

The background features a faint, circular seal of the State of South Carolina. The seal contains a central figure, likely a personification of Liberty or Justice, surrounded by a wreath. The outer ring of the seal contains the text "OFFICE OF THE ATTORNEY GENERAL" at the top and "STATE OF SOUTH CAROLINA" at the bottom, with two stars on either side.

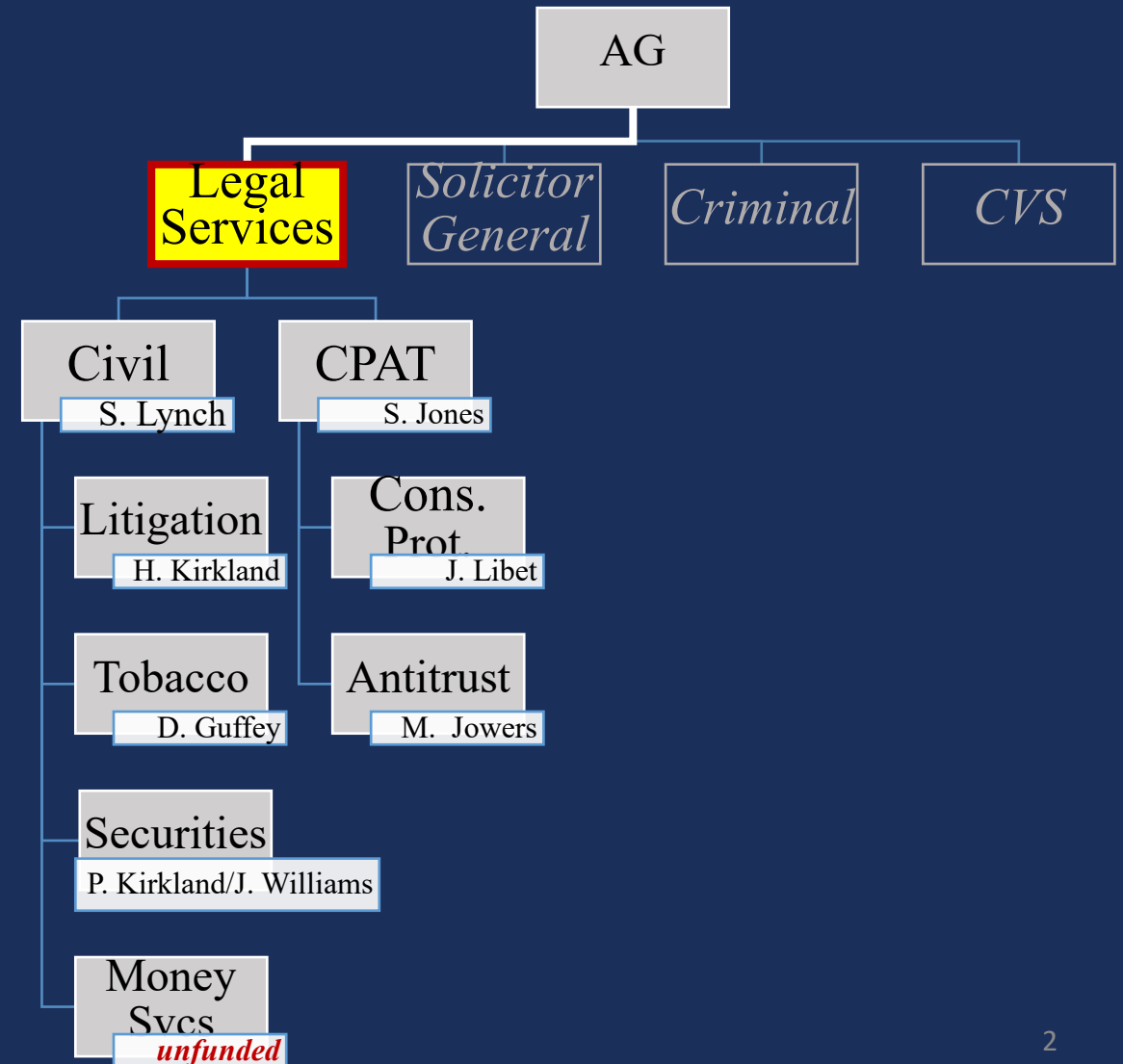
LEGAL  
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DIVISION



# LEGAL SERVICES

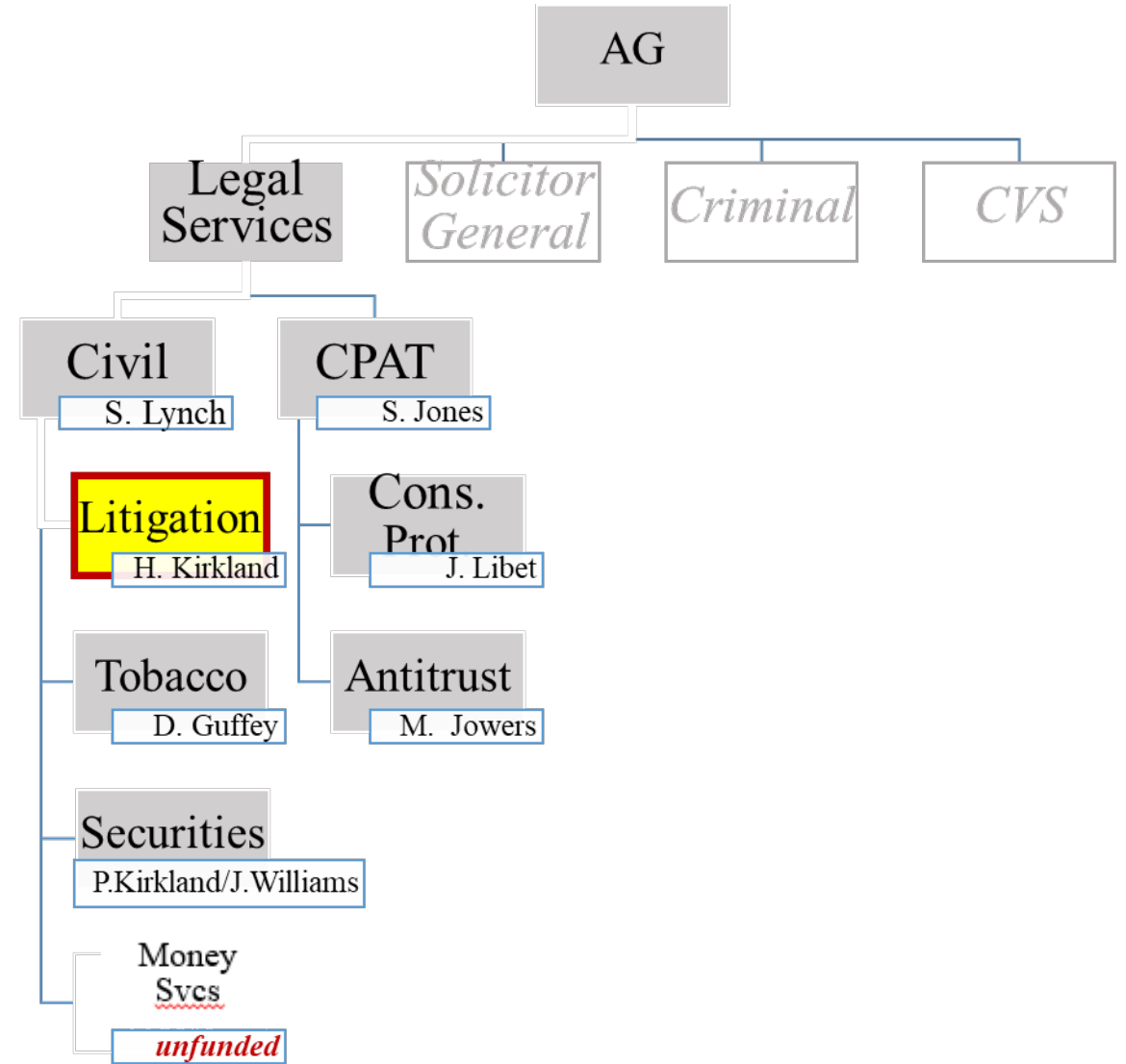
Legal Services is commonly referred to as the Civil Division.

There are very distinct functions for Litigation, Tobacco, Securities, Money Services, and CPAT sections.





# Civil Litigation Section



# Personnel

	Turnover	Number of Employees	
		Leave unit during year	In unit at end of year
2016-17	0%	0	6
2017-18	0%	0	6
2018-19	33.3%	2	6
2019-20	33.3%	2	6

Note:

- FY 2019:
  - 2 employees left to work outside state government
- FY 2020:
  - 1 employee left to work outside state government
  - 1 employee retired

## *Exit interviews or surveys conducted?*

2016-17	No
2017-18	No
2018-19	Yes
2019-20	Yes

## *Employee satisfaction tracked?*

2016-17	No
2017-18	Yes
2018-19	No
2019-20	No

# Overview

General Civil Litigation provides the State with superior representation as the “go to” area for novel legal issues and handles matters in the following areas:

## Represent the State

**Service #1** – Represent the state, including where required or appropriate, state employees, agencies, judges, and other court officials in general civil litigation

**Service #2** – Monitor cases handled by the Insurance Reserve Fund in which the state (i.e., state employees, agencies, judges, and other court officials), may have an interest

**Service #3** – Uphold statutory requirements for sex offender registration

**Service #4** – File pleadings to preserve State’s interest in mortgage foreclosures where the State has a lien

**Service #12** – Maintain actions to enjoin use of unpermitted river shacks

## Provide Impartial Legal Advice

**Service #5** – Serve as committee attorney for State Employee Grievance Committee hearings

**Service #6** – Conduct extradition hearings, when needed

**Service #11** – Serve as Securities Hearing Officer, when needed

## Agencies must consult AG

**Service #7** – Review state agencies’ Form 1 requests to hire outside counsel

**Service #8** – RSIC consult AG on engagements to hire attorneys on fee basis

## Bonds

**Service #9** – Issue opinion letters in connection with bond issuances by the State

**Service #10** – Review employee and agency fiduciary bonds and revenue bonds

## Provide services to specific agencies

**Service #13** – Enforce marketing orders at request of Agriculture Commission and Commodity Board

**Service #18** – Provide services to Savannah River Maritime Commission

**Service #19** – Provide services to S.C. Conservation Bank Board

## Notify Agencies about the following:

**Service #14** – Foreclosures in which they may have interest

**Service #15** – Bankruptcies in which they may have interest (notify MMO)

**Service #16** – Lawsuits in which agency is a party

**Service #17** – Verified tort claims (notify IRF)

## Other...

**Service #30** – FOIA requests

No related service # - Civil asset forfeitures

No related service # - Easements granted by the Department of Administration

REPRESENT THE STATE



# Monitor Cases

(Agency Service #2)

In cases handled by the Insurance Reserve Fund (IRF)

- Monitor cases filed against the Attorney General’s Office.
- Monitor cases filed against other agencies, judges, etc. in which they have requested the Attorney General’s Office monitor

Note: IRF provides state agencies insurance coverage for certain tort claims and appoints private defense attorneys to represent

Does law require it:	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No  Assoc. Laws: State Constitution Article 5, Section 24	Ensure cases are handled appropriately and the State can become involved in cases with an interest, if necessary	The State, state employees, agencies, departments, judges, and court officials	Cases primarily handled by the Insurance Reserve Fund or cases being monitored in which the State or state entity may need to be involved in	2016-17	56.00	\$485.05	0.24	\$27,163.04	0.14%
				2017-18	67.00	\$433.16	0.25	\$29,021.43	0.05%
				2018-19	15.00	\$2,096.54	0.26	\$31,448.14	0.05%
				2019-20	25.00	\$1,903.20	0.28	\$47,579.94	0.06%



# Sex Offender Registry Cases

(Agency Service #3)

- Represent the State when individuals file lawsuits to circumvent the statutory requirements for sex offender registration (e.g., registering for life)
- Some of these cases are filed pursuant to *Thompson v. State* (415 S.C. 560), which allows individuals convicted of kidnapping to have a hearing to determine if the kidnapping was sexual in nature.

Does law require it:	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	To uphold the Sex Offender Registry Act which was implemented to protect communities and aid law enforcement. (Section 23-3-400)	The State, the South Carolina Law Enforcement Division, and the public	Cases concerning whether individuals must register as a sex offender or remain on the sex offender registry	2016-17	13.00	\$4,357.41	0.44	\$56,646.37	0.29%
				2017-18	8.00	\$7,198.42	0.45	\$57,587.32	0.10%
Assoc. Laws: Section 23-3-400 et seq.				2018-19	12.00	\$4,812.47	0.39	\$57,749.60	0.09%
				2019-20	11.00	\$6,047.34	0.25	\$66,520.79	0.09%

# Mortgage Foreclosure Cases

(Agency Service #4)

- Typically, an agency has a lien and the individual filing the foreclosure mistakenly lists the State instead of the individual agency.
- Example:
  - Department of Probation, Parole, and Pardon has a lien because of a judgment on restitution owed by an offender
- To ensure a state agency does not lose its interests in a lien, the Attorney General files an answer and/or helps ensure the state agency is properly added to the matter

Does law require it:	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	Ensure liens held by the State or Agencies are protected if there are surplus funds	The State	Mortgage foreclosure cases in which the State asserts an interest	2016-17	59.00	\$532.89	0.22	\$31,440.35	0.16%
Assoc. Laws: State Constitution Article 5, Section 24				2017-18	41.00	\$841.27	0.24	\$34,491.91	0.06%
				2018-19	11.00	\$2,740.50	0.20	\$30,145.51	0.05%
				2019-20	17.00	\$4,487.50	0.29	\$76,287.57	0.10%

PROVIDE IMPARTIAL LEGAL ADVICE

# Committee Attorney for the State Employee Grievance Committee

(Agency Service #5)

## Background

- Most state employees are not at will and to suspend or terminate them requires certain procedures. Employees can grieve those decisions to the State Employee Grievance Committee if they believe the proper steps did not occur.
- Committee attorney does not represent the employee or agency involved in the hearing

## Service

- Committee attorney responsibilities include:
  - determining order and relevance of testimony and appearance of witnesses
  - ruling on all motions and all legal issues
- Committee attorney may also do the following:
  - assist the committee in the preparation of its findings of fact, statements of policy, and conclusions of law.
  - be present during the committee's deliberations on its decision (but only upon the request of the presiding officer)

Note: Parties are bound by the decisions of the committee chairman or a designee or the committee attorney, insofar as these hearings are concerned.

Does law require it: Yes	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
Assoc. Laws: Section 8-17-340	Rule on motions and legal issues and provide legal advice to the State Employee Grievance Committee as requested.	South Carolina Employee Grievance Committee	Employee	2016-17	14.00	\$1,137.19	0.15	\$15,920.61	0.08%
			Grievance	2017-18	15.00	\$1,410.00	0.15	\$21,149.97	0.04%
			Hearings	2018-19	7.00	\$3,071.36	0.14	\$21,499.53	0.03%
				2019-20	6.00	\$5,266.80	0.14	\$31,600.79	0.04%

# Conduct Extradition Hearings When Needed

(Agency Service #6)

## Background:

- When another state requests S.C. return an individual to that state for criminal charges pending in that state, S.C. Governor can request the Attorney General's Office conduct a hearing if the individual does not want to return to the other state.
  - Individuals can waive the hearing and voluntarily be returned

## Service:

- Conduct informal hearings and write recommendation letters to the Governor
  - AG personnel must take an oath that they will fairly and impartially conduct the hearing and report the testimony and their recommendations to the Governor
- Not all files have a hearing or require a recommendation letter. Sometimes the fugitive will sign a waiver agreeing to return to the requesting state, eliminating the need for a hearing. Sometimes the fugitive will have been released on bond and will not attend the hearing.

Does law require it: No

Assoc. Laws: Section 17-9-50; Section 17-11-80; 18 U.S.C.A. §3182

Purpose:

Provide individuals an opportunity to state why they believe they should not be extradited, and provide a recommendation letter to the Governor

Customers:

The Governor of the State of South Carolina

Single Unit:

Extradition cases received from SLED and the Governor

	<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
2016-17	30.00	\$546.58	0.19	\$16,397.39	0.08%
2017-18	37.00	\$452.03	0.16	\$16,724.93	0.03%
2018-19	36.00	\$484.62	0.15	\$17,446.26	0.03%
2019-20	37.00	\$717.55	0.17	\$26,549.32	0.03%

# Conduct Securities Hearings When Requested

(Agency Service #11)

## Background:

- When an individual who receives pleadings from the AG's Securities section (e.g., cease and desist), the individual can request a hearing.
- When the hearing is requested, an attorney from the General Civil Litigation section may be appointed as the Securities Hearing Officer.
- The Attorney General is the Securities Commissioner in S.C.

## Service:

- Conduct actions needed as Securities Hearing Officer in securities enforcement actions
- Often cases settle after appointment as Securities Hearing Officer and prior to the hearing date.

Does law require it: Yes	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
Assoc. Laws: Section 35-1-306; Section 35-1-601	Provide a review process when orders issued by the Securities Commissioner are challenged.	The State of South Carolina (the public)	Appointments as Securities Hearing Officer(Note: Case may settle after appointment and prior to the hearing)	2016-17	3.00	\$1,207.25	0.03	\$3,621.75	0.02%
				2017-18	2.00	\$1,621.50	0.03	\$3,242.99	0.01%
				2018-19	1.00	\$1,293.33	0.01	\$1,293.33	0.00%
				2019-20	0.00	0	0.01	\$1,460.31	0.00%

# File Action to Enjoin Use of River Shacks

(Agency Service #12)

Background:

- River Shacks are not boats nor house boats. They are unpermitted structures.

Service:

- Maintain an action to enjoin the use of the unpermitted structure and seek an order from the court that the unpermitted structure be removed

Note: In the House Legislative Oversight Committee’s Study of Department of Natural Resources, the Committee recommended repeal of the associated law, as recommended by DNR (see Recommendation #90)

Does law require it: No	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
Assoc. Laws: Section 49-30-70	Maintain an action to enjoin the use of the unpermitted structure and seek an order form the court that the unpermitted structure be removed.	S.C. Department of Natural Resources	River shack cases received from the Department of Natural Resources	2016-17	0.00	0	0.00	\$0.00	0.00%
				2017-18	0.00	0	\$0.00	0.00%	
				2018-19	0.00	0	\$0.00	0.00%	
				2019-20	0.00	0	\$0.00	0.00%	

# CONSULT WITH AGENCIES



## Review and Make Decisions on Form 1 requests for outside counsel

- Review and take action on agency Form 1 requests to engage outside counsel
- These were discussed in the prior presentation on “Hiring Internal Attorney Employees and Outside Counsel”

## Review Retirement System Investment Commission Outside Attorney Information

- Prior to new law going into effect on July 1, 2017, RSIC was required to utilize Form 1s. (Therefore, no notices were received in FY16)
- Under new law, RSIC must consult with AG, but is not required to obtain formal approval. Additionally, RSIC must provide regular reports to the AG, which is not required of agencies using Form 1s.

### Agency Service #7: Review and Make Decisions on Form 1 requests for outside counsel

				<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>	
Does law require it: Yes Assoc. Laws: Section 1-7-170	Purpose: Ensure departments and agencies enter into appropriate fee agreements with attorneys	Customers: Departments and State Agencies	Single Unit:	2016-17	816.00	\$99.31	0.79	\$81,035.00	0.41%
			Received Form	2017-18	922.00	\$95.83	0.58	\$88,352.69	0.15%
			1s	2018-19	1,061.00	\$100.26	0.76	\$106,370.75	0.16%
				2019-20	1,281.00	\$150.74	0.72	\$193,103.91	0.25%

### Agency Service #8: Review Retirement System Investment Commission Outside Attorney Information

				<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>	
Does law require it: Yes Assoc. Laws: Section 9-16-315	Purpose: Allow the Investment Commission to engage attorneys on a fee basis in consultation with the Attorney General	Customers: C. Retirement System Investment Commission	Single Unit:	2016-17	0.00	0	0.01	\$2,401.70	0.01%
			Engagement	2017-18	26.00	\$51.12	0.01	\$1,329.19	0.00%
			Notices Received	2018-19	27.00	\$50.47	0.01	\$1,362.56	0.00%
				2019-20	37.00	\$842.26	0.01	\$31,163.55	0.04%

# REVIEW BONDS

# Issue Bond Letters

(Agency Service #9)

## Background:

- Certain information must be submitted to the Budget and Control Board\* to secure approval of the following:
  - a proposal to issue industrial revenue bonds, pollution control bonds, or hospital revenue bonds OR
  - issue and sale of bonds or notes (hereafter bonds) by a city, county or regional housing authority to finance multifamily housing projects
- Prior to Budget and Control Board approval of a proposal, some of those documents must be reviewed and found legally adequate by the Office of the Attorney General (e.g., the resolution/ordinance, the petition, the inducement resolution or comparable preliminary approval, if any, the proposed Board resolution, and any required certificate)

## Service:

- Issue letters in connection with certain bond issuances such as whether the bonds comply with the applicable statutes and regulations

\*Note: S.C. Code of Regulations Chapter 19 appears to remain titled and applicable to the now defunct Budget and Control Board.

Does law require it:	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	Provide information to the State Fiscal Accountability Authority with regard to legal adequacy of certain documents	State Fiscal Accountability Authority	Bond opinion letters written	2016-17	38.00	\$198.48	0.07	\$7,542.27	0.04%
Assoc. Laws: State Constitution Article 5, Section 24; Regulations 19-102.03 and 19-104.02				2017-18	10.00	\$695.39	0.05	\$6,953.86	0.01%
				2018-19	15.00	\$410.81	0.04	\$6,162.19	0.01%
				2019-20	3.00	\$6,505.02	0.07	\$19,515.07	0.03%

# Review Employee and Agency Fiduciary Bonds

(Agency Service #10)

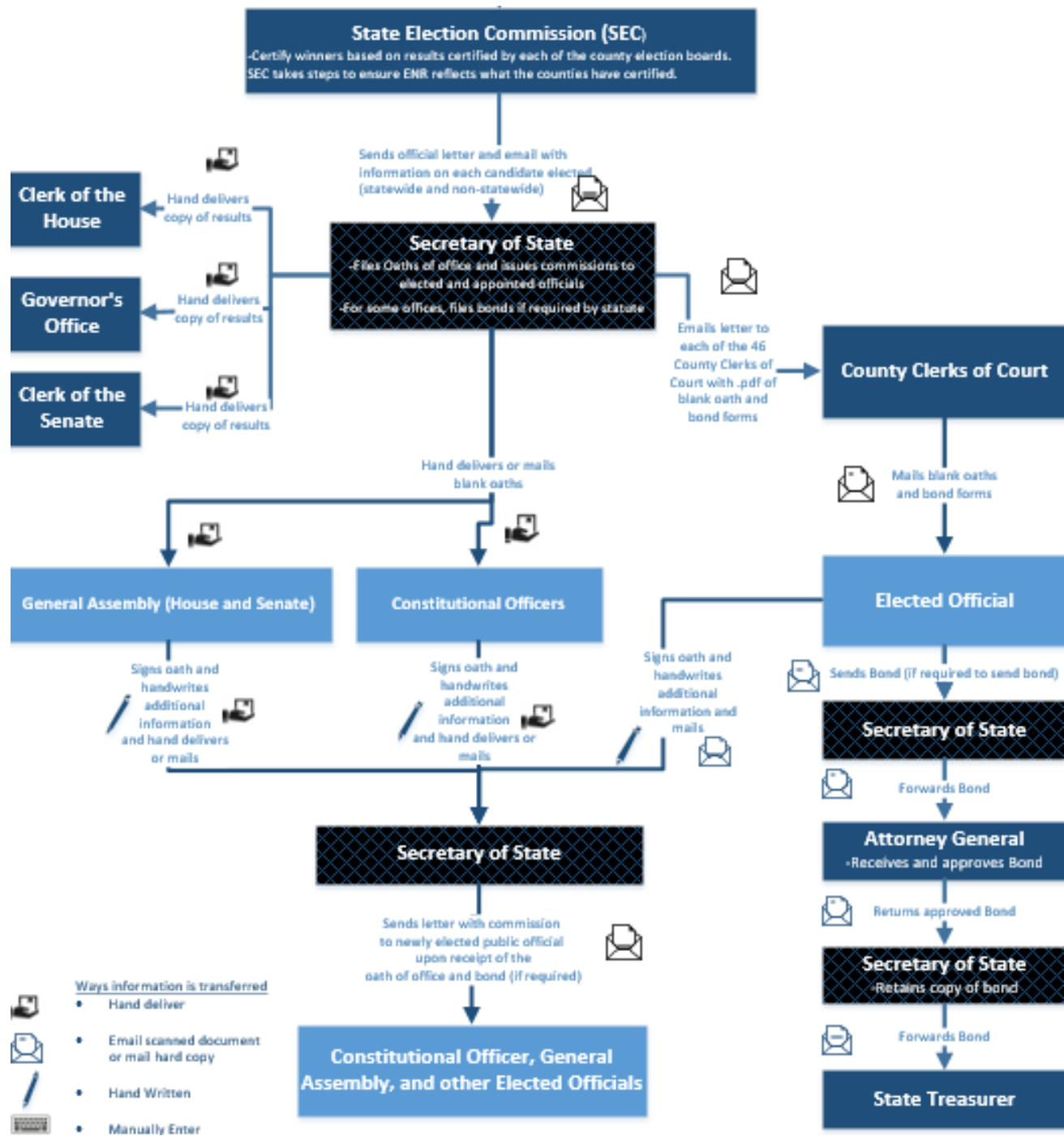
## Background:

- Statute requires certain agency and government positions obtain bonds to cover losses from breach of those individual's fiduciary duty.
  - Includes statewide and local positions (e.g., sheriff, special state constable, etc.)
  - Note: Agencies have moved from obtaining individual bonds for multiple people to blanket bonds that cover the entire agency.

## Service:

- Review employee and agency fiduciary bonds when received they are in the proper form and signed by the appropriate parties

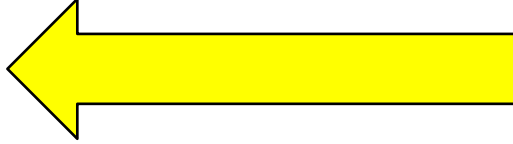
Does law require it: Yes	Purpose:	Customers:	Single Unit: Bonds reviewed	<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
Assoc. Laws: Section 8-3-130; Section 8-3-140	Approve the form and execution of the bonds. This provides the necessary legal review to ensure the bond covers the liability for which the State is seeking protection	Secretary of State	2016-17	69.00	\$64.53	0.02	\$4,452.47	0.02%
			2017-18	30.00	\$144.46	0.02	\$4,333.67	0.01%
			2018-19	56.00	\$75.98	0.02	\$4,255.03	0.01%
			2019-20	45.00	\$432.91	0.06	\$19,481.09	0.03%



- Below is a chart from the Committee's study of the Secretary of State's Office.

- The arrow shows where the Attorney General fits in the process.

- Some are received electronically signed (e.g., typically the blanket agency bonds) and some are hard copy.



- The Attorney General only reviews ones it receives. It does not investigate whether it is receiving all that are to be sent to the Attorney General.

PROVIDE SERVICES TO SPECIFIC AGENCIES



# Provide Services to Savannah River Maritime Commission

(Agency Service #18)

## Background

- Commission was established by statute to represent the State in all matters pertaining to the navigability, depth, dredging, wastewater and sludge disposal, and related collateral issues in regard to the use of the Savannah River as a waterway for ocean-going container or commerce vessels.

## Service

- Provide professional services for the Savannah River Maritime Commission as required by statute
  - Annual Proviso authorizes expenditure for litigation expenses related to the Commission.
  - Form 1 approved.

Does law require it: Yes	Purpose: Provide professional and clerical services for the commission	Customers: Savannah River Maritime Commission	Single Unit: Approximate hours of service provided including attending meetings, reviewing documents, and giving legal advice		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
Assoc. Laws: Section 54-6-10				2016-17	104.00	\$100.04	0.05	\$10,404.14	0.05%
				2017-18	104.00	\$103.29	0.05	\$10,742.64	0.02%
				2018-19	104.00	\$104.13	0.05	\$10,829.67	0.02%
				2019-20	82.16	\$71.25	0.02	\$5,854.14	0.01%



# Provide services to S.C. Conservation Bank Board

(Agency Service #19)

- For a limited number of years, within a limited scope of work, agreed to provide services to the South Carolina Conservation Bank Board
  - Example: Attend board meetings, provide general corporate support, consulted as to when the S.C. Conservation Bank Board probably should engage outside counsel
- The Attorney General's Office began assisting the South Carolina Conservation Bank Board in FY17. The Conservation Bank Board now has a licensed attorney on staff.

Does law require it:	Purpose:	Customers:	Single Unit:	<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>	
No	Advise the South Carolina Conservation Bank Board in carrying out certain of their duties. That entity does not have in house counsel nor a budget for hiring an attorney, so the Agency serves those general purposes.	South Carolina Conservation Bank Board	Meetings attended	2016-17	0.00	0	0.00	\$0	0.00%
				2017-18	4.00	\$1,382.95	0.03	\$5,531.80	0.01%
				2018-19	3.00	\$1,849.45	0.03	\$5,548.35	0.01%
				2019-20	1.00	\$9,691.27	0.02	\$9,691.27	0.01%

Assoc. Laws: State Constitution Article 5, Section 24; Section 48-59-10

PROVIDE NOTICE TO AGENCIES

Whenever the State, or a state agency, is named in a lawsuit, the lawsuit must be served on the Attorney General, in addition to the state agency.

## Notify Agencies about Lawsuits

- Notify agencies of receipt of lawsuits in which the agency is a party

## Confirm Agencies are Notified about Foreclosures

- Confirm agencies have been served in foreclosures in which the agency is named
- When the State is named in the foreclosure, the Attorney General responds (see previous slides)

### Agency Service #16: Notify Agencies about Lawsuits

Does law require it:	Customers:	Purpose:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	State agencies	Inform agencies of lawsuits against them as well as attempted compliance with South Carolina Rule of Civil Procedure 4(d)(5).	Copies of litigation received and forwarded to agencies	2016-17	414.00	\$28.59	0.16	\$11,836.84	0.06%
Assoc. Laws: South Carolina Rule of Civil Procedure 4(d)(5)	Section does not track the number of customers served			2017-18	513.00	\$17.37	0.21	\$8,912.70	0.01%
				2018-19	502.00	\$25.69	0.19	\$12,897.82	0.02%
				2019-20	457.00	\$57.37	0.17	\$26,218.83	0.03%

### Agency Service #14: Notify Agencies about Foreclosures

Does law require it:	Customers:	Purpose:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	State agencies	Ensure agencies are aware of foreclosures in which they might have an interest.	Copies of foreclosure litigation received	2016-17	1,696.00	\$18.55	0.45	\$31,456.66	0.16%
Assoc. Laws: State Constitution Article 5, Section 24	Section does not track the number of customers served			2017-18	1,507.00	\$18.71	0.49	\$28,192.70	0.05%
				2018-19	1,367.00	\$22.12	0.42	\$30,238.22	0.05%
				2019-20	1,042.00	\$34.52	0.32	\$35,969.74	0.05%

# Notify State Fiscal Accountability Authority's Division of Procurement Services about Bankruptcies

(Agency Service #15)

- When served with a bankruptcy, the Attorney General's Office sends the following information to Materials Management Office (MMO):
  - Case name
  - Last four digits of person's social security number or federal ID, if it is a company (this information is in the bankruptcy pleading)
- MMO determines if the individual or company has a contract with a state agency. If so, MMO sends the bankruptcy information to the applicable agency

Does law require it: No	Purpose: Allow agencies to determine if they need to file a proof of claim to attempt to recover any interest they may have.	Customers: State Agencies	Single Unit: Bankruptcy cases collated from bankruptcy mail received by the office and sent to Materials Management Office		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
				2016-17	1,019.00	\$35.24	0.47	\$35,909.13	0.18%
				2017-18	1,234.00	\$31.26	0.60	\$38,579.12	0.06%
				2018-19	1,107.00	\$33.39	0.47	\$36,957.94	0.06%
				2019-20	1,443.00	\$42.75	0.38	\$61,688.11	0.08%

Assoc. Laws: State  
Constitution Article 5, Section  
24

# Notify State Fiscal Accountability Authority's Insurance Reserve Fund about Verified Tort Claims

(Agency Service #17)

## Background:

- Individuals have the option to file a verified claim before filing a lawsuit, to extend the statute of limitations
- Whenever a verified claim is filed, it must be filed with SFAA or the applicable agency. If the applicable agency is unknown or in doubt, it should be sent to the Attorney General.

## Service:

- Notify the Insurance Reserve Fund when the Attorney General's Office receives verified tort claims

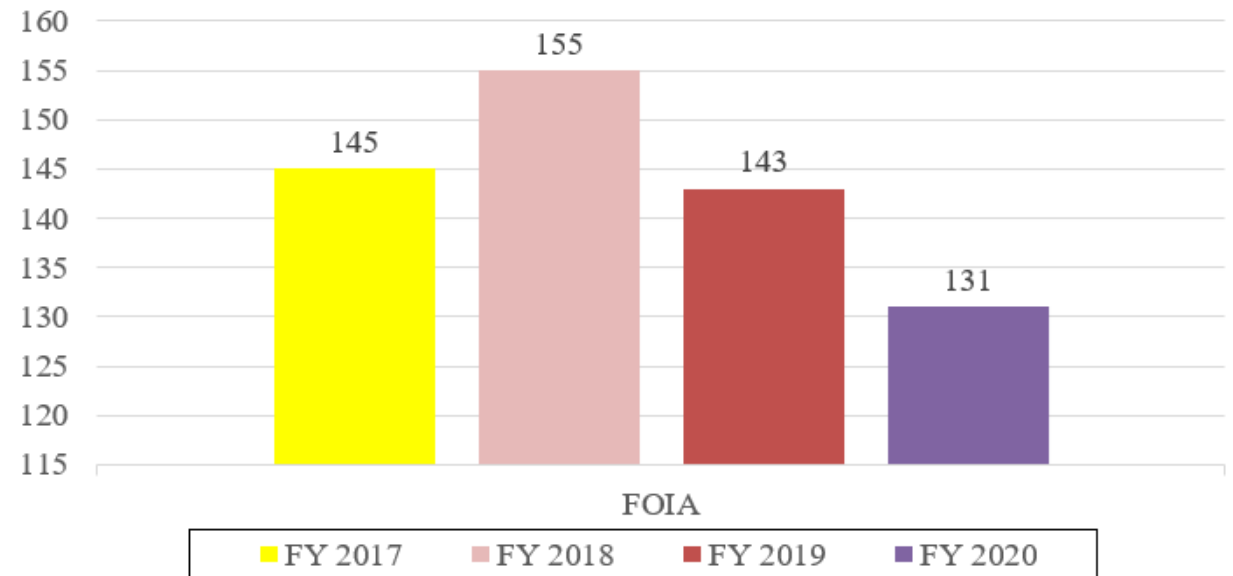
Does law require it:	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	Provide notice to the Insurance Reserve Fund of verified tort claims received by the Attorney General's Office.	Insurance Reserve Fund and State Agencies	Verified claims received and sent to the Insurance Reserve Fund	2016-17	53.00	\$111.51	0.07	\$5,910.17	0.03%
Assoc. Laws: Section 15-78-10 et seq.				2017-18	70.00	\$85.58	0.07	\$5,990.66	0.01%
				2018-19	62.00	\$112.09	0.07	\$6,949.33	0.01%
				2019-20	98.00	\$91.44	0.07	\$8,961.33	0.01%

# Respond to Freedom of Information Act (FOIA) requests

(Agency Service #30)

- Respond to Freedom of Information Act requests sent to the Attorney General's Office within the statutory time frame by reviewing requests, gathering responsive documents, applying exemptions and/or redactions, and generating correspondence accordingly.

## FOIA Requests Received



Does law require it:	Purpose:	Customers:	Single Unit:		Units provided	Cost per unit	Employee equivalents	Total Cost of service	% of total agency costs
Yes	Provide access to public records and meetings	SC citizens; other individuals; and entities	Response Letter with Responsive Public Records, if any	2016-17	145.00	\$761.52	0.73	\$110,420.36	0.56%
Assoc. Laws: Section 30-4-10 through -110				2017-18	155.00	\$613.48	0.73	\$95,090.05	0.16%
				2018-19	143.00	\$495.00	0.72	\$70,785.63	0.11%
				2019-20	131.00	\$684.19	0.72	\$89,629.40	0.12%

# Easements Granted by Department of Administration

(No Agency Service #)

## Background:

- Deeds or other instruments conveying rights of way or easements over marshlands or vacant lands owned by the State are
  - Executed by the Governor in the name of the State,
  - After authorization by the Department of Administration,
  - After approval of the State Fiscal Accountability Authority, and
  - After approval by the office of the Attorney General

## Service:

- Review and, when appropriate, approve easements over marshlands or vacant lands that are owned by the State

Does law require it: Yes	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
Assoc. Laws: Section 1-11-100	Review and ,when appropriate, approve easements over marshlands or vacant lands that are owned by the State	The State	Easements reviewed	2016-17	0	\$0	0.0	\$0	0.0%
				2017-18	1	0	0.0	\$0	0.0%
				2018-19	12	0	0.0	\$0	0.0%
				2019-20	8	0	0.0	\$0	0.0%

# Civil Asset Forfeitures

(No Agency Service #)

## Background:

- Most relate to State Grand Jury seizures and drugs
- Occasionally assist the State Law Enforcement Division

## Service:

- File actions for the confirmation of civil asset forfeitures

Does law require it:	Purpose:	Customers:	Single Unit:		<u>Units provided</u>	<u>Cost per unit</u>	<u>Employee equivalents</u>	<u>Total Cost of service</u>	<u>% of total agency costs</u>
No	Seek confirmation that seized assets should be declared forfeit	The State	Actions filed for confirmation of civil asset forfeitures	2016-17	N/A	\$0	0.0	\$0	0.0%
Assoc. Laws: Section 44-53-530				2017-18	N/A	0	0.0	\$0	0.0%
				2018-19	N/A	0	0.0	\$0	0.0%
				2019-20	N/A	0	0.0	\$0	0.0%