

South Carolina



Planning Education Advisory Committee

Committee Members:

October 20, 2015

Stephen G. Riley, Chairman
Representing MASC
Term Expires: 2017

Joe Cronin, Planning Director - Town of Fort Mill
112 Confederate Street
Fort Mill, SC 29715

Phillip L. Lindler
Representing SCAC
Term expires: 2019

Susan Britt, Planning Manager - City of Tega Cay
7725 Tega Cay Drive
Tega Cay, SC 29708

Cliff Ellis
Representing Clemson
University
Term expires: 2016

Dear Mr. Cronin and Ms. Britt:

Dennis Lambries
Representing USC
Term expires: 2016

Re: Regional Planning: The ABC's of MPO's and COG's

Wayne Shuler
Representing SCAPA
Term expires: 2018

On October 14, 2015, I received the Program Materials you submitted for accreditation of the Continuing Education Course detailed above. Upon receipt of your application, I sent an email to confirm receipt by all Committee members and set a deadline for comments.

Your signed "Notice of Decision" is attached. Your item was part of the agenda at the regular quarterly meeting of the Committee, which was a conference call and held on October 19, 2015 at 10:00 a.m.

Thank you for your efforts to help make this program a success.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen G. Riley".

Stephen G. Riley, ICMA~CM
Chairman

cc: Phillip Lindler, Cliff Ellis, Dennis Lambries and Wayne Shuler

NOTICE OF DECISION

Town of Fort Mill /City of Tega Cay - Regional Planning: The ABC's of MPO's and COG's

The following action has been taken by the SCPEAC on this application:

ACCEPTED WITHOUT OBJECTION Date:

REVIEWED BY FULL COMMITTEE Date: October 19, 2015

a) ACCREDITED for 1.5 CE credits

b) DENIED ACCREDITATION

i. Reason: _____

c) RETURNED for more information

13. If accredited:

a) Authorized Course No.: 2015-10

b) Date of accreditation: 10-19-2015

Signature of SCPEAC Representative:  _____

**For further information, contact Mr. Stephen Riley, Chairman,
843-341-4701 or stever@hiltonheadislandsc.gov**

**LOCAL OFFICIAL'S CERTIFICATION OF NEED
FOR CONTINUING EDUCATION PROGRAM**

NOTE: The Planning Director of a jurisdiction, or the COG Director serving a jurisdiction, may certify to the SCPEAC that a particular continuing education program is appropriate to meet the needs of that jurisdiction.

This certification form, together with the required information referenced therein, shall be submitted to the Committee. **If no objections are raised** by a member of the SCPEAC within 10 working days of receipt, the continuing education program shall be considered accepted. If an objection is raised, a teleconference meeting shall be scheduled, with appropriate public notice, as soon as reasonably possible, to review the application.

1. Certifying Official's Information:

- a. Name: Joe Cronin
- b. Title: Planning Director
- c. Jurisdiction for which certification is being made: Town of Fort Mill (Offered Jointly w/ City of Tega Cay)
- d. Address of Jurisdiction: 112 Confederate Street
- e. City: Fort Mill, SC
Zip Code 29715
- f. Telephone: 803-547-2034 ext. 257
- g. Email: jcronin@fortmillsc.gov
- h. For COG Directors:
 - i. Name of COG: _____
 - ii. Address of COG: _____
 - iii. City: _____
Zip Code: _____
 - iv. Telephone: _____
 - v. Email: _____

2. Information on Educational Program:

- a. Title of Program: Regional Planning: The ABC's of MPO's and COG's
- b. Name of Organization that is providing or sponsoring the Program:
 - i. Organization: RFATS MPO & Catawba Regional COG
 - ii. Street Address: RFATS: 155 Johnston Street, PO Box 11706 COG: 215 Hampton Street, Suite 200

iii. City: RFATS: Rock Hill COG: Rock Hill

State: RFATS: SC COG: SC

Zip Code: RFATS: 29731 COG: 29730

iv. Contact Person: RFATS: David Hooper COG: Cole McKinney

v. Title: RFATS: RFATS Administrator COG: Regional Initiatives & Technology Director

vi. Telephone: RFATS: 803-329-3897 COG: 803-327-9041

vii. Email: RFATS: david.hooper@cityofrockhill.com COG: cmckinney@catawbacog.com

c. Date(s) and Location(s) of Program:

Thursday, October 29, 2015 -- 6:30 pm to 8:00 pm -- The Spratt Building, 215 Main Street, Fort Mill, SC 29715

d. Briefly describe the program and why it is relevant to your jurisdiction:

This session will cover the topic of regional planning efforts, and specifically the role of the regional MPO and COG

3. Method of presentation (check all that apply. All sessions must have a Coordinator present):

- a. Presenter(s) in room with participants
- b. Live presentation via close circuit TV, video conferencing, or similar; Coordinator present
- c. Videotape or CD/DVD presentation; Facilitator present
- d. Webinar or similar; Coordinator present
- e. Other (describe) _____

4. Description of materials to be distributed (check/fill in all that apply):

a. Powerpoint handout:	<input checked="" type="checkbox"/>	number of slides: 20-30 per Presenter
b. Other handouts:	<input type="checkbox"/>	total pages:
c. CD/DVD:	<input type="checkbox"/>	
d. Other (describe)		_____
e. None:	<input type="checkbox"/>	

5. When are materials distributed?

- a. Sent before the program:
- b. Handed out at the program:
- c. Other (describe) _____

6. Required attachments (5 copies distributed as described below):

- a. Course description and outline including estimated time per section
- b. Brochure, if available

- c. Course Presenter(s) and credentials (include brief resumes and qualifications)
- d. Copies of all handouts and course materials
- e. Evaluation Form and method of evaluation (each program must be evaluated)

7. Instruction Time:

- a. Indicate the total minutes of instruction time: 1 hour and 30 minutes

Note: Breaks, meals and introductions should not be counted. A reasonable period of Q and A should be included and counted.

8. Local contact person (if other than Certifying Official):

- a. Name: Same as Certifying Official
- b. Title: For City of Tega Cay, contact Susan Britt, Planning Manager, at 803-548-3513 or sbritt@tegacaysc.gov
- c. Jurisdiction: _____
- d. Telephone: _____
- e. Email: _____

9. Certification. By Submitting this application, the applicant agrees to:

- a. Allow in-person observation, without charge, of the Program by the SCPEAC Committee members. Any food, travel or lodging costs will be the responsibility of the Committee member(s).
- b. The Certifying Official acknowledges that its approval for this Program may be withdrawn for violations of the regulations or failure to comply with the agreements and representations contained herein and as may be required by the SCPEAC.
- c. I do hereby certify that this program satisfies the current continuing education needs of this community.
 - i. Name: Joe Cronin
 - ii. Title: Planning Director
 - iii. Signature: _____
 - iv. Date: October 8, 2015

Application and all Materials may be submitted in one of the following means:

1. Electronic submission to each of the committee members listed below via email; or
2. Hardcopy via U. S. Mail, 1 copy each to each committee member; or
3. Electronic submission of the application via email to all committee members, and submit hardcopy supporting materials via U.S. Mail to each member, if materials not available electronically.
4. Please cc all applications to the Chairman's assistant, Vicki Pfannenschmidt at vickip@hiltonheadislandsc.gov

To access committee members email and postal addresses visit the link below:

<http://www.scstatehouse.gov/scpeac/members.htm>

PRESENTER BIOS



David F. Hooper (RFATS)

David is the MPO Administrator for the Rock Hill-Fort Mill Area Transportation Study – which is an intergovernmental transportation planning organization responsible for coordinating the development of transportation plans and programs for the eastern urbanized portion of York County and the northern portion of Lancaster County, South Carolina. The RFATS Study Area covers approximately 350 square miles, serves a planning area population of roughly 200,000, and is one of the fastest growing regions within the State of South Carolina.

As a federally mandated planning process, David is responsible for coordinating work in a range of areas that includes project planning and budgeting, social and environmental screening, congestion management, freight movement, public transit and air quality compliance, among many others. This process also requires active coordination with a number of federal and state agencies that includes the South Carolina Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the South Carolina Department of Health & Environmental Control, EPA as well as a host of other supporting organizations and interested parties within the greater Charlotte region.

David holds a bachelor's degree in political science and communication as well as a master's degree in public administration. David has experience in departments of finance, public works and planning.



Cole McKinney (Catawba Regional COG)

Cole McKinney is the Regional Initiatives and Technology Director for the Catawba Regional Council of Governments. The Council of Governments serves its four member counties of Chester, Lancaster, Union, and York by providing grant administration and technical assistance in the diverse areas of regional and city planning, W.I.A. workforce investment, economic development and lending, transportation planning, and G.I.S. mapping. Cole has served at the Council of Governments for 19 years and served at the Upper Savannah Council of Governments in Greenwood, South Carolina for 4 years prior to coming to Catawba.

SESSION OVERVIEW



David F. Hooper (REATS)

MPO Transportation Planning Process

- Why Are Metropolitan Planning Organizations Established?
- Planning an Integrated Transportation System
- Key Work Products
- Planning Data & Assumptions (Socio-Economic Variables; Environmental Screening)
- Transportation Conformity (Air Quality Testing)
- How Projects Get Funded
- Transportation Funding Sources
- Project Implementation & System Monitoring



Cole McKinney (Catawba Regional COG)

I will be providing an overview of services the COG offers its local jurisdictions including areas of technical assistance and grants administration.



CERTIFICATE OF ATTENDANCE

PLANNING TRAINING FOR LOCAL GOVERNMENT OFFICIALS



TRAINING PROGRAM INFORMATION

Sponsor: Town of Fort Mill (Offered Jointly with the City of Tega Cay)

Activity Title: Regional Planning: The ABC's of MPO's and COG's

Date of Attendance: October 29, 2015

Location: The Spratt Building, 215 Main Street, Fort Mill, SC 29715

Orientation Program or Course Number: 2015-XX To be provided by SCPEAC

Total Credit Hours: 1.5 CE credit hours (based on a 60-minute hour)

TO BE COMPLETED BY ATTENDING OFFICIAL OR EMPLOYEE

By signing below, I certify that I attended the activity describe above and am entitled to claim:

Orientation Program Hours

1.5 Continuing Education (CE) Credit Hours

I am also certifying that I attended the session with faculty and/or a professional planner as a discussant in person.

Name of Appointed Official or Employee (Please Print)

Signature

Date

Jurisdiction: Town of Fort Mill
 City of Tega Cay

Position: Planning Commission
 Board of Zoning Appeals
 Historic Review Board
 Employee/Other: _____

TO BE COMPLETED BY CERTIFYING OFFICER & MUNICIPAL PLANNING OFFICIAL

I certify that the above named individual attended the activity described herein and is entitled to claim 1.5 Continuing Education Credit Hours toward his/her statutory training requirement for Calendar Year 2015.

Certifying Officer: _____
Joe Cronin, Fort Mill Planning Director

Date

Municipal Official: _____
Municipal Planning Official

Date



SESSION EVALUATION FORM

PLANNING TRAINING FOR LOCAL GOVERNMENT OFFICIALS



TRAINING PROGRAM INFORMATION

Sponsor: Town of Fort Mill (Offered Jointly with the City of Tega Cay)

Activity Title: Regional Planning: The ABC's of MPO's and COG's

Date of Attendance: October 29, 2015

Location: The Spratt Building, 215 Main Street, Fort Mill, SC 29715

Orientation Program or Course Number: 2015-XX To be provided by SCPEAC

Total Credit Hours: 1.5 CE credit hours (based on a 60-minute hour)

TO BE COMPLETED BY ATTENDING OFFICIAL OR EMPLOYEE

	Poor	Fair	Good	Very Good	Excellent
Quality of content presented					
Quality of visual aids/handouts					
Usefulness/relevance of the topic					
Presenter's knowledge of the topic					
Participant involvement/engagement					
Quality of the training location					
What did you find most useful about today's presentation?					
Do you have any additional comments regarding today's training program?					
Do you have any additional comments regarding the training facility?					
Would you like to suggest a future training topic or presenter?					

Position: Planning Commission Member
 Board of Zoning Appeals Member
 Historic Review Board Member
 Employee/Other: _____

Jurisdiction: Town of Fort Mill
 City of Tega Cay