qualified massage / bodywork therapists. This is LLR's first administrative licensure program with an appointed advisory panel to develop standards and regulations and a separate disciplinary panel to review and determine appropriate actions for those who may be in violation of the law.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4490
<b>Fax:</b>	(803) 896-4484
<b>Website:</b>	www.llronline.com/pol/massagetherapy/
<b>Administrator</b>	Eddie L. Jones jonesl@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1997
<b>S.C. Code of Laws:</b>	40-30, et. seq.
<b>Regulation:</b>	77-100. et. seq.
<b>Board Member Slots:</b>	5
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	At the Call of LLR

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	17 states, 0 jurisdictions
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing

Licensing Period:	Biennially 6/30
<b>Statistical Information FY 2010-2011</b>	
Licensee Category:	<b>Number of Licensees</b>
Total:	3,781
<b>Complaint/Investigation Information</b>	
Complaints Received:	11
Investigations:	29
Inspections:	0
Dispositions:	18
Cease and Desist:	0
Dismissed (Licensee):	0
Dismissed (Unlicensed):	0
Letter of Caution:	0
Revocation/Permanent:	0
Unresolved Discipline:	0

## Board of Medical Examiners

### Program Description:

The primary mission of the Board is to protect the public and to fulfill two major functions: (1) Licensing physicians, physician assistants, respiratory care practitioners, anesthesiologist's assistants, acupuncturists and CIS; and (2) Investigating and disciplining licensees found to be engaged in misconduct as defined in the Medical Practice Act, the Physician Assistant Practice Act, the Respiratory Care Practice Act and the Anesthesiologist's Assistant Practice Act. This includes illegal, unethical or incompetent conduct.

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11289 Columbia, SC 29211-1289
Telephone:	(803) 896-4500
Fax:	(803) 896-4515
Website:	www.llronline.com/POL/Medical/
Administrator	Bruce Duke dukeb@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1920
S.C. Code of Laws:	40-47-10 et. seq.
Regulation:	81-10 et.seq.
Board Member Slots:	12
How appointed:	8 elected members with advice and consent of Governor and Senate 4 Governor-appointed members with advice and consent of Senate
Board Meetings:	Quarterly
<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	50 states, 11 jurisdictions
Physician:	Biennially 7/1-6/30
Physician Assistant:	Biennially 1/1-12/31
Respiratory Care Practitioner:	Biennially 3/1-2/28
Anesthesiologist Assistant:	Biennially 1/1-12/31
Endorsement Accepted:	No
Licensee Population Trend:	Increasing

## Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	20,077
Physician	16,277
Physician Assistant (Board administers jurisprudence)	845
Respiratory Care Practitioner	2,574
Acupuncturists	124
Anesthesiologist Assistant	17
CIS	0
Polysomnography Technologists	152
Volunteer Limited License	99

## Complaint/Investigation Information

<b>Complaints Received:</b>	378
<b>Investigations:</b>	501
<b>Total Dispositions:</b>	201
<b>Administrative Dismissal:</b>	27
<b>Consent Agreement/Private:</b>	1
<b>Definite Suspension/Stayed:</b>	4
<b>Dismissed:</b>	76
<b>Dismissed (Unlicensed):</b>	0
<b>Indefinite Suspension:</b>	2
<b>Indefinite Suspension/Stayed:</b>	3
<b>Letter of Caution:</b>	27
<b>No Investigation:</b>	10
<b>No Issue Found:</b>	0
<b>Private Reprimand:</b>	16
<b>Probation:</b>	1
<b>Public Reprimand:</b>	12
<b>Relinquish License:</b>	5
<b>Revocation:</b>	0
<b>Unresolved Discipline:</b>	1
<b>Unresolved Investigation:</b>	3

## Board of Nursing

### Program Description:

The purpose of the Board is to assure the safe and effective practice of nursing in South Carolina. The Board licenses qualified individuals as registered nurses or licensed practical nurses. Complaints are investigated and disciplinary action is taken whenever necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 12367 Columbia, SC 29211-2367
<b>Telephone:</b>	(803) 896-4550
<b>Fax:</b>	(803) 896-4525
<b>Website:</b>	<a href="http://www.llronline.com/POL/Nursing/">www.llronline.com/POL/Nursing/</a>

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Administrator	Nancy Murphy Nancy.murphy@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1935
S.C. Code of Laws:	40-33-10, et. seq.
Regulation:	91-10, et. seq.
Board Member Slots:	10
How appointed:	By the Governor with advice and consent of the S.C. State Senate
Board Meetings:	Every 2 months
<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	50 states, 11 jurisdictions
Licensure Period:	Biennially 5/1-4/30
Endorsement Accepted:	Yes
Licensee Population Trend:	Increasing
Type of Exam:	National Exam privatized
<b>Statistical Information FY 2010-2011</b>	
Licensee Category:	<b>Number of Licensees</b>
Total:	66,464
Licensed Practical Nurse (LPN)	11,865
Registered Nurse (RN)	50,920
Advanced Practice Registered Nurse (APRN)	3,669
<b>Complaint/Investigation Information</b>	
Complaints Received:	494
Investigations:	833
Total Dispositions:	345
Administrative Dismissal:	22
Civil Penalty and Reprimand:	1
Complaint Dismissed with No Action Taken:	3
Consent Agreement/Private:	3
Dismissed (Licensee):	57
Dismissed (Unlicensed):	0
Final Order:	8
Indefinite Suspension:	5
Indefinite Suspension/Stayed:	1
Letter of Caution:	14
No Jurisdiction:	1
Private Reprimand:	30
Probation:	33
Public Reprimand:	77
Reinstatement:	1
Relinquish License:	1
Revocation:	0
Suspend Eligibility of Licensure:	1

Suspension:	2
Terms and Conditions:	24
Unresolved Discipline:	29
Voluntary Surrender:	27
Final Order:	8
Indefinite Suspension:	5

## Board of Occupational Therapy

### Program Description:

The Board examines and issues licenses to qualified occupational therapists and their assistants. The Board also investigates complaints involving therapists and disciplines practitioners when necessary.

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
Telephone:	(803) 896-4683
Fax:	(803) 896-4719
Website:	www.llronline.com/POL/OccupationalTherapy
Administrator	Kate K. Cox coxk@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1977
S.C. Code of Laws:	40-36-10, et. seq.
Regulation:	94-1, et. seq.
Board Member Slots:	7
How appointed:	By the Governor with advice and consent of the S.C. Senate
Board Meetings:	Quarterly

### Licensure Information:

Number of states and jurisdictions that license same profession:	50 States
Licensure Period:	Biennially 3/16-3/15
Endorsement Accepted:	Endorsement
Licensee Population Trend:	Increasing
Type of Exam:	National exam

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Total:	2,166
Occupational Therapist	1,438
Occupational Therapy Assistants	678

### Complaint/Investigation Information

Complaints Received:	6
Investigations:	9
Total Dispositions:	2
Administrative Dismissal:	0
Dismissed:	1
Suspension:	0

## Board of Examiners in Opticianry

### Program Description:

The mission of the Board is to protect the health and safety of the public by regulating the practice of opticianry in South Carolina. The Board requires passage of a practical examination for all opticianry candidates, licenses qualified opticians and contact lens dispensers, registers apprentices, and disciplines opticians and apprentices if necessary. Licensees and apprentices are required to attend continuing education classes.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4681
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Opticians/
<b>Administrator</b>	Angie Combs combsa@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1978
<b>S.C. Code of Laws:</b>	40-38-5, et. seq.
<b>Regulation:</b>	96-101, et. seq.
<b>Board Member Slots:</b>	7
<b>How appointed:</b>	Peer nominations, election, approved by Gov.
<b>Board Meetings:</b>	Quarterly

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	22 States
<b>Licensure Period:</b>	Biennial
<b>Endorsement Accepted:</b>	No
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National Board Exam and South Carolina Practical Exam

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	521
<b>Opticians</b>	246
<b>Contact Lens Dispensers</b>	231
<b>Registered Apprentices</b>	92

### Complaint/Investigation Information

<b>Complaints Received:</b>	3
<b>Investigations:</b>	5
<b>Total Dispositions:</b>	4
<b>Administrative Dismissal:</b>	2
<b>Dismissed (Licensee):</b>	2

## Board of Examiners in Optometry

### Program Description:

The mission of the Board is to protect the health and safety of the public by regulating the practice of optometry in South Carolina. The Board licenses qualified optometrists and disciplines if necessary. Policies are developed to assist licensees in providing quality vision care to the public. Licensees are required to attend continuing education classes.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 P.O. Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4679
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Optometry/
<b>Administrator</b>	Angie Combs combsa@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1917
<b>S.C. Code of Laws:</b>	40-37-5, et. seq.
<b>Regulation:</b>	95-1, et. seq.
<b>Board Member Slots:</b>	7
<b>How appointed:</b>	Peer nominations, election, approved by Governor
<b>Board Meetings:</b>	Quarterly
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennial
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National Board Exam; Jurisprudence Exam
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	
<b>Optometrists: TPA</b>	762
<b>Complaint/Investigation Information</b>	
<b>Complaints Received:</b>	24
<b>Investigations:</b>	27
<b>Total Dispositions:</b>	14
<b>Administrative Dismissal:</b>	1
<b>Dismissed (Licensee):</b>	8
<b>Letter of Caution:</b>	1
<b>Public Reprimand:</b>	1
<b>Cease and Desist:</b>	3

## Board of Pharmacy

### Program Description:

The Board protects the health and safety of the public by: Enforcing laws and regulations governing pharmacies; Performing routine biennial inspections of drug outlets and pharmacies; Issuing licenses to pharmacists, permits to drug outlets and pharmacies, registrations to technicians and certifications of pharmacy technicians and pharmacy interns, administering the reciprocity process to qualified pharmacists from other states; Receiving and investigating complaints; Conducting administrative hearings against pharmacists, permit holders, technicians and interns; Developing laws and regulations necessary in the regulation of the pharmacy profession.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg P.O. Box 11927 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4700
<b>Fax:</b>	(803) 896-4596
<b>Website:</b>	www.llronline.com/pol/pharmacy
<b>Administrator</b>	Lee Ann F. Bundrick, R.Ph bundricl@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1876
<b>S.C. Code of Laws:</b>	40-43, et. seq.
<b>Regulation:</b>	99-15, 99-43 et.seq
<b>Board Member Slots:</b>	8
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	5 Annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 states, 0 jurisdictions
<b>Endorsement/Reciprocity Accepted:</b>	Reciprocity
<b>Licensee Population Trend:</b>	Increasing
<b>Licensing Period:</b>	Biennially
<b>Pharmacist</b>	5/1-4/30
<b>Permits</b>	7/1-6/30
<b>Technician Registration</b>	7/1-6/30
<b>Number of states and jurisdictions that license same profession:</b>	50 states, 0 jurisdictions
<b>Endorsement/Reciprocity Accepted:</b>	Reciprocity
<b>Licensee Population Trend:</b>	Increasing

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	23,354
<b>Pharmacist</b>	7,371
<b>Pharmacist Assistant</b>	1
<b>Pharmacy Technician</b>	10,357
<b>Pharmacy Intern</b>	1,850
<b>Pharmacy</b>	3,572

### Complaint/Investigation Information

<b>Complaints Received:</b>	116
<b>Investigations:</b>	225
<b>Inspections:</b>	1,441
<b>Dispositions:</b>	94
<b>Administrative Dismissal:</b>	4
<b>Board Action:</b>	0

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<b>Complaint Dismissed with No Action</b>	0
<b>Consent Agreement/Private:</b>	1
<b>Consent Agreement/Public:</b>	8
<b>Definite Suspension/Stayed:</b>	1
<b>Dismissed (Licensee) :</b>	18
<b>Final Order:</b>	0
<b>Letter of Caution:</b>	11
<b>No Investigation:</b>	0
<b>Probation:</b>	12
<b>Public Reprimand:</b>	2
<b>Relinquish License:</b>	22
<b>Stay of Suspension:</b>	1
<b>Suspension:</b>	4
<b>Unresolved Discipline:</b>	3

## Board of Physical Therapy

### Program Description:

The Board administers, coordinates and enforces regulations relating to physical therapy in South Carolina. This involves the registration of all physical therapists and physical therapist assistants. The Board evaluates qualifications of applicants and investigates persons engaged in the practice of physical therapy in order to protect the public from unauthorized and unqualified practitioners.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4665
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/PhysicalTherapy/
<b>Administrator</b>	Veronica Reynolds reynoldsv@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido ldoc@llr.sc.gov
<b>Board Established:</b>	1952
<b>S.C. Code of Laws:</b>	40-45-10, et. seq.
<b>Regulation:</b>	101-1, et. seq.
<b>Board Member Slots:</b>	9
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	Quarterly
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennial 1/1-12/31
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	4,355

Physical Therapist	2,855
Physical Therapist Provisional	3
Physical Therapist Assistant	1,498
Physical Therapist Assistant Provisional	2
<b>Complaint/Investigation Information</b>	
Complaints Received:	16
Investigations:	15
Total Dispositions:	11
Admin Fine/Monetary Penalty & Another Action:	8
Administrative Closure/Dismissal:	1
No Issue Found:	1
Terms and Conditions:	1
Unresolved Discipline:	0

## Pilotage Commission

### Program Description:

No licenses are issued through LLR. The Commission licenses qualified harbor pilots for the ports of Charleston, Port Royal, Georgetown and/or Little River. The Commission approves all applicants and places them into the apprenticeship program for training and qualification for licensure. The Commission takes appropriate disciplinary action when necessary.

Mailing Address:	110 Centerview Drive, Kingstree Bldg PO Box 11329 Columbia, SC 29211-1329
Telephone:	(803)896-4598
Fax:	(803)896-44719
Website:	www.llronline.com/pol/pilotage
Administrator	Kate Cox coxk@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1872
S.C. Code of Laws:	54-15, et.seq.
Regulation:	136-01, et.seq.
Board Member Slots:	14
How appointed:	13 by the governor 3 ex-officio
Board Meetings:	Monthly

### Licensure Information:

Number of states and jurisdictions that license same profession:	26 states, 0 jurisdictions
Endorsement Accepted:	Neither
Licensee Population Trend:	N/A
Licensing Period:	N/A

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Total:	20

### Complaint/Investigation Information

Complaints Received:	0
Investigations:	1

<b>Inspections:</b>	0
<b>Dispositions:</b>	1
<b>Dismissed (Licensee) :</b>	0

## Board of Podiatry

### Program Description:

This Board issues licenses to qualified practitioners in podiatric medicine who have received proper training and education in the field. The Board investigates consumer complaints and provides discipline if necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11289 Columbia, SC 29211-1289
<b>Telephone:</b>	(803) 896-4685
<b>Fax:</b>	(803) 896-4515
<b>Website:</b>	www.llronline.com/POL/Podiatry/
<b>Administrator</b>	Bruce Duke dukeb@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1935
<b>S.C. Code of Laws:</b>	40-51-10, et. seq.
<b>Regulation:</b>	134-10, et. seq.
<b>Board Member Slots:</b>	5
<b>How appointed:</b>	Congressional district election, candidates are then confirmed by the Governor with advice and consent of S.C. Senate
<b>Board Meetings:</b>	Semi-annual

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennial 1/1-12/31
<b>Endorsement Accepted:</b>	No
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National exam and Board-administered practical exam; PMLEXIS exam

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	180

### Complaint/Investigation Information

<b>Complaints Received:</b>	7
<b>Investigations:</b>	7
<b>Total Dispositions:</b>	7

## Board of Examiners for Licensure of Professional Counselors, Marriage and Family Therapists, and Psycho-Educational Specialists

### Program Description:

The Board maintains quality counseling and therapeutic services in South Carolina by licensing qualified professionals. The Board provides examinations and licenses for professional counselors, marriage and family therapists, and psycho-educational specialists who have received appropriate education, experience, and have passed the required examination. The Board investigates complaints and disciplines when necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4658
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Counselors/
<b>Administrator</b>	Kate K. Cox coxk@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1985
<b>S.C. Code of Laws:</b>	40-75-10, et. seq.
<b>Regulation:</b>	36-10, et. seq.
<b>Board Member Slots:</b>	9
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	Quarterly

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennially 9/1-8/31
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National Exam

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	2,738
Licensed Professional Counselor (LPC)	1,746
Licensed Professional Counselor – Intern (LPC-I):	291
Licensed Marriage & Family Therapist (LMFT)	231
Licensed Marriage & Family Therapist - Interns (LMFT-I)	25
Licensed Professional Counselor – Supervisor (LPC-S)	244
Licensed Marriage & Family Therapist – Supervisor (LMFT-S)	35
Licensed Professional Educational Specialist (LPES)	166

### Complaint/Investigation Information

<b>Complaints Received:</b>	18
<b>Investigations:</b>	26
<b>Total Dispositions:</b>	16
<b>Administrative Dismissal:</b>	2
<b>Cease and Desist:</b>	3
<b>Consent Agreement/Public:</b>	2
<b>Definite Suspension:</b>	1

Dismissed (Licensee):	0
Indefinite Suspension:	0
Letter of Caution:	5
No Jurisdiction:	1
Relinquish License:	0
Unresolved Discipline:	2

## Board of Psychology

### Program Description:

The Board regulates practitioners of psychology, accepts applications and conducts examinations for candidates to practice psychology in South Carolina. The Board has adopted a code of ethics governing licensed psychologists. The Board investigates complaints and provides discipline.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4664
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Psychology/
<b>Administrator</b>	Patricia F. Glenn glennp@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1968
<b>S.C. Code of Laws:</b>	40-55-10, et. seq.
<b>Regulation:</b>	Chapter 100
<b>Board Member Slots:</b>	8
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	At least 5 meetings annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennially 12/1-11/30
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	Written Exam- National Exam Oral Exam - Board Administers

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	699

### Complaint/Investigation Information

<b>Complaints Received:</b>	21
<b>Investigations:</b>	30
<b>Total Dispositions:</b>	13
<b>Dismissed (Licensee):</b>	1
<b>Letter of Caution:</b>	3
<b>No Jurisdiction</b>	0

Private Reprimand:	1
Cease & Desist:	5
Consent Agreement/Public:	2
Probation:	1

## Real Estate Appraisers Board

### Program Description:

The Board establishes qualifications for appraiser certification and licensure, administers examinations, investigates complaints, provides discipline, and regulates all other matters pertaining to the conduct and activities of real estate appraisers.

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11847 Columbia, SC 29211-1847
Telephone:	(803) 896-4400
Fax:	(803) 896-4404
Website:	www.llronline.com/POL/RealEstateAppraiser
Administrator	John R. Pitts pittsj@llr.sc.gov
Assistant Deputy Director:	Charles Ido
Board Established:	1991
S.C. Code of Laws:	40-60, et. seq.
Regulation:	137, et. seq.
Board Member Slots:	7
How appointed:	By the Governor
Board Meetings:	Quarterly
<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	50 states, jurisdictions
Licensure Period:	
Real Estate Appraisers Licenses	Biennial
Endorsement Accepted:	Endorsement
Licensee Population Trend:	Decreasing
<b>Statistical Information FY 2010-2011</b>	
Licensee Category:	<b>Number of Licensees</b>
Total:	2,584
Apprentice Appraiser	169
Certified General Appraiser	878
Certified General Mass Appraiser	29
Certified Residential Appraiser	1,109
Certified Residential Mass Appraiser	68
Licensed Appraiser	268
Licensed Mass Appraiser	65
Temporary Permit	246
<b>Complaint/Investigation Information</b>	
Complaints Received:	56
Investigations:	114
Dispositions:	76
Complaint Dismissed/NO Action Taken:	3

Consent Agreement/Public:	7
Dismissed (Licensee) :	29
Indefinite Suspension:	2
Letter of Caution:	9
No Investigation:	0
Probation:	1
Public Reprimand:	6
Relinquish License:	7
Revocation:	3
Unresolved Discipline:	3

## Real Estate Commission

### Program Description:

As a regulatory office, the Commission establishes qualifications for licensure to practice real estate, ensures licensee compliance, disciplines licensees for violations of the law, and recommends legislation, which protects the public without stifling innovation and growth within the real estate industry.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 PO Box 11847 Columbia, SC 29211-1847
<b>Telephone:</b>	(803) 896-4400
<b>Fax:</b>	(803) 896-4404
<b>Website:</b>	www.llronline.com/POL/RealEstateCommission
<b>Administrator</b>	John R. Pitts pittsj@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1956
<b>S.C. Code of Laws:</b>	40-57, et. seq.
<b>Regulation:</b>	105, et. seq.
<b>Board Member Slots:</b>	9
<b>How appointed:</b>	House and Senate members elect one person from each congressional district; Governor appoints two public members; Commission elects one at-large member.
<b>Board Meetings:</b>	6 Annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 states, jurisdictions
<b>Real Estate Licensure Period:</b>	Biennially, June
<b>Endorsement Accepted:</b>	Reciprocity
<b>Endorsement or Reciprocity Accepted: (GA, NC, KY &amp; W Va):</b>	
<b>Other states must take S.C. licensing exam.</b>	
<b>(The Commission renews every biennial.)</b>	
<b>Licensee Population Trend:</b>	Decreasing

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	41,929
<b>Broker</b>	5,217
<b>Broker In Charge</b>	7,568
<b>Property Manager In charge</b>	1009

Property Manager	1194
Salesman	18,348
Salesman (Provisional)	644
Inactive Broker	1,662
Inactive Property Manager	415
Inactive Salesman	5,819
Timeshare Registrant	53
<b>Complaint/Investigation Information</b>	
Complaints Received:	524
Investigations:	481
Dispositions:	284
Complaint Dismissed and No Action Taken:	11
Consent Agreement/Public:	8
Corrective Action/Dismissed:	41
Dismissed :	155
Indefinite Suspension/Stayed:	1
Letter of Caution:	14
No Issue Found:	4
No Jurisdiction:	8
Public Reprimand:	2
Revocation:	4
Suspension:	1
Unresolved Discipline:	9
Voluntary Surrender:	16

## Residential Builders Commission

### Program Description:

The Commission licenses all residential builders and registers all specialty contractors in residential construction doing business in the state. Additionally, the Commission receives and investigates complaints from homeowners who are having problems with builders or specialty contractors.

<b>Mailing Address:</b>	110 Centerview Drive, Kingtree Bldg., Suite 201 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4696
<b>Fax:</b>	(803) 896-4814
<b>Website:</b>	www.llronline.com/POL/ResidentialBuilders
<b>Administrator</b>	Janet Baumberger janet.baumberger@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1974
<b>S.C. Code of Laws:</b>	40-59, et. seq.
<b>Regulation:</b>	106, et. seq.
<b>Board Member Slots:</b>	7
<b>How appointed:</b>	By the Governor
<b>Board Meetings:</b>	Monthly

<b>Licensure Information:</b>	
Number of states and jurisdictions that license same profession:	5 states, jurisdictions
Licensure Period:	Biennially
Endorsement Accepted:	Reciprocity
Licensee Population Trend:	Increasing
<b>Statistical Information FY 2010-2011</b>	
Licensee Category:	<b>Number of Licensees</b>
<b>Total:</b>	29,050
Home Builders	8,949
COA Certificate of Authorization	112
Electrical	2,245
HVAC Heating and Air	1,061
Home Builders Inspector	1,096
Plumbing	1,539
Specialty	14,048
<b>Complaint/Investigation Information</b>	
Complaints Received:	826
Investigations:	619
Dispositions:	733
Administrative Dismissal:	10
Cease and Desist:	111
Citation:	151
Civil Penalty:	9
Civil Penalty and Probation:	5
Civil Penalty and Reprimand:	14
Complaint Dismissed with No Action Taken:	46
Consent Agreement/Public:	19
Corrective Action/Dismissed:	4
Dismissed (Licensee) :	166
Dismissed (Unlicensed):	4
Do not Renew Cease and Desist Order:	17
Indefinite Suspension:	5
Indefinite Suspension/Stayed:	1
Letter of Caution:	15
Orders:	102
Probation:	3
Public Reprimand:	6
Revocation:	6
Suspension:	3
Unresolved Discipline:	34
Voluntary Surrender:	11

## Board of Social Work Examiners

### Program Description:

The Board reviews applicant credentials and licenses social workers that practice in the state. The Board currently licenses five levels of social workers (Per Chapter 55, LISWs are phased out in March 2006. They are specializing in clinical or advanced scope of practice). The Board investigates complaints against licensees and disciplines licensees when it is determined to be necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4665
<b>Fax:</b>	(803) 896-4687
<b>Website:</b>	www.llronline.com/POL/SocialWorkers/
<b>Administrator</b>	Patricia F. Glenn glennp@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido
<b>Board Established:</b>	1968
<b>S.C. Code of Laws:</b>	40-63-5, et. seq.
<b>Regulation:</b>	Chapter 110
<b>Board Member Slots:</b>	7
<b>How appointed:</b>	By the Governor with S.C. Senate confirmation
<b>Board Meetings:</b>	At least 5 annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennially 1/1-12/31
<b>Endorsement Accepted:</b>	Reciprocity
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National Written Exam

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
<b>Total:</b>	4,165
Licensed Baccalaureate Social Worker (LBSW)	933
Licensed Masters Social Worker (LMSW)	1,994
Licensed Independent Social Worker – Clinical Practice (LISW-CP)	1,132
Licensed Independent Social Worker – Advanced Practice (LISW-AP)	27
Licensed Independent Social Worker - CP & AP (Dual)	79

### Complaint/Investigation Information

<b>Complaints Received:</b>	19
<b>Investigations:</b>	27
<b>Total Dispositions:</b>	13
<b>Administrative Dismissal:</b>	1
<b>Cease and Desist:</b>	2
<b>Dismissed (Licensee):</b>	7
<b>Letter of Caution:</b>	1
<b>Probation:</b>	1
<b>Consent Agreement/Public:</b>	0
<b>Revocation:</b>	2

## Soil Classifiers Advisory Council

### Program Description:

The Council's mission is to safeguard the health, safety and welfare of the citizens of South Carolina by registering and regulating soil classifiers to ensure competent practitioners in the profession. The Council establishes standards of conduct, investigates complaints, and engages in disciplinary action when necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 201 P.O. Box 11419 Columbia, SC 29211-1419
<b>Telephone:</b>	(803) 896-4408
<b>Fax:</b>	(803) 896-4427
<b>Web site:</b>	<a href="http://www.llr.state.sc.us/POL/soil/">www.llr.state.sc.us/POL/soil/</a>
<b>Administrator</b>	Jan B. Simpson simpsonj@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charlie Ido
<b>Council Established:</b>	1976
<b>S.C. Code of Laws:</b>	40-65, et. seq.
<b>Regulation:</b>	108-1 et. seq. (proposed)
<b>Council Member Slots:</b>	5
<b>How appointed:</b>	By Agency
<b>Board Meetings:</b>	2 Annually

### Licensure Information:

<b>Number of states and territories that license same profession:</b>	35 states
<b>Licensure Period:</b>	
<b>Individual</b>	Biennially 2/1 – 1/31
<b>Firms</b>	No firm licensure for soil classifiers
<b>Endorsement Accepted:</b>	Comity
<b>Licensee Population Trend:</b>	Steady

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Individual	49

### Complaint/Investigation Information

<b>Complaints Received:</b>	1
<b>Investigations:</b>	0
<b>Dispositions:</b>	0
<b>Admin Fine/Monetary Penalty &amp; Another Action:</b>	0
<b>Consent Agreement/Public:</b>	0
<b>Dismissed (Licensee) :</b>	0
<b>Indefinite Suspension:</b>	0
<b>Letter of Caution:</b>	0
<b>Voluntary Surrender:</b>	0

## Board of Speech-Language Pathology and Audiology

### Program Description:

This Board's primary responsibility is to protect the public through the regulation of professionals who practice Speech-Language Pathology or Audiology. The Board investigates complaints and disciplines when necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 PO Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4665
<b>Fax:</b>	(803) 896-4719
<b>Website:</b>	www.llronline.com/POL/Speech/
<b>Administrator</b>	Veronica Reynolds reynoldsv@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charlie Ido idoc@llr.sc.gov
<b>Board Established:</b>	1974
<b>S.C. Code of Laws:</b>	40-67-5, et. seq.
<b>Regulation:</b>	115-1, et. seq.
<b>Board Member Slots:</b>	5
<b>How appointed:</b>	By the Governor with advice and consent of the S.C. Senate
<b>Board Meetings:</b>	Quarterly
<b>Licensure Information:</b>	
<b>Number of states and jurisdictions that license same profession:</b>	48 States
<b>Licensure Period:</b>	Biennially 4/1-3/31
<b>Endorsement Accepted:</b>	Endorsement
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National
<b>Statistical Information FY 2010-2011</b>	
<b>Licensee Category:</b>	<b>Number of Licensees</b>
<b>Total:</b>	2,012
<b>Speech-Language Pathologist</b>	1,736
<b>Speech-Language Pathologist – Intern</b>	33
<b>Speech-Language Pathologist – Assistant</b>	43
<b>Audiologist</b>	200
<b>Complaint/Investigation Information</b>	
<b>Complaints Received:</b>	6
<b>Investigations:</b>	6
<b>Total Dispositions:</b>	4
<b>Dismissed (Licensee):</b>	2
<b>Letter of Caution:</b>	0
<b>No Issue Found:</b>	1

## Board of Veterinary Examiners

### Program Description:

The Board of Veterinary Examiners aims to protect citizens by ensuring that only qualified and competent veterinary practitioners and animal health technicians operate in South Carolina. The Board establishes requirements for practitioners and enforces those requirements. The Board investigates complaints and disciplines when necessary.

<b>Mailing Address:</b>	110 Centerview Drive, Kingstree Bldg., Suite 202 P.O. Box 11329 Columbia, SC 29211-1329
<b>Telephone:</b>	(803) 896-4665
<b>Fax:</b>	(803) 896-4719
<b>Web site:</b>	www.llr.state.sc.us/POL/Veterinary/
<b>Administrator</b>	Kate K. Cox coxk@llr.sc.gov
<b>Assistant Deputy Director:</b>	Charles Ido idoc@llr.sc.gov
<b>Board Established:</b>	1920
<b>S.C. Code of Laws:</b>	40-69-10, et. seq.
<b>Regulation:</b>	120-10, et. seq.
<b>Board Member Slots:</b>	8
<b>How appointed:</b>	Election by district; Top two candidates submitted to Governor
<b>Board Meetings:</b>	4 Annually

### Licensure Information:

<b>Number of states and jurisdictions that license same profession:</b>	50 States
<b>Licensure Period:</b>	Biennially 1/1-12/31
<b>Endorsement Accepted:</b>	Yes
<b>Licensee Population Trend:</b>	Increasing
<b>Type of Exam:</b>	National exam and Board exam on S.C. rules and regulations

### Statistical Information FY 2010-2011

Licensee Category:	Number of Licensees
Veterinarian	1,744
Animal Health Technician	1,489
	235

### Complaint/Investigation Information

<b>Complaints Received:</b>	39
<b>Investigations:</b>	66
<b>Total Dispositions:</b>	35
<b>Administrative Dismissal:</b>	1
<b>Cease and Desist</b>	1
<b>Complaint Dismissed with NO Action Taken:</b>	2
<b>Consent Agreement/Public:</b>	1
<b>Dismissed (Licensee):</b>	24
<b>Final Order:</b>	
<b>Letter Of Caution:</b>	6
<b>Probation:</b>	

## Office of Investigations and Enforcement (OIE)

110 Centerview Drive  
P.O. Box 11329  
Columbia, S.C. 29211-1329  
(803) 896-4485

Deputy Director

Rion Alvey

Assistant Deputy Director  
Assistant Deputy Director

Mark Dorman  
Ron Cook

The Office of Investigations and Enforcement (OIE) has the responsibility to investigate all complaints received within the Division of Professional and Occupational Licensing Boards (POL) to include the Office of Wages and Child Labor; and to enforce Board orders. OIE was created to allow for better utilization, training and efficiency of the investigative staff.

### Statistical Information FY 2010-2011

**Complaints Received:** 4764  
**Investigations:** 4579

Specific information about complaints and investigations can be found in each Board report.

## Office of Wages and Child Labor

Assistant Deputy Director

Mark Dorman

### Program Description:

The Office of Wages and Child Labor enforces the South Carolina Labor Laws regarding Payment of Wages and Child Labor. In 1986, the office was given new responsibilities and authority by passage of Act 380, a complete revision of the Payment of Wages Law. This Act requires employers to give written notice to employees of certain key terms and conditions of its wages, to pay according to this notice, and to keep records of the payments. LLR is authorized to make inspections, issue warnings and citations, and assess civil penalties for violations of the Act.

In 1989, the office was given new responsibilities by passage of Act 135, which is an amendment to state child labor laws. The amendment allows the agency to make findings concerning employers who engage in any oppressive child labor actions, to issue warnings and citations and assess civil penalties for violations of the Act.

This office was reorganized and placed under LLR's Office of Investigations and Enforcement, effective Sept. 19, 2005.

### Statistical Information FY 2010 – 2011

Wage violations cited	2613
Wage complaints investigated	969
Average number of violations per investigation	2.69
Number of warnings issued	323
Number of citations issued	325
Child labor violations cited	10
Child labor complaints investigated	30
Average number of violations per investigation	1
Number of warnings issued	14
Number of citations issued	10
Wages collected for employees	\$748,625

## Division of Fire and Life Safety

141 Monticello Trail  
Columbia, S.C. 29203  
(803) 896-9800

The Division of Fire and Life Safety serves as the fire safety focal point for South Carolina. The division consists of the Office of the State Fire Marshal and the S.C. Fire Academy.

The Office of the State Fire Marshal (OSFM) is charged with licensing and permitting responsibilities statewide for LP Gas dealers, installers and resellers; public firework displays; proximate audience fireworks displays; explosives storage, use, manufacture, and sale; and fire equipment dealers.

In addition, the OSFM manages the fire marshal certification program. The certification will be converted from the NFPA Fire Inspector I to the International Code Council Fire Inspector I in 2011 to be consistent with the model code the state adopts. Training of all certified fire marshals will also be tailored to address all applicable codes.

The S.C. Fire Academy provides leadership, guidance and services needed by the fire service to carry out its responsibilities at the local level. It also offers a statewide delivery system for fire prevention, protection and training services to the fire service – paid, volunteer and industrial. The Academy also provides training for police, emergency medical services personnel and other emergency response personnel. The Fire Academy is South Carolina’s franchisee of the National Fire Academy.

## Emergency Preparedness, Firefighter Mobilization and Urban Search and Rescue

Deputy Director/State Fire Marshal: Adolf Zubia

Assistant State Fire Marshal: Dan McManus

### Program Description:

Under the State’s Emergency Operations Plan, the Fire and Life Safety Division is the lead coordinator for Emergency Support Function (ESF) 9 – Search and Rescue and co-coordinator for ESF 4 – Structural Firefighting. The Division leads many established programs to accomplish this two-tiered mission of emergency response.

The S.C. Urban Search and Rescue Team (US&R) provides initial and long-term responses to natural and man-made disasters. This nationally recognized program has developed into a best practice model with the US&R discipline. In 2009, the State US&R Task Force partnered with the S.C. National Guard to offer a statewide helicopter rescue program. This asset is one of only four in the country, and it provides South Carolina with the very best air rescue capability.

In addition, the South Carolina Urban Search and Rescue Task Force (SC-TF1) is a highly trained search and rescue asset. As a result of the S.C. Firefighter Mobilization Act of 2000, the team is guided by nine members of the S.C. Firefighter Mobilization Committee. SC-TF1 is a part of the state's emergency operations plan and can be deployed in-state through the State Mutual Aid Agreement, or out-of-state through the Emergency Management Assistance Compact (EMAC).

Firefighter Mobilization and State US&R Programs	
Participating Fire Departments	More than 200
Registered Firefighters	More than 5,300
Number of personnel (day-to-day operations)	Four (two full-time/ two part-time)
Since 2005, number of activations	17
Most recent activation	80,000 sq. ft. fertilizer plant fire, Hartsville, S.C.
Current members of the task force	137
Average years of service within the fire service	8-12 years
Hours of specialized training	200, including rescue discipline and FEMA required course work
Amount of time to mobilize a team	4-6 hours, after proper notification
Number of canine teams	7

The task force supports (but is not limited to) the following operations during deployment: structural collapse, disaster triage and assessment, large area search (urban, wilderness or water borne), canine teams, disaster medical team (medical center) and a myriad of rescue operational experience.

## Office of the State Fire Marshal (OSFM)

Deputy Director/State Fire Marshal: Adolf Zubia

Assistant State Fire Marshal: Ed Roper

141 Monticello Trail  
Columbia, S.C. 29203  
(803) 896-9800

### Program Description:

The Office of State Fire Marshal has regulatory responsibility to ensure compliance with state fire safety regulations. This is accomplished through inspection activities by deputy state fire marshals in the field, code consultation and plans review services provided by the Engineering Services Section. This office also has the responsibility to certify and provide ongoing training for all deputies, and local (resident) state fire marshals.

The Office of the State Fire Marshal has statewide licensing and permitting responsibilities for all LP Gas dealers, installers and resellers, public firework displays, proximate audience fireworks displays, explosives storage, use manufacture and sale and fire equipment dealers.

### FY09- FY11 Licensed Statistical Information

<b>BLASTING LICENSURE INFORMATION:</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Blasters (Individual) Licensed	164	163	147
Blasting Permits	129	138	77
Magazine Permits	171	217	204
Dealers (new in FY11)	n/a	n/a	8

<b>LP GAS LICENSURE INFORMATION:</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Companies licensed for LP Gas	789	798	804

<b>FIRE EQUIPMENT LICENSURE INFORMATION:</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Fire Equipment Companies Licensed	131	140	138
Fire Equipment Permits (Individual)	623	568	612

<b>FIREWORKS/PYROTECHNICS LICENSURE INFORMATION:</b>			
<b>PROFESSIONAL FIREWORKS 1.3g AND 1.4g</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Shooters Licensed	212	260	260
Fireworks Display Permits (Total)	369	298	216
Proximate Audience Permits	108	68	51
Public Fireworks Display Permits	261	230	165
Trainees (new in FY11)	n/a	n/a	76
<b>PYROTECHNICS SAFETY LICENSURE INFORMATION (Fireworks 1.4g):</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Wholesalers Licensed	52	43	34
Jobbers Licensed	4	4	3
Retailers Licensed	960	633	1545
Inspections	132	188	1802
Investigations	33	25	5

## Office of the State Fire Marshal

Deputy Director/State Fire Marshal: Adolf Zubia  
 Assistant State Fire Marshal: Ed Roper  
 Program: Field Services

### Program Description:

Deputy State Fire Marshals conducted 14,468 life safety inspections in FY11. The major responsibilities of the position were focused on conducting fire and life safety inspections throughout the state in various occupancies and conducting specialized license inspections. Deputies also assisted in investigations regarding licensees and provided technical consultation to the local Authorities Having Jurisdiction (AHJ) and resident fire marshals. Deputies increased their expertise and quality of service by participating in a myriad of professional development training opportunities involving fire inspections, plan review, building construction, personnel management, customer services, fire investigations and computer skills.

The Office of State Fire Marshal, working with the Fire Academy, delivered 22 fire marshal related courses for 1,511 students. Currently, there are 679 certified resident fire marshals that perform inspections in their local jurisdictions. These courses are delivered at the academy and regionally throughout the state and provide required continuing education hours and a mechanism to improve statewide consistency of code interpretation and enforcement. The training and certification courses also increase statewide the quality and consistency of inspections and improve fire and life safety conditions.

### FY 2010 – 2011 Statistical Staff Related Information

Staff Positions	Number of Personnel
State Fire Marshal	1
Asst. State Fire Marshal	1
Deputy State Fire Marshals	16
Engineers	5
Training Coordinator/Instructor	1
Pyrotechnic Safety Program Coordinator	1
Support Staff	6 (includes one temporary)

### FY 2010 – 2011 Statistical Information

Office of State Fire Marshal (OSFM)	FY09	FY10	FY11
Inspections Per Deputy SFM	990	1,083	904
Inspections Completed by Deputy SFMs	14,850	16,239	14,468
Total Violations Cited	8,472	9,342	9,223
Local Fire Inspectors Certified by SFM	576	689	679
Inspections Conducted by Local Fire Departments Reporting to SFM	96,854	77,553	79,570
Total Violations Cited by Locals	80,167	61,434	60,838

## Office of the State Fire Marshal

Deputy Director/State Fire Marshal: Adolf Zubia  
 Assistant State Fire Marshal: Ed Roper  
 Program: Engineering Services

## Program Description:

The engineering section provides technical assistance to design professionals, state agencies, local building officials, local fire officials, contractors, builders and the general public. Staff within the engineering section is responsible for plan reviews of: buildings, fire sprinkler systems, aboveground storage (AST), of flammable and combustible liquids at retail service stations liquid propane storage tank installations and other reviews, as necessary, to assist design professionals, other state Authorities Having Jurisdiction (AHJs), local AHJs and resident fire marshals. Engineering Services staff also assists other agency divisions with special projects, research, and the development of future regulations and state statutes.

Engineers:	5
Total number of plan reviews	1,026

## FY 2010 – 2011 Statistical Information

TYPE OF PLAN REVIEWS	Fiscal Year/Number of Plan Reviews		
	FY09	FY10	FY11
Building	821	14	12
Fire Alarm System	9	2	6
AST	4	0	1
Emergency Generator	20	0	0
Alternate Extinguishing System	4	0	0
Propane System	271	5	30
Fire Protection Sprinkler System – Aboveground	1,131	729	800
Fire Protection Sprinkler System – Underground	248	102	175
Hydrogen (new in 2010)	n/a	n/a	2
Total Number of Plan Reviews	2,508	852	1,026

## Office of the State Fire Marshal

Deputy Director /State Fire Marshal:	Adolf Zubia
Administrator:	Sondra Senn
Program:	Public Fire Safety Education and Data Management

## Program Description:

The Office of the State Fire Marshal is responsible for programs designed to educate and enhance public awareness of fire safety. These include the following:

### I. “Get Alarmed, South Carolina”

The “Get Alarmed, South Carolina” program’s main goal is to lower fire deaths by education and to provide smoke alarms to high-risk citizens. This includes the elderly, economically depressed and disabled. Smoke alarms are provided through donations and grants.

### II. “Freddie the Fire Cat”

This comprehensive fire safety educational curriculum is for students in kindergarten through fifth grade. The curriculum was distributed to all elementary school district superintendents. Almost 300,000 students have received this annual program. The curriculum is available on LLR’s website for downloading. The curriculum has been revised for teaching children with autism, visual impairments and who speak Spanish.

Other programs are given throughout the year to groups, including S.C. Department of Disabilities and Special Needs, Carolina Health Care, S.C. State Firefighter’s Association, S.C. Fire Marshals Association and the S.C. Department of Health and Environmental

Control (DHEC). Safety themes are identified and news releases are distributed on fire education issues. The office also coordinates a statewide Fire Prevention Month campaign every October.

### III. Pre-School Fire Safety Curriculum

Since fire fatality statistics indicated that a higher percentage of fire deaths occurred in pre-school aged children, the fire safety curriculum was implemented statewide in 2009 through a partnership with DHEC and the United Way. This program designed for pre-school children (daycares, head-starts, K-4) is popular and continues to expand.

### IV. “Spray It Forward”

This training program was developed by the staff of the Public Fire Education and Data Management for fire service personnel. The curriculum identifies standardized teaching objectives for each specific age group so that consistent messages are conveyed to children throughout the state. The program is designed to be delivered at local fire departments, therefore, making it possible to reach all personnel within each fire department. More than 250 fire departments, representing approximately 3,000 firefighters, received this training.

### V. Dalmatian Station

To provide fire and life safety programs for school and family audiences, the Division of Fire and Life Safety and EdVenture Children's Museum entered into an agreement to provide personnel and program support for Dalmatian Station (a fire safety exhibit) within EdVenture. One division staff member and two part-time public fire safety retirees are responsible for program development, delivery and outreach activities. Six new fire and life safety programs have been developed for this purpose and are utilized through various training and educational opportunities. New initiatives to expand the scope of educating young children are being developed, utilizing puppetry and characterization programs. In addition to on-site program delivery, staff has increased the use of out-reach programming within the school (public, private) system.

### FY11 Statistical Information

Full-Time Public Fire Education Officers	1
Part-Time Public Fire Education Officers	2
Information Resource Coordinator	1
Number of Students Receiving Freddie Curriculum	299,000
Smoke Alarms Installed	4,000
S.C. Fire Incident Reporting System (FIRS)/ Participating Fire Departments	350
S.C.FIRS Training Programs	10
Firefighters Trained on S.C.FIRS	250
New Fire and Life Safety Programs	6
Dalmatian Station Public Outreach	300,000
Fire Safety Camps	6
“Spray It Forward” Training Program for Firefighters	250

Program: Fire Incident Reporting and Data Management

### Program Description:

State law requires the office to collect and analyze data on fire fatalities. This is accomplished through the National Fire Incident Reporting System (NFIRS) created for fire departments in South Carolina. After a fire department responds to an incident, a report is completed. These statistics are analyzed by: county, cause, presence of a smoke alarm, age of fire death victim and structure of building. This statistical information represents more than half of the state’s population, which is provided by 350 participating fire departments through the Fire Incident Reporting System. This fiscal year, 23 additional fire departments joined the program. A total of 258,317 incidents were reported during the calendar year, accounting for a property loss of more than \$276 million.

Based on NFIRS data, four major fire problem areas have been identified. Fire education programs have been developed to address high-risk audiences involving:

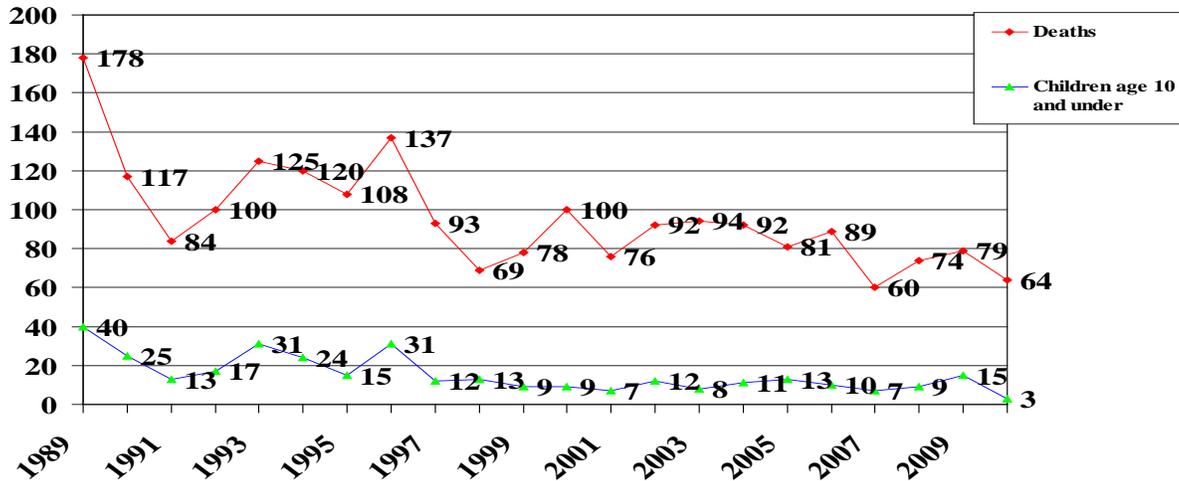
- Older Americans
- Heating and cooking
- Alcohol, drugs and smoking
- College dormitories/student housing

To be eligible to receive federal funding, fire departments must participate in NFIRS. Over the years, this requirement has increased the demand for technical training and, in turn, increased fire department participation from 165 to 350. To accommodate training, the Division conducts computer training labs to assure concise, consistent reporting of emergency responses. Through the S.C. Fire Incident Reporting class, more than 300 firefighters have been trained.

Data from the S.C.FIRS has aided South Carolina in obtaining federal funding since 2002. Annual funding to S.C. fire departments has exceeded more than \$10 million per year (except for 2002 and 2006).

## S.C. Fire Death Incidents 1989 - 2010

LLR – SC Division of Fire and Life Safety



As the chart above indicates, since 1989 increased educational efforts have contributed to the decrease in fire deaths. Since 1989, South Carolina fire deaths have decreased by more than 64 percent. During that same time period, the number of children age 10 or younger that have succumbed to fire has decreased more than 92 percent.

During the 2010 calendar year, 64 South Carolinians died from fires. The leading causes of fire fatalities were attributed to heating and electrical related incidents.

Due to the continued success experienced in the reduction of fire deaths, South Carolina has been recognized nationally. This includes the Vision 20/20 project to implement nationwide fire and life safety education programs. In addition, a January 2010 FIRE RESCUE Magazine article written by Fire Chief Jim Crawford, past president of the International Fire Marshals Association, highlights the life saving efforts of our comprehensive approach to fire safety and reductions in losses. "...I think it is important to share how this one state, which used to be known for high fire loss, has begun to approach the fire problem from a variety of angles simultaneously," he said.

### South Carolina Fire Academy

Deputy Director/State Fire Marshal:  
Interim Superintendent:

Adolf Zubia  
Russ Friar

141 Monticello Trail  
Columbia, South Carolina 29203  
(803) 896-9850

## **Program Description:**

The Fire Academy's mission is to provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade and other emergency response personnel. This training includes the skills necessary to provide basic to advanced incident command and control for emergency operations involving fire, rescue, hazardous materials, and weapons of mass destruction incidents. The academy provides basic and advanced training for firefighters, fire officers, instructors and fire department support functions, which include public fire education, fire prevention, inspections and fire investigations.

As part of the State Emergency Plan, or the State Firefighter Mobilization Plan, the academy staff helps staff the Emergency Support Function 4 (ESF 4), Fire Fighting and Emergency Support Function 9 (ESF 9), Search and Rescue at the State EMD EOC and at the Fire & Life Safety EOC.

To meet customer demand, academy training courses are conducted seven days per week, both day and night, and on many state holidays. On-site, a training day is defined as an 8-hour training period. A large percentage of courses are more than one 8-hour day. In FY10 -11, there was 1201 training days. The academy conducted programs on-site 303 days (including weekends), compared to the 247-day state work year.

Training is based upon the National Fire Protection Association (NFPA) standards and S.C. OSHA regulations. The Fire Academy also focuses its programs on the Fallen Firefighters Foundation's 16 Life Safety initiatives and its "Everyone Goes Home" program. The "Everyone Goes Home" program focuses on firefighter safety and reducing the number of line-of-duty deaths and injuries.

The Fire Academy currently offers 206 courses and custom designs industrial training at all levels to meet a customer's specific need. To allow non-fire service personnel to attend certain basic training courses, the "Open Enrollment" option is also available. A Junior Firefighter Program is available for 16 and 17 year olds to obtain specific training. In addition, the academy, offers a program to 16 and 17 year olds who are in an "Explorer, Learning for Life" (Boy Scouts of America) program to attend academy courses. Under both programs after a student turns 18 years of age, their certificates will be valid. Currently, there are 27 courses approved for both programs which allow progression to Firefighter II.

Fire and emergency service training requires a combination of classroom instruction and hands-on skill training, using special tools and equipment. The training requires several instructors per course to ensure the safety of students and instructors, and to evaluate and test students for required skill competency.

The academy has three separate program areas related to training: resident training, regional training and curriculum.

### **Resident/Regional Training**

The resident section is responsible for resident registration and dorm operations. The resident and regional training areas are responsible for delivery of Fire Academy programs and assisting with course development and support equipment maintenance.

### **Curriculum**

The curriculum section is responsible for developing and revising lesson plans, maintaining the instructor certification program, developing, controlling and maintaining all course tests and the test banks, ordering and maintaining all books and course materials inventories, providing and maintaining AV support, producing videos on cds, duplicating lesson plans, power point presentation cds, maintaining the IFSAC certification and accreditation program, grading all IFSAC exams and processing all completed IFSAC course packages and printing and mailing IFSAC certificates. Curriculum also reviews, processes and approves all reciprocity and equivalency request.

The Academy also has three support areas: administration, maintenance, and cafeteria.

### **Administration**

The administrative staff registers and confirms all students and develops catalog course packages. After a course is completed, the staff records grades, mails certificates, bills customers and files the course package. Staff also handles all the Division of Fire & Life Safety payroll time sheets, instructor contracts and travel reimbursements. In addition, staff is responsible for the divisions purchasing, approving accounts payables, collecting accounts receivables, and bank deposits.

Since July 1995, the academy has been operating on a 208-acre site four miles northwest of Columbia off Monticello Road. The site has 15 buildings with more than 120,000 square feet of temperature-controlled floor space. The site houses the Fire Marshal's office; Fire Academy administration building; five classrooms; a 200-seat auditorium; a dormitory that sleeps 116; a cafeteria; a five-story drill tower with smoke maze; a six-bay fire station with living quarters; an instructor building; a student processing center; a

maintenance building and shop; a one and one half story Class A burn building, a two story Class A burn building, an LP gas fired burn building, 10 flammable liquid and LP gas live-fire training props; two 737 aircraft mock ups, confined space rescue, hazardous materials and US&R heavy rescue training area props. The academy also has a 50' X 90' large area search building, a trench rescue prop, collapsed building props and an urban search and rescue prop. In addition, a 20,855-square-foot US&R/fire station building with eight truck bays and two storage bays houses the volunteer S.C. Task Force 1, Urban Search & Rescue team's cache of equipment and response tractor trailer trucks and other support vehicles. This building has three classrooms, office space and living quarters for 30 people and a US&R equipment storage area.

**Maintenance**

The facilities maintenance team provides maintenance and janitorial service for the 208-acre site, all buildings, systems, props, support equipment, trailers and vehicles.

**Cafeteria**

Feeding customers is part of the package the Fire Academy provides to on-site customers. The cafeteria staff furnishes meals to support site operations and operates the academy's retail store.

**Statistical Information**

South Carolina has 514 fire departments with about 17,000 firefighters. To provide education and training, in FY11, the Academy conducted 1,917 courses with a total of 24,061 students successfully completing the courses. The total number of courses offered increased by 187. The total number of students completing decreased by 205. This resulted in 536,112 student contact hours (nine percent increase compared to last year).

The Fire Academy receives no appropriated funding from the S.C. General Assembly. However, the Academy receives one half of a one percent fee and a 0.035 percent fee on fire insurance premiums. The Fire Academy also charges fire departments a reasonable fee for courses. In addition, to generate revenue to support academy operations, the Academy sells training courses to industry for a fair and reasonable fee. The academy receives grant funding to deliver certain courses. These include: National Fire Academy for command, management and safety courses (\$28,000) and federal funding (via SCEMD) for hazardous materials and WMD training (\$165,000).

For FY 2010 – 2011, the one half of one percent money received was \$3,128,859 (up \$368,106, an 11.76 percent increase). The 0.035 percent money received totaled \$3,164,049 (up \$205,556, a 6.5 percent increase). Generated revenue course fees and sales totaled \$1,879,563 (down \$106,300, a 9.46 percent decrease). Industrial training billing, which is part of revenue, increased this year. The Fire Academy budget underwrites, to some degree, all municipal programs, except programs conducted with federal grant funding. Instructor training certification, recertification, workshops and updates are free of charge. This helps ensure Fire Academy instructors are certified and utilize up-to-date information, lesson plans and technical skills.

**FY 2010 – 2011 Academy Course and Student Completion Information**

<b>Fire Academy</b>	<b>FY 09</b>	<b>FY 10</b>	<b>FY11</b>
Total programs delivered	1,923	1,730	1,917
Total students successfully completing training	26,089	24,266	24,061

**Program:** Curriculum, IFSAC Accreditation, Testing, Certification and Instructor Training and Certification

**Interim Superintendent:** Russ Friar, 5 full-time staff members / 6 part-time staff

**Program Description:**

The Fire Academy maintains an instructor certification program for 750 part-time instructors. Two hundred and seventy (270) instructors are on the academy's part-time payroll. These hourly employees are reimbursed for travel when they teach an academy course whether it be held at the academy, local fire departments or at industrial plants (when assigned). The instructor certification system involves requirements for entry-level instructors and re-certification of existing instructors. Part-time instructors are

classified into two different areas: adjunct instructors who are paid by the academy to teach and academy certified instructors (ACI) who only teach in their departments and are paid by their department, not by the academy.

The Academy's firefighter certification program is accredited by the International Fire Service Accreditation Congress (IFSAC) to meet the National Fire Protection Association (NFPA) standards. IFSAC is the premier fire training accreditation organization that is recognized around the world, as well as by the U.S. Department of Defense. The Fire Academy offers 16 IFSAC-accredited NFPA certification levels, which are Firefighter I, Firefighter II, Driver/Operator-Pumper, Driver/Operator-Aerial, Fire Instructor I, Fire Instructor II, Fire Officer I, Fire Officer II, Fire Inspector I, Aircraft Rescue Firefighter, Fire and Life Safety Educator, Hazardous Materials-Operations, Hazardous Materials Awareness, ARFF Driver/Operator, Driver/Operator Mobile Water Supply, and Juvenile Fire setter Intervention Specialist.

In FY11, 3,032 firefighters were tested in the IFSAC certification program resulting in 2,470 successfully completing the program, plus an additional 342 received reciprocal equivalency for training through other IFSAC accredited states for a total of 2,812 (last year 2,368). The overall pass rate in FY11 was 83.37 percent (81.18 percent in FY10). Since 1993, the Fire Academy has awarded 19,306 IFSAC certificates.

### FY 2010 – 2011 IFSAC Testing Statistical Information

Discipline	FY10 Tested	FY10 Passed	Pass Rate	FY11 Tested	FY11 Passed	Pass Rate
Firefighter I	676	549	81.21%	896	742	82.81%
Firefighter II	579	469	81.00%	681	565	82.97%
Fire Officer I	136	113	83.09%	140	113	80.71%
Fire Officer I B-L	10	10	100%	35	31	88.57%
Fire Officer II	17	15	88.24%	38	43	89.58%
Fire Inspector I (NFPA Exam)	0	0	0.00%	1	1	100%
Airport Firefighter	177	162	91.53%	202	192	91.53%
Fire & Life Safety Educator	26	24	92.31%	34	34	100%
Fire Instructor I	233	190	81.55%	391	320	81.84%
Fire Instructor I B-L	*	*	*	11	10	90.91%
Fire Instructor II	1	1	100%	6	5	83.33%
Fire Instructor I Challenge	2	2	100%	8	6	75.00%
Firefighter I Challenge (4501)	32	20	62.50%	91	62	68.13%
Firefighter I Challenge (4701)	*	*	*	95	73	76.84
Firefighter II Challenge (4502)	17	11	64.71%	55	42	76.36%
Firefighter II Challenge (4702)	*	*	*	71	45	63.38%
Driver/Operator Pumper Challenge	36	20	55.56%	78	43	55.13%
Fire Officer I Challenge (4502)	1	1	100%	1	1	100%
Fire Officer I Challenge (4703)	*	*	*	8	7	87.5%
Fire Officer II Challenge	22	21	95.45%	5	5	100%
Airport Firefighter Challenge	1	1	100%	0	0	0.00%
Hazardous Materials Operations Challenge	104	75	72.12%	116	85	73.28%

Fire Inspector I Challenge	1	1	100%	0	0	0.00%
Driver/Operator ARFF Challenge	0	0	00.00%	1	1	100%
Fire and Life Safety Educator Challenge	0	0	00.00%	1	1	100%
Driver/Operator Aerial Challenge	28	19	67.86%	34	25	73.53%
Driver /Operator Mobile Water Challenge	5	4	80.00%	19	16	84.21%
Fire Instructor II Challenge	1	1	100%	6	5	83.33%
Juvenile Fire setter I Challenge	1	1	100%	0	0	0.00%
Hazardous Materials Awareness Challenge	*	*	*	4	3	75.00
<b>Total</b>	<b>2105</b>	<b>1709</b>	<b>81.18%</b>	<b>3032</b>	<b>2470</b>	<b>83.37%</b>

\* Did not track in FY 2010 – 2011

Curriculum reviewed, evaluated and issued 342 reciprocities and 373 equivalences for in-state firefighters.

The Fire Academy has an additional 100 non-certification courses and customizes design industrial courses for specific customer needs. All courses require routine reviews to ensure they are current and up-to-date due to changing national standards and techniques. Complete development of a new course may also be required, if a need is determined during the review period.

### FY 2010 - 2011 Curriculum Accomplishments: On-Line Training

In an effort to meet the needs of the fire service in South Carolina, the Academy began the development of on-line training. The Academy offers the following on-line training: Fire Officer I – Blended Learning Program; Fire Instructor I – Blended Learning Program; and Hazardous Materials Awareness. An on-line Firefighter I course is currently in the developmental stage.

**Program:** **Regional Training**

**Interim Superintendent:** **Russ Friar, 8 full-time staff members; 1 part-time**

### Program Description:

Regional training is the key to the delivery of academy courses to our fire service customers. A majority of academy courses are conducted in the regions at the local fire department. The Academy has seven regions, served by six regional offices. There are five full-time regional offices with a program coordinator in Region 1-Greenville, Region 2-Rock Hill, Region 3 and 4-Florence are combined, Region 5-Charleston, Region 6-Columbia. Regions 1, combined Regions 3 and 4 and Region 5 also have an administrative assistant.

<b>Region</b>	<b>Area</b>	<b>Number of Counties Served</b>	<b>Number of Fire Departments</b>
Region 1	Greenville	5	100
Region 2	Rock Hill	6	87
Regions 3 & 4	Florence	13	88
Region 5	Charleston	7	74
Region 6	Columbia	8	86
Region 7	Greenwood (part-time)	7	79
<b>TOTAL:</b>		<b>46</b>	<b>514</b>

Regional offices interact daily with the municipal fire service and schedule training courses to be conducted at local fire departments and at the regional offices. The Fire Academy works in every county to meet the fire service needs. In FY10-11, 55 percent of the regional courses delivered were catalog courses, scheduled and advertised, and 41 percent of the courses delivered were requested courses. Requested courses include “training in-house” courses. These courses are the result of a fire chief requesting a course and the Fire Academy providing it. The regions also work closely with resident training for regional hazardous materials and some rescue programs due to the demand for instructors and equipment needed to conduct these courses. The regions are responsible for maintaining regional facilities, equipment and book inventory. Regional coordinators are on-call 24 hours a day to support courses which are occur most every day of the year, except for a few holidays. Coordinators must be available should a course problem or emergency occur.

To ensure customer needs are being met, regional coordinators are responsible for visiting fire departments, meeting with instructors and attending chief, firefighter and instructor association meetings and conferences. In FY10-11, regional coordinators traveled 37,546 miles, attended 355 meetings with fire department officials, 89 association’s meeting, conducted 85 IF SAC certification test sessions, made 48 trips to the Fire Academy, performed 88 course evaluations, taught in 94 courses, dropped off and picked up course materials 165 times, conducted 62 apprenticeship instructor evaluations and 27 instructor evaluations. They coordinated 87 evaluation burns in the region and 25 regional evaluation burns at the Academy.

Regional coordinators also coordinate, oversee and interface with the ACI and adjunct instructors to ensure courses are delivered safely and in accordance with Fire Academy lesson plans and guidelines.

Regional operations allow the Fire Academy to know its customers and meet their needs by providing courses at local departments that are conducted to meet their schedules. With 80 percent of the state’s fire service being volunteers, this flexibility is the only way to provide needed training. Most courses have written tests, as well as hands-on skill evaluations, that the student must pass to complete the course. Many regional courses require a live evaluation burn. It must be conducted at an approved burn facility, such as the S.C. Fire Academy. The academy has approved 41 local burn buildings and facilities that can be used for academy course evaluation burns.

The regional offices also do administrative work This includes registration, developing course packages, delivering books and materials to fire departments and instructors, ordering and stocking books, grading tests, hiring instructors, processing instructor contracts and travel expense sheets, hosting courses at their offices and teaching courses as well as being a course skills evaluator.

## FY 2010 – 2011 Regional Course Statistical Information

### Type of Regional Municipal Programs

	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>
In-House Training Courses	332	298	320
Catalog Program Courses	524	635	647
Requested Courses	319	99	163
Grant Courses	39	46	50
<b>TOTAL:</b>	<b>1,214</b>	<b>1,078</b>	<b>1,180</b>

Program: Resident Training

Administrator Phillip Russell, 11 full-time staff/ 2 part-time

### Program Description:

Resident training is responsible for any activity on the Academy’s main campus. This includes municipal programs that require special burn props or special equipment. Examples include flammable liquid and gas firefighting, hazardous materials, special urban search and rescue courses, high angle, confined space, trench, building collapse, water rescue and aircraft rescue firefighting courses and all levels of officer training. Although resident training taught fewer students this year (1,062 less students than FY10), there were four more classes conducted on-site. The reduction in students is directly related to the Academy hosting two Fire Rescue conferences in FY10 and only one in FY11. Resident training conducted courses at the Academy 303 days – a three-day increase

than in FY10. Resident Training also provided 76 meetings, other than training, on-site for fire service organizations, agency groups and special groups with 3,177 persons attending.

Resident training is also responsible for marketing and providing all industrial and aircraft rescue firefighting (ARFF) courses. Industrial and ARFF revenue is a key funding source for the Academy. For many industries, a trained fire brigade and emergency team are crucial to their plant operation. The Academy offers consultation and site visits to assist industries with fire brigade organization and to customize training courses to meet their needs.

### FY 2010 – 2011 Resident Training Statistical Information

Type of Resident Training Program	Number of Programs FY10	Number of Students FY10	Number of Programs FY11	Number of Students FY11
Municipal Resident Programs	388	12,562	356	11,159
Burn Building Support	15	240	14	228
Grant Programs	36	559	37	577
Firefighter Candidate School	5	120	5	120
Industrial Courses	105	1,694	128	1,921
ARFF	44	441	57	549
<b>Total:</b>	<b>593</b>	<b>15,616</b>	<b>597</b>	<b>14,554</b>

Note: All technical level hazardous materials and Rescue programs taught in the regions as well as all regional ARFF programs require resident staff instructors to teach them and provide Academy equipment.

The dorm coordinator is part of the resident staff and during FY11 provided rooms for 6,128 students. As a result, almost 15,000 linen articles were washed and maintained.

The resident training section utilizes 38 different trailers to augment regionally delivered programs across the state. Resident staff inventory, provide maintenance, calibrate and prepare trailers after every use. Many of these trailers have in excess of \$100,000 worth of equipment to support Academy courses. They also can be used during a declared state of emergency.

#### Equipment Trailers Available to Support Regional and On-site Courses

Haz-Mat Operation	10
Regional Burn Support	6
Haz-Mat Technician	4
Confined Space Rescue	3
Auto-Extrication	3
Self Contained Breathing Apparatus (SCBA)	3
Rope Operations	2
High Level Rope	2
LP Gas Prop	1
Water Operations	1
Trench / Shoring	1
Industrial Fire Brigade	1
Utility	1

The Academy delivered 438 equipment trailers and traveled 84,246 miles - an increase of 12 deliveries and 11,512 miles since FY10.

Academy staff hosted and coordinated the following special programs during FY 2010 - 2011:

**July:** Provided a free NFA Grant two week course, "Operating Site Practices for Hazardous Material Incidents."

**August:** Provided facilities for the S.C. Sprinkler Associations weeklong meeting and seminar. Provided the two week Basic Arson Investigation program, jointly conducted by SCFA and SCCJA.

**October:** Provided six Arson Pod burns for 50 federal prosecutors in conjunction with the University of South Carolina Law School, SLED and the Academy.

**November:** Supported the Building Codes Council meeting by providing a No Burn product burn on four different props and two Arson pods.

**January:** Conducted the annual weekend Firefighter Health and Safety Conference on-site in conjunction with the S.C. Firefighter Association. Resident Staff performed janitorial and food services to ensure all attendees received the customer service our students expect while attending this facility.

**February:** Hosted the annual weekend Instructor Improvement Conference for academy instructors in conjunction with the S.C. Society of Fire Service Instructors. This professional development seminar is designed to update our instructors on new materials, better teaching skills, teaching tools, and delivery methods.

**March:** Conducted the 30<sup>th</sup> annual weekend Southeastern Fire School with 14 courses with 440 attending students. There were 26 vendors, 15 separate programs, and one side-by-side sprinkler comparison burn.

**April:** Hosted the annual Firefighter Memorial service at the Firefighter's Memorial Garden in conjunction with the S.C. Fire Chiefs' Association. This service recognized two South Carolina firefighters who died in the line of duty in 2011.

**June:** Assisted with the 2011 Firefighter Association's Annual Conference, by providing instructors, necessary audio visual equipment, firefighting equipment, and logistics support.

## **FY 2010 - 2011 Support Administration Section**

**Coordinator:** **Cindy Brazell, 3 full-time staff members**

The administration section handles regional catalog registrations, confirmations, transcript updates, and issues a certificate for every student completing an academy courses except IFSAC certifications which are processed and mailed by curriculum. They also handle procurement and purchasing, accounts payable and accounts receivable; receive all funds and process deposits for the Division of Fire and Life Safety. They also are the academy's receptionist, process the incoming mail and freight deliveries and complete all division payroll and travel reimbursement. Utilizing the new SCEIS system, they have taken on the additional process of time sheet administration.

## **FY 2010 – 2011 Administration Statistics**

	<b>FY10</b>	<b>FY11</b>
On-site pre-registrations	4,881	5,183
Off-site pre-registrations	15,771	14,014
Invoices created and billed	6,209	6743
Course packages processed	1,730	1,440
Total students processed (pass/fail)	29,119	24,396
Total certifications mailed	19,884	21,105
Total letters mailed to students	1,409	4,423
Total transcripts processed and mailed	2,037	2,008
Deposits - SCFA	2,012,630.12	1,922,546.14
Deposits - Fire Marshal	152,013.26	246,727.16

## **FY 2010 - 2011 Support Maintenance Section**

**Manager:** **Billy Roberts, 4 full-time staff/ 2 part-time**

The maintenance section maintains the 208-acre site. It provides all aspects of janitorial cleaning and maintenance and repairs to site buildings and equipment, which includes hundreds of firefighter tools, all props, nine fire trucks including three pumpers, two aerial trucks and four ARFF trucks, as well as other site vehicles, busses and trailers. Maintenance provides all preventative

maintenance and testing for four LP fired burn props, HVAC, electrical, and other site systems including building fire suppression and detection systems, two 1,500-gpm fire training water pumps, controls and piping, all plumbing and the site sewer system, including two hold tanks and four sewer pumps, controls and piping, two large breathing air compressors and two large emergency power diesel generators. They operate the site maintenance shop, provide set up for classrooms, and paint and modify buildings and work areas as needed. An ongoing project is painting and updating the dormitory rooms. With the site 16 years old, replacement of HVAC units, Prop upkeep and repairs are ongoing projects. Staff replaced the ovens in the cafeteria. Maintenance support is needed for the ARFF training prop and assisted with support on 99 days of ARFF training.

The maintenance department works with the S.C. Department of Corrections (SCDC) and uses inmate labor for grounds upkeep, building janitorial and minor maintenance work. SCFA staff must pick up inmates from SCDC every morning and return them in the afternoon. The inmate labor pool is up to 10 inmates per day. For security reasons, we utilize a contract janitorial service for the dormitory room cleaning.

### **Support - Cafeteria**

#### **Supervisor:**

**Ray Williams, 1 full-time staff member**

The cafeteria provides meal service for breakfast and lunch five to seven days per week, depending on training being conducted on-site. The cafeteria also assists with meals for special programs, which include some night and special weekend meals. The cafeteria was open 303 days which included many Saturdays, Sundays and state holidays, compared to the 247-day state work year.

This two-person staff also operates the Fire Academy store, which includes purchasing and inventory control. The cafeteria works with the S.C. Department of Corrections and uses inmate labor in the cafeteria for food preparation, serving and janitorial work. The inmate labor pool is up to 10 inmates per day. Staff must pick up the inmate crew each morning and return them to the correctional facility each afternoon.