

SOUTH CAROLINA PLANNING EDUCATION ADVISORY COMMITTEE  
MINUTES OF THE COMMITTEE MEETING  
**Tuesday, November 12, 2019 at 10:00 a.m.**  
**Telephone Conference Call**

**Members Present:** Steve Riley, *Chairman*; Phil Lindler, *Vice-Chairman*, Cliff Ellis, Wayne Shuler, *Members*

**1. CALL TO ORDER**

Mr. Riley called the meeting to order at 10:00 a.m.

**2. FREEDOM OF INFORMATION ACT COMPLIANCE**

**Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act**

**3. APPROVAL OF MINUTES**

**a. Meeting Minutes, May 14, 2019**

Mr. Lindler moved to approve. Mr. Ellis seconded. The minutes from the May 14, 2019 meeting were approved by a vote of 4-0.

**4. UNFINISHED BUSINESS**

**a. Discussion of MASC's Proposed Orientation Training Modules**

Committee members reported that they had reviewed portions of the MASC proposed Orientation Training Modules using a web-based platform. While no one had gone through each and every module, the sampling that was done indicated that the program was well put-together and very professional. The Chair will report back to the MASC staff and depending on their schedule it may be necessary to schedule a special meeting to grant formal approval.

Mr. Riley also reported that he has had conversations with staff at the Association of Counties and that the Committee should expect that they will be coming forward with a similar web-based platform.

**5. NEW BUSINESS**

**a. Proposed 2020 Meeting Dates**

Mr. Ellis moved to approve. Mr. Shuler seconded. The proposed 2020 meeting dates were approved by a vote of 4-0.

Approved Dates: Monday, February 3, 2020 at 11:30 a.m., onsite at MASC, Tuesday, May 12, 2020 at 10:00 a.m., Tuesday, August 11, 2020, at 10:00 a.m., and Tuesday, November 10, 2020, at 10:00 a.m. The last three scheduled meetings will be held via conference call.

**6. CONSENT AGENDA**

**a. City of Tega Cay/Fort Mill – *Traffic Impact Decisions & Their Cross-Jurisdictional Importance***

**b. City of Aiken – *Best Practices in Historic Window Repair & Replacement***

Mr. Lindler moved to approve. Mr. Ellis Seconded. The motion was approved by a vote of 4-0.

**7. ADJOURNMENT**

Mr. Ellis moved to adjourn. Mr. Lindler seconded. The meeting was adjourned at 10:05 a.m.