



**WACCAMAW REGIONAL COUNCIL OF GOVERNMENTS**

**RURAL PLANNING WORK PROGRAM**

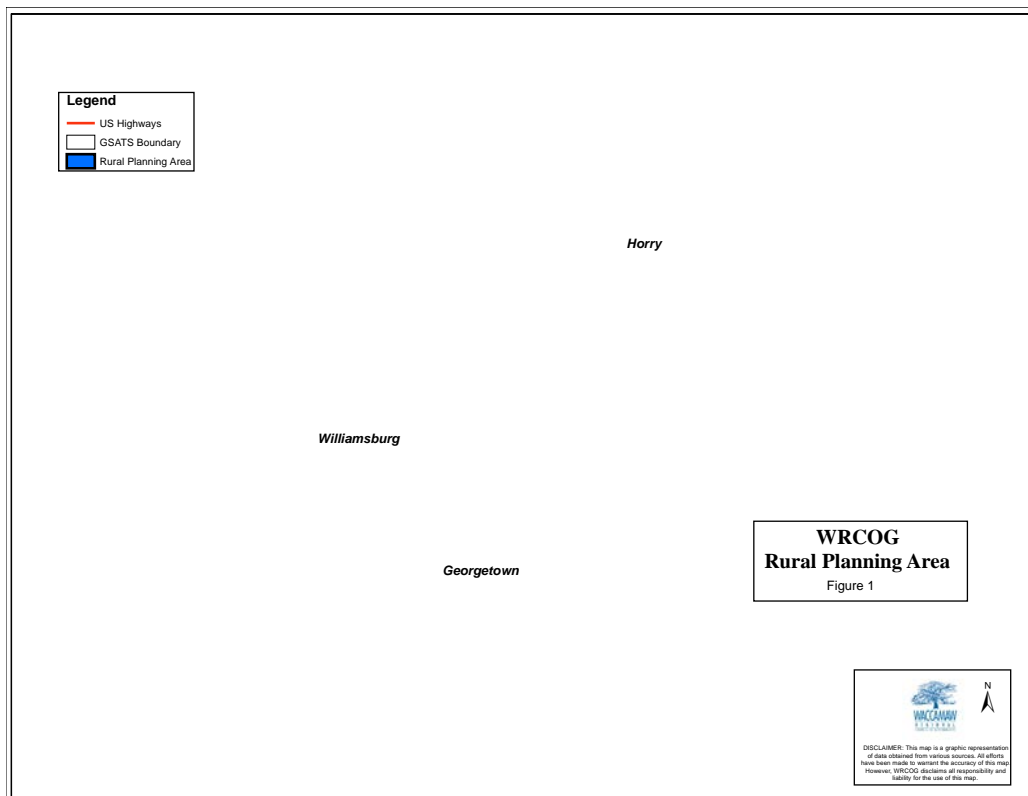
**Fiscal Years 2022-2023**

<b>REVISION NUMBER</b>	<b>RURAL TECHNICAL COMMITTEE RECOMMENDATION</b>	<b>BOARD OF DIRECTORS APPROVAL</b>	<b>PUBLIC REVIEW &amp; COMMENT</b>
	05/22/2021	06/14/2021	04/28/2021-05/28/2021

## INTRODUCTION

Waccamaw Regional Council of Governments (WRCOG) is a regional agency serving county governments, municipalities, and citizens of Georgetown, Horry, and Williamsburg counties and offers a wide variety of planning, economic development, and social services to aid in the orderly growth and development of the area. WRCOG serves as both the Metropolitan Planning Organization (MPO) and Rural Planning Organization (RPO) for the region. The Grand Strand Area Transportation Study (GSATS) oversees the MPO which provides transportation to the urban portions of both Horry and Georgetown counties. WRCOG oversees the RPO which provides guidance to the rural portions (those areas outside of the GSATS boundary) of Horry and Georgetown counties, as well as the entirety of Williamsburg County.

The WRCOG Board of Directors serves as the Policy Committee to the rural area. The Board was formed in February of 1969 and is the decision making body representing WRCOG. The Rural Study Area is designated as the three-county region which is not contained within the GSATS boundary. The rural portion includes all of Williamsburg County, south of Murrells Inlet in Georgetown County, and from the SC 701 Corridor to the west and a portion of the City of Conway in Horry County (see Figure 1). The Rural Planning Work Program (RPWP) specifies the planning activities and budget for the rural area during fiscal years 2022 - 2023.



## ORGANIZATION

The WRCOG Board of Directors is the designated Policy Committee that serves as the decision making body for the rural areas. The Board of Directors is governed by its own bylaws and consists of the following members:

	<b>Name</b>	<b>Title</b>	<b>County</b>
1	Carl Anderson	SC House Representative	G
2	Brendon Barber	Mayor of Georgetown	G
3	Barbara Blain-Bellamy <i>Vice- Chairwoman</i>	Mayor of Conway	H
4	Bob Childs		H
5	Cam Crawford	Horry County Council	H
6	Heather Crawford	SC House Representative	H
7	Jean Dozier		H
8	Tim McGinnis	SC House Representative	H
9	Charlie Fulton	Mayor of Lane	W
10	Frank McClary	Mayor of Andrews	G
11	Harry Huggins		W
12	Yancey McGill- <i>Chairman</i>		W
13	Leslie McIver, Sr.		H
14	Andy McKnight	Williamsburg County Council	W
15	Lillie Jean Johnson		G
16	Jerry Oakley <i>Secretary</i>		G
17	Paul Prince	Horry County Council	H
18	Tyler Servant		H
19	Ronnie Sabb	SC Senator	W
20	Jean Timbes	Conway City Council	H
21	Darren Tisdale	Mayor of Kingstree	W
22	Randal Wallace		H
23	Peggy Wayne		G
24	Alma White	Georgetown County Clerk of Court	G
25	John Gardner		H

G=Georgetown County  
H=Horry County  
W=Williamsburg County

The Policy Committee has the responsibility of disseminating the planning funds in accordance with the Federal Aid Highway Legislation, (Title 23 USC) and the Fixing America’s Surface Transportation Act (FAST ACT). The Board of Directors’ advisory committee is the Rural Technical Committee (RTC). The function of the RTC is to review, evaluate, and recommend ranking of proposed projects and policies to the Board of Directors. The Rural Technical Committee consists of the following members:

<b>Entity</b>	<b>Member</b>	<b>(21)</b>
Waccamaw Regional Council of Governments	Transportation Planner	(1)
SCDOT	District Engineer (Florence)	(1)
SCDOT	Planning Representative (Columbia)	(1)
SCDOT	Rural Program Manager	(1)
Waccamaw Regional Transportation Authority/Coast RTA	Executive Director	(1)
Williamsburg County Transit	Executive Director	(1)
Georgetown County	Representatives (Two staff members from either Planning, Public Works, or County Engineer’s offices):	(2)
Horry County	Representatives (Two staff members from either Planning, Public Works, or County Engineer’s offices):	(2)
Williamsburg County	Representatives (Two staff members from either Planning, Public Works, or County Engineer’s offices):	(2)
Town of Andrews	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
Town of Aynor	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
City of Conway	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
Town of Greeleyville	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
Town of Hemingway	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
Town of Kingstree	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
Town of Lane	Representatives (One staff from either Planning, Public Works, or City/County Engineer’s offices)	(1)
City of Loris	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)
Town of Stuckey	Representative (One staff from either Planning, Public Works, or City/County Engineer’s office)	(1)

# THE RURAL PLANNING WORK PROGRAM

The Rural Planning Work Program (RPWP) describes the specific tasks to be performed in the fiscal years (July 1, 2021 - June 30, 2023) for the rural areas served by Waccamaw Regional Council of Governments. The work tasks and methodologies are outlined for each activity. The activities have the following breakdown: Administration, Planning, Special Studies, Plan and Program Development, and Maintenance.

## **I. PROGRAM ADMINISTRATION**

The objective of this activity is to administer the transportation planning program in the Waccamaw rural area. Administration of the program includes: coordination of all activities of the WRCOG Rural Technical Committee as well as continual communications with the WRCOG Board of Directors, compliance of all SCDOT rules and regulations, the development of reports, and serving as a liaison between local government agencies and the general public. Other administrative activities include the preparation of narrative and expenditure reports, financial accountability/annual audit, correspondence, record keeping, billings, training activity, and other related activities.

### **I A General Administration**

*Milestones:* Staff will provide assistance to the WRCOG Board of Directors and Rural Technical Committee in developing the WRCOG Rural Program, and other programs and projects during the fiscal year. Planning staff will maintain records of all WRCOG Board and Rural Technical Committee meetings. Members of the staff will attend relevant training opportunities on rural transportation and transit planning to be updated on changing regulations and transportation technologies.

*Deliverables:*

- Produce, maintain, and publish required documents including minutes, resolutions, agreements, audits, and other records; and
- Produce quarterly and annual financial and programmatic reports.

### **I B Governmental Relations**

*Milestones:* Staff will work with SCDOT and local governmental agencies (city and county governments, transit providers, etc.) to ensure that intergovernmental relationships are maintained and that all local, state, and federal regulations are being followed.

### **I C RPWP Maintenance and Development**

*Milestones:* Financial accountability will be maintained through an annual audit of records and internal controls. Staff will provide an opportunity to give officials and the general public a greater understanding and level of involvement with the transportation planning process. Copies of written correspondence from citizens, local government, developers, and other agencies will be maintained to provide a record of the year's activities. Staff will also provide public comment and meeting notices in accordance with the Rural Public Participation Plan (PPP).

*Deliverables:* The FY 2022-2023 RPWP will be maintained and the FY 2024-2025 RPWP will be developed.

**Program Administration Financial Responsibility:**

<b>Source of Funds</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>Ratio</b>	<b>Total</b>
SCDOT	\$19,000	\$19,000	80%	\$38,000
Local Match	\$4,750	\$4,750	20%	\$9,500
<b>Total</b>	<b>\$23,750</b>	<b>\$23,750</b>	<b>100%</b>	<b>\$47,500</b>

**II. LAND USE**

Land use collection was completed in the 2015-2016 fiscal year, for the rural areas of Horry County and all of Williamsburg County. Land use collection for the region is scheduled to begin in FY2022

**II A Windshield Survey Schedule**

*Milestones:* Staff members will collect land use data and update the database.

*Deliverables:* Deliverables under this task will be maintenance and updates to the land use maps.

**II B Land Use Data**

*Milestones:* Staff members will continue to maintain and update the land use database.

*Deliverables:* Deliverables under this task will be maintenance and updates to the land use maps.

**II C Geographic Information Systems**

*Milestones:* Staff will continue to coordinate with a working group of local GIS staff from the region to prepare best practices for collecting land use data.

*Deliverables:* Deliverables under this task will be maintenance and updates to the land use maps.

**Land Use Financial Responsibility:**

<b>Source of Funds</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>Ratio</b>	<b>Total</b>
SCDOT	\$18,000	\$18,000	80%	\$36,000
Local Match	\$4,500	\$4,500	20%	\$9,000
<b>Total</b>	<b>\$22,500</b>	<b>\$22,500</b>	<b>100%</b>	<b>\$45,000</b>

**III. SPECIAL AREA PROJECTS/STUDIES**

The objective of this element is to provide technical assistance to local governments on specific transportation problems within the region. WRCOG will also continue to advocate for rural safety standards and work with members of the Rural Technical Committee who are interested in rural planning strategies including safer and more efficient transportation modes. Staff members will maintain the working relationship with Williamsburg County Transit, Coast RTA, and other rural transit and human service providers to ensure safe and equitable public transit opportunities to all communities in the region. Specific training activities pertaining to freight and freight management, travel demand modeling, and transit will continue to be a focus area for the staff.

The staff also aims to maintain an attainment classification according to DHEC and EPA national ambient air quality standards. The Waccamaw Air Quality Coalition continues to create open communication between municipalities, counties, businesses, DHEC, and industries; Waccamaw continues to facilitate the quarterly meetings of the Economic Outlook Board, a regional group appointed by the COG Board that is representative of numerous economic sectors, both urban and rural. An annual Economic Outlook Forecast is produced and presented at the EOB annual conference.

**III A Technical Assistance and Travel**

*Milestones:* Staff will provide assistance to local governments on transportation projects upon request and exercise current planning knowledge to make the best possible planning decisions. Staff will work with all parties and manage studies when requested.

*Deliverables:*

- Produce, maintain, and publish required documents including minutes, resolutions, agreements, audits, and other records; and
- Produce plans or studies when requested by local governments as part of a technical assistance agreement or contract.

**III B Human Service Coordination**

*Milestones:* Staff will evaluate SCDOT transit applications and assist improving communication and cooperation among regional transportation providers.

*Deliverables:* Serve as the liaison between SCDOT and transit and human services providers. Staff members will also provide assistance to SCDOT-OPT in the dissemination of announcements and application packages within the region. Rural staff will also provide prioritization recommendations of regional projects to SCDOT-OPT.

**Special Area Projects/Studies Financial Responsibility:**

Source of Funds	FY 2022	FY 2023	Ratio	Total
SCDOT	\$10,125	\$10,125	80%	\$20,250
Local Match	\$2,531	\$2,531	20%	\$2,062
<b>Total</b>	<b>\$12,656</b>	<b>\$12,656</b>	<b>100%</b>	<b>\$25,312</b>

**IV. PLAN DEVELOPMENT**

The WRCOG’s 2045 Rural Long Range Transportation Plan is in the process of being completed (FY 2022 expected completion), Title VI-/Environmental Justice Plan was updated to include ADA policies in the FY 2020-2021 work program years, the GSATS/WRCOG Public Participation Plan (PPP) was completed and approved during the 2020-2021 work program years. The Rural TIP was amended to reflect seven (7) year window SCDOT requirements and adopted in the FY 2021 work program year. The LRTP must be updated every five (5) years and the Title VI/Environmental Justice Plan and PPP should be revisited as outlined in each plan. Activities under this task will include reviewing and adopting the updated Title VI/Environmental Justice Plan to reflect comments from FTA per triennial review and the LRTP update process will be

completed in FY 2022.

**IV A Rural LRTP**

*Milestones:* Staff will maintain the current plan and update when needed.

*Deliverables:* Amendments to the existing plan or process.

**IV B Public Participation Plan**

*Milestones:* Staff will maintain the current plan and update when needed.

*Deliverables:* Amendments to the existing plan or process.

**IV C Title VI/Environmental Justice/ADA**

*Milestones:* Staff will maintain the current plan and update when needed.

*Deliverables:* Amendments to the existing plan or process.

**Plan Development Financial Responsibility:**

<b>Source of Funds</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>Ratio</b>	<b>Total</b>
SCDOT	\$16,000	\$16,000	80%	\$32,000
Local Match	\$4,000	\$4,000	20%	\$8,000
<b>Total</b>	<b>\$20,000</b>	<b>\$20,00</b>	<b>100%</b>	<b>\$40,000</b>

**V. PROGRAM DEVELOPMENT & MAINTENANCE**

The objective of this element is to update the Rural Transportation Improvement Program. Staff will continue to incorporate the Advanced Project Planning Reports (APPR) and SCDOT non-guideshare funded projects into the program development and maintenance. A Public Participation Process (PPP) has been established to solicit citizen participation in the rural transportation planning process. Staff will continue to update the Rural TIP the next update will be FY 2022-FY 2028.

**V A Rural Transportation Improvement Program (TIP)**

*Milestones:* Specific Rural TIP solutions and strategies will be evaluated and included in the plan and programmed as needs and resources allow. Emphasis has been placed on maximizing the existing transportation network by widening select routes, improving the function of existing intersections, and analyzing possible new alignments to the road network.

*Deliverables:* Amend the TIP as funds become available and/or cost estimates are adjusted to include projects that are contained in the Rural Long Range Transportation Plan.

**V B Intersection Improvement Program**

*Milestones:* An effort will be made to propose and implement intersection improvement projects that will progress the safety of the rural roadway network. WRCOG staff members will continue to educate officials and the general public a greater understanding and appreciation of the



transportation planning process.

*Deliverables:* Develop the Program of Projects.

**Program Development & Maintenance Financial Responsibility:**

<b>Source of Funds</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>Ratio</b>	<b>Total</b>
SCDOT	\$11,875	\$11,875	80%	\$23,750
Local Match	\$2,969	\$2,969	20%	\$5,938
<b>Total</b>	<b>\$14,844</b>	<b>\$14,844</b>	<b>100%</b>	<b>\$29,688</b>

**VI. TRANSIT**

Waccamaw Regional Councils of Government is the facilitator of regional collaboration, cooperation, and coordination as applicable. SCDOT shall maintain the administrative and oversight functions of all applicable Federal Transit Administration (FTA) programs administered by SCDOT (e.g., 5310, 5311). The following are focus areas related to transit initiatives that are established to enhance regional public and specialized transit efficiency and effectiveness:

- Assist SCDOT in improving communication and cooperation among regional transportation providers;
- Assist public and human service agencies in assessing gaps and barriers in transportation delivery for general public and disadvantaged groups in the region;
- Assist in regional transportation planning efforts including the assessment of mobility needs, economic development related to multimodal planning, and identification of other partnership and funding resources;
- Assist in regional advocacy of public and human service transportation services;
- Facilitate and foster the opportunity for stakeholder meetings related to coordination of transit services (e.g., Study Teams, Coordination Council, and public meetings);
- Facilitate coordination of local human service transportation funding requests through assisting SCDOT in the dissemination of announcements and application packages within the region of responsibility by
- Accepting completed applications,

- Prioritizing projects, and
- Submitting prioritized lists of recommended projects to SCDOT Office of Public Transit for final review and funding recommendations;
- Record transit projects approved by SCDOT in local Rural Transportation Improvement Program (TIP) and forward Policy Committee approved Rural TIP to SCDOT OPT following SCDOT STIP update procedures;
- Submit an RPWP as required to SCDOT for review and approval prior to disbursement of planning or administrative funds;
- Periodic evaluation and update of the regional coordination or transit plan, and provide input to SCDOT for updating regional and statewide coordination; and
- Develop a Rural Long Range Transportation Plan (LRTP) which will include transit projects using funds provided through the Planning Office.

**Transit Financial Responsibility:**

<b>Source of Funds</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>Ratio</b>	<b>Total</b>
SCDOT	\$10,000	\$10,000	80%	\$20,000
Local Match	\$2,500	\$2,500	20%	\$5,000
<b>Total</b>	<b>\$12,500</b>	<b>\$12,500</b>	<b>100%</b>	<b>\$25,000</b>

## FUNDING

The funding, by activity and source, for the transportation program of the Waccamaw Regional Council of Governments is found in Table I.

**Table I – Funding**

<b>TASK ID</b>	<b>CATEGORY</b>	<b>FY 2022 SCDOT</b>	<b>FY 2022 LOCAL</b>	<b>FY 2023 SCDOT</b>	<b>FY 2023 LOCAL</b>	<b>TOTAL</b>	<b>BUDGET %</b>
I	Administration	\$19,000	\$4,750	\$19,000	\$4,750	\$47,500	22%
II	Land Use	\$18,000	\$4,500	\$18,000	\$4,500	\$45,000	21%
III	Special Studies	\$10,125	\$2,531	\$10,125	\$2,531	\$25,312	12%
IV	Plan Development	\$16,000	\$4,000	\$16,000	\$4,000	\$40,000	19%
V	Program Development & Maintenance	\$11,875	\$2,969	\$11,875	\$2,969	\$29,688	14%
VI	Transit	\$10,000	\$2,500	\$10,000	\$2,500	\$25,000	12%
<b>Total</b>		<b>\$85,000</b>	<b>\$21,250</b>	<b>\$85,000</b>	<b>\$21,250</b>	<b>\$212,500</b>	<b>100%</b>

## SCHEDULING

Tracking of tasks contained within the RPWP will occur in several different ways. When a task includes an outside consultant the reporting will be done by progress reports or technical memos, as a provision of the contract. Consultant services could include special studies, modeling, or analysis. All other tasks will be tracked by quarterly planning reports, with the exception of when a task has been completed.

Individual tasks and their estimated time of completion and tracking schedules can be found in Tables II and III (see below).

**Table II - Tracking of Tasks**

ID	Category	PLANNING FACTORS											Estimated Completion	Tracking Schedule*	
		Economic Vitality	Safety	Security	Accessibility and Mobility	Environment, Energy Conservation, Economic Development	Integration and Connectivity	System Management and Operation	System Preservation	Mitigate Stormwater Impacts	Enhancing Travel and Tourism	System Resiliency and Reliability			
I	Program Administration														
I A	General Administration	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
I B	Governmental Relations	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
I C	RPWP Maintenance and Dev	X	X	X	X	X	X	X	X	X	X	X	X	March-20	Quarterly Report
II	Planning – Model Maintenance														
II A	Windshield Survey Schedule	X	X		X	X	X	X	X	X	X	X	X	Completed	Quarterly Report
II B	Land Use Data	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
II C	Geographic Information Systems	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III	Special Area Studies/Projects														
III A	Technical Assistance and Travel	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III B	Human Services Coordination	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
IV	Plan Development														
IV A	Rural LRTP	X	X	X	X	X	X	X	X	X	X	X	X	Completed	Quarterly Report
IV B	Public Participation Process	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
IV C	Title VI Requirements	X	X		X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
V	Program Development/Maintenance														
V A	Rural TIP	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
V B	Intersection Improvement Program	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	Quarterly Reports
VI	Transit														
	Transit	X	X	X	X	X	X	X	X	X	X	X	X	Continuously	Quarterly Reports

**Table III - Milestones & Deliverables**

ID	Milestones & Deliverables	Summer 2021	Fall 2021	Winter 2021	Spring 2022	Summer 2022	Fall 2022	Winter 2022	Spring 2023	Estimated Completion	Tracking Schedule*
I	Program Administration										
I A	BOD, RTCC, Meeting Notices and Summaries	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
I A	Financial records and Quarterly Report	X	X	X	X	X	X	X	X	Oct / Jan / Apr / June	
I B	Maintain project specific electronic and paper files	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
I C	Update <a href="http://www.wrcog.org">www.wrcog.org</a> website content	X	X	X	X	X	X	X	X	Continuous	
I D	Develop draft 2022-2023 RPWP						X	X	X	July	Board Approval
II	Land Use Maintenance										
II A	Windshield Survey Schedule			X	X	X	X			Completed	Quarterly Report
II B	Land Use Data	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
II C	Geographic Information Systems	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III	Special Area Studies/Projects										
III A	Technical Training and Travel	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III B	Rural TCC	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III C	Technical Assistance	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III D	Transit Planning Assistance	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III E	Human Service Coordination	X	X		X	X	X	X	X	Continuous	Quarterly Report
III F	Miscellaneous/Technical Assistance	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
III G	Other Activities	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
IV	Plan Development										
IV A	Rural LRTP	X	X	X	X	X	X	X	X	Late 2021/ early 2022	Quarterly Report
IV A	Maintain Rural LRTP	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
IV B	Long Range Plan Amendments	X	X	X	X	X	X	X	X	If needed	Quarterly Report
IV C	Evaluate Public Participation Process	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
IV D	Title VI Requirements	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
V	Program Development/Maint.										
V A	Maintain Rural TIP	X	X	X	X	X	X	X	X	Continuous	Quarterly Report
V B	Maintain Intersection Program	X	X	X	X	X	X	X	X	Continuous	Quarterly Reports
VI	Transit										
										When needed	When needed

\*This is a sample of milestones and deliverables that may or may not be attained. Other tasks and routine activities (for which specific deadlines may not be reasonably anticipated) are expected and will be continuous. This list is in no way meant to be comprehensive. Milestones and benchmarks will be tracked in Quarterly Reports and Technical Memos.

WACCAMAW REGIONAL COUNCIL OF GOVERNMENTS  
RURAL PUBLIC PARTICIPATION POLICY

The following points catalog the main objectives of the Rural Public Participation Policy. All activities are to adhere to the regulations and guidelines that are more specifically outlined in the Rural Public Participation Policy document.

Copies of the proposed changes or additions to any Rural Transportation Improvement Program or Rural Long Range Transportation Plan (LRTP) will be available for review and comment for a minimum of thirty (30) days.

Copies of the updated Rural Public Participation Plan (PPP) must be available for the public's review for a minimum of forty-five (45) days and Title VI/Environmental Justice/ADA Plan must be available for the public's review for a minimum of thirty (30) days.

Copies of the proposed changes will be placed in the offices of representative governmental agencies within the WRCOG area. Effort will be made to place copies in other public places, i.e. (libraries and public transportation providers) and to make copies available to interested civic organizations or private groups.

Locations and dates for review of any program changes will be advertised in newspapers throughout the WRCOG area. Local media outlets will be asked to run announcements.

Public forums will be held in the region. All forums will be advertised as established in the Rural PPP.

All relevant comments received will be summarized and the summaries distributed to all WRCOG Board of Directors and Rural Technical Committee members for their review.

A Rural Technical Committee meeting will be held to discuss public comments received and to consider any program changes.

A Board of Directors meeting will be held to review the proposed changes and to consider their adoption.