

**Fall Institute of Government for County Officials  
October 15, 2009**

**Embassy Suites Hotel, Columbia SC**

**Level I:**

10:00 a.m. – 1:00 p.m.            Building an Effective County Team [E]  
2:00 – 5:00 p.m.                \*Managing and Conducting Meetings [E]

**Level II:**

10:00 a.m. – 1:00 p.m.            Effective Communications  
2:00 – 5:00 p.m.                The Policy Role of Council

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[E] – Elective course in Level I

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