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October 7, 2019

The Honorable Mark Hammond, Secretary of State  
1205 Pendleton Street, Suite 525  
Columbia, South Carolina 29201  
*Via Email*

RE: Follow-up to September 27, 2019, Subcommittee Meeting

Dear Secretary Hammond:

The Executive Subcommittee appreciates your office's continued partnership in the oversight process. As follow-up to the September 27, 2019, meeting, we seek some additional information. Please provide this information by Wednesday, October 23, 2019.

### ***Investigations***

1. How, if at all, does the Secretary of State's Office (SoS) work, including, but not limited to sharing information, with the Department of Consumer Affairs in identifying counterfeit goods and combatting counterfeit trafficking?

### ***Webinars - Notary Public and Raffle***

2. How many views has the SoS had of each of its webinars (e.g., notary public, raffle, etc.) each of the last three years?
3. How much did it cost to produce each webinar on the SoS's website?
4. Did SoS collaborate or seek advice from any other agencies on producing a webinar (e.g., ETV)?
5. What pros and cons has the SoS seen from utilizing a webinar for training? Is there any advice the SoS would provide other state entities who are considering utilizing webinars?

***Boards and Commissions***

6. How, other than publication on its website, does the SoS publicize information to stakeholders about board and commission expired terms and/or holdover positions (e.g., SoS publicizes information about charities through identification of angels and scrooges)?
7. Does the SoS view an email with the appointment, election, resignation, or vacancy in a board or commission membership sufficient to satisfy the “written notification” requirement of S.C. Code Section 1-1-1310?

***Counties, Municipalities, and Special Purpose Districts***

8. What is the SoS’s understanding of why all county register of deed offices in the state do not accept electronic records? What are the benefits/cost savings to an individual taxpayer, to a county, and to the state, of county register of deed offices accepting electronic records?
9. Does the SoS maintain a list of all municipalities on its website? If so, what additional information about each municipality is included on the SoS website?
10. Does the SoS maintain a list of all special purpose districts on its website? If so, what additional information about each special purpose district is included on the SoS website?

***Online Searches***

11. Is the SoS able to sort data about boards, commissions, special purpose districts, or other appointed positions by the elected official and/or delegation responsible for appointing the position? If so, would SoS have any concerns about providing this information to each elected official at the start of each year and publishing the information in a searchable format on its website?
12. Is the SoS able to maintain data on the number of times, or length of time, an elected official and/or delegation responsible for appointing positions has left different positions vacant (e.g., Identify angel or scrooge appointing entities)? If so, would SoS have any concerns about providing this information to each elected official at the start of each year and publishing the information in a searchable format on its website?
13. Is the SoS able to sort data about boards, commissions, special purpose districts, or other appointed positions by whether there are minimum qualifications to serve in the position?

***Employment Agencies***

14. Does the SoS work, including, but not limited to sharing information, with the Department of Employment and Workforce in regards to employment agencies or private personnel placement services, or in regards to anything else?

***South Carolina Business One Stop (SCBOS)***

15. What is the current status of SCBOS’s operations and what is the SoS’s involvement, if any?

***Small and Minority Business Contracting and Certification (SMBCC)***

16. For how many years has the SoS met its agency goal in regards to SMBCC?

***Online Filing***

17. As an agency success the SoS states, as of August 1, 2019, the adoption rate of online filing is 77.4% and for certificates and document requests it is 97.8%. What was the adoption rate as of this date each of the last two years?
18. Please provide the costs for searching and obtaining electronic records for each of the last three years.

In responding to these questions, please remember the Committee's expectations, which are provided in the Committee's Standard Practice 9. The Subcommittee looks forward to working collaboratively with your office during the oversight process. Thank you and your team for your service to the people of South Carolina.

Sincerely,



Gary E. Clary  
Subcommittee Chair

cc: Executive Subcommittee