



South Carolina Planning Education Advisory Committee

July 31, 2025

Mr. Jeffrey Guilbault
Planning Director
Appalachian Council of Governments
30 Century Cir
Greenville, SC 29607-1556

Dear Jeffrey Guilbault:

Congratulations! Your application meets all requirements to qualify you as an approved Continuing Education Instructor as outlined by the [South Carolina Planning Education Advisory Committee \(SCPEAC\)](#).

A Continuing Education Instructor is an individual who possesses a defined level of education and experience in land use planning deemed sufficient by the SCPEAC to qualify to offer CE programs without SCPEAC review and approval for each program offered. The term “program” includes training in any format that complies with the provisions of Section 6-29-1340 of the South Carolina Code of Laws as interpreted by the SCPEAC.

Certification Requirements:

- This certification is conferred upon you, **Jeffrey Guilbault**, and is valid until and unless revoked by the SCPEAC.
- Attendance records must be maintained as outlined in Section 6-29-1360 of the South Carolina Code of Laws.
- A Continuing Education Instructor Certificate (See attached) must be submitted to the clerk of the local governing body along with the certification of attendance for each CE program conducted.
- Trainings may be conducted by you or anyone you have vetted as being qualified to teach the subject matter, however you must be present at all training sessions to provide your certification.

Congratulations again and we look forward to working with you to make sure all planning officials receive the necessary training. Should you have any questions, please do not hesitate to contact the SCPEAC’s administrative support team at the Municipal Association of SC for assistance. You may contact Urica Floyd at 803.354.4754 or by e-mail at SCPEAC@masc.sc.

Sincerely,

Urica P. Floyd
Staff Associate for Training and Learning Solutions
Municipal Association of SC



South Carolina Planning Education Advisory Committee

Continuing Education Instructor Certificate

Certificate of Authorization

This is to certify that

Jeffrey Guilbault

**has been authorized by the South Carolina Planning Education Advisory Committee
to conduct continuing education training on the subjects listed in
Section 6-29-1340 of the South Carolina Code of Laws.**

Stephanie Monroe Tillerson

Stephanie Monroe Tillerson, Chair

Date: 7/31/2025