

# INSTITUTE OF GOVERNMENT FOR COUNTY OFFICIALS

OCTOBER 24, 2018  
EMBASSY SUITES HOTEL, COLUMBIA



SOUTH CAROLINA  
ASSOCIATION OF COUNTIES

**You must be present for the entire class period to receive credit toward your certificate.** Registrants who do not attend the session or who leave early will not receive credit. It is your responsibility to complete and return the application for credit that your instructor will distribute at the end of the class. Credits are valid for four years. If a county official does not graduate within the four-year period, expired credits will be removed from his/her record. Participants are eligible to earn credit for Level II courses after graduating from Level I or earning credit for at least six Level I courses.

## Agenda

- 9:30–11:00 A.M.      **Registration–*Prefunction Area***
- 10:00 A.M.–1:00 P.M.    **Level I: Managing and Conducting Meetings [E]**  
Instructors:    John DeLoache, SCAC Senior Staff Attorney  
                         Helen T. McFadden, Attorney, Kingstree, S.C.
- Level II: Decision-Making in a Political Environment\***  
Instructor:    William E. Tomes, Fellow  
                         Joseph P. Riley Jr. Center for Livable Communities, College of Charleston
- 1:30–3:00 P.M.      **Registration–*Prefunction Area***
- 2:00–5:00 P.M.      **Level I: Understanding and Seeking Differences [E]**  
Instructor:    Donna Kazia, Human Resources Professional
- Level II: Financial Management**  
Instructor:    Gina Smith, CPA, Controller, Bamberg County

[E]–Level I Elective Course

\*Approved for three hours of continuing education credit for planning/zoning officials and employees