

South Carolina Office of Attorney General

Fiscal Year 2015



House Restructuring & Seven-Year Plan

RESTRUCTURING & SEVEN-YEAR PLAN

Insert Agency Name

Date of Submission: *Insert Date*

Please provide the following for this year's Restructuring and Seven-Year Plan Report.

	Name	Date of Hire	Email
Agency Director	Alan Wilson	January 12, 2011	AGWilson@scag.gov
Previous Agency Director	Henry McMaster	January 15, 2003	LtGovernor@scstatehouse.gov

	Name	Phone	Email
Primary Contact:	Adam Piper	803-734-3778	APiper@scag.gov
Secondary Contact:	Kimberly Buckley	803-734-3771	KBuckely@scag.gov

Is the agency vested with revenue bonding authority? (re: Section 2-2-60(E))	N
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I have reviewed and approved the enclosed 2015 Restructuring and Seven-Year Plan Report, which are complete and accurate to the extent of my knowledge.

Current Agency
Director
(Sign/Date):

(Type/Print Name): Alan Wilson, Attorney General

If applicable,
Board/Commission
Chair
(Sign/Date):

(Type/Print Name):

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EXECUTIVE SUMMARY

I. Executive Summary

A. Historical Perspective (See Appendix A)

South Carolina Attorney General's Office			
Ten Year Historical Perspective			
Agency Submitting Report	Year	Description of Restructuring that Occurred	Description of Major Change in Agency's Purpose or Mission
Attorney General's Office	2014	Moved Finance Department under Director of Administration	Restructure and streamline the agency's Administration Division to follow the lines of State's Department of Administration structure.
Attorney General's Office	2005	Addition of Medicaid Recipient Fraud Division	The Medicaid Recipient Fraud Unit of the South Carolina Attorney General's Office actively investigates and prosecutes Medicaid beneficiaries suspected of fraud and abuse.
Attorney General's Office	2014	Addition of SNAP Prosecution	Addition of the SNAP program to the office adds a focus on investigation and prosecution of food stamp fraud recipients in the State. This program is in partnership with SCDSS.
Attorney General's Office	2014	Addition of Human Trafficking Division	A section to combat Human Trafficking was initiated to fulfill a statutory need and address increasing concerns of human trafficking in the State.

B. Purpose, Mission and Vision (See Appendix B)

	South Carolina Attorney General's Office				
	Purpose, Mission and Vision				
Agency Submitting Report	Date Agency created	Purpose	Mission	Vision	Legal Standards Cross References
Attorney General's Office	Feb 5, 1698	The purpose of the Attorney General's Office is to serve as the State's Chief Attorney. Est. February 5, 1698	The mission of the Attorney General's Office is to serve the citizens of the State of South Carolina by providing legal representation of the highest quality to state government entities, by supporting the law enforcement communities and the legal and judicial branches through the legislative process, and by honorably and vigorously carrying out the constitutional and statutory responsibilities of the Attorney General. Est. 1983	The Office envisions itself as the first line of defense against those elements in society that flout its laws, prey on its citizens, and abuse its legal system. Est. 1983	Purpose: All Apply Mission: All Apply Vision: All Apply

C. Key Performance Measurement Results

The Legislative Oversight Committee seeks key performance measure processes from state agencies. The Office of the Attorney General (OAG) functions as the state's law firm. Some of the requested analysis is inapplicable to this office. Quantitative measures, comparative data, and business impacts can create operational and ethical issues. This is an explanation of the inapplicability in our major areas of responsibility.

The largest operational section of this office involves criminal matters. Unlike solicitors, our prosecution is state wide and we have no control over criminal dockets. We are reactive or responsive to the call of cases. This includes conflict of interest cases from the 16 circuits as well as our original jurisdiction cases. In State Grand Jury cases, the clerk of court is supported by our office but is answerable to the court, so our ability to quantify results potentially creates over-reach. Performance measures could create undue influence on prosecution decisions as outlined by the ABA rules of conduct for solicitors as to the decision to charge, relations with the grand jury, and disposition decisions. The mere establishment of such bench marks may undermine individual cases and lead to litigation from defense attorneys.

As with criminal prosecution, post-conviction case flow is largely out of our control. The number and type of cases are out of our control and dependent upon criminal conviction rates in the 16 circuits. Once received, a further limitation is placed upon the terms of court and the docketing process of the Court of Appeals and Supreme Court. The cases and issues literally differ in each case and quantifiable measures cannot equally be placed on simple possession and murder cases. This office also handles federal appeals Habeas Corpus cases, and we have even less ability to influence the flow of dockets.

Securities and civil litigation have a similar problem as criminal prosecution and litigation. Securities fines cannot be subject to a quota or pre-determined process goals without potentially violating individual rights to due process. Civil matters are dependent upon several factors, and any decision to pursue cases is based upon the impact to the state and its citizens, not the potential recovery.

For the reasons outlined herein, applying performance measures to the OAG potentially undermines professional conduct issues of the legal profession. As we operate like a law office, without the profit incentive, indicators as requested have adverse consequences. There are 50 different Attorney General Office structures, so there is no ready comparison available. Therefore, we request this office be recognized as a professional organization under limiting rules and the key performance measures not be applied.

ORGANIZATIONAL PROFILE

II. Organizational Profile

1. The agency's main deliverables
 - a. [See Appendix C](#)
2. The agency's key customers and their requirements and expectations;
 - a. [See Appendix D](#)

South Carolina Attorney General's Office				
Key Customers				
Agency Submitting Report	Item #	Customer Segments	Requirements/Expectations	Deliverables Cross References
Attorney General's Office	1	South Carolina State Agencies	Serve as South Carolina's Chief Prosecutor, Chief Legal Officer and Chief Securities Officer.	All Apply
Attorney General's Office	2	South Carolina Political Subdivisions	Serve as Chief Legal Officer and issue legal opinions.	All Apply
Attorney General's Office	3	Citizens of South Carolina	Protect the citizens of South Carolina by fair administration of the law; victims, who demand justice for the crimes committed against them.	All Apply
Attorney General's Office	4	Members of the S.C. General Assembly	Serve as Chief Legal Officer and issue legal opinions.	All Apply
Attorney General's Office	5	Local and County Officials	Issue legal opinions and represent officers of the state in litigation and all other civil and criminal matters.	Item 1, Item 24
Attorney General's Office	6	Law Enforcement and Judiciary Officers	Issue legal opinions and represent officers of the state in litigation and all other civil and criminal matters.	Item 1, Item 24
Attorney General's Office	7	Local, State and National Press	The office has a responsibility to reach out to the press to inform constituencies of services offered.	All Apply

3. The agency's key stakeholders (other than customers);

a. [See Appendix E](#)

South Carolina Attorney General's Office				
Key Stakeholders				
Agency Submitting Report	Item #	Stakeholder Group	Requirements/Expectations	Deliverables Cross References
South Carolina Attorney General	1	South Carolinians who are neither offenders nor victims of crimes but who have a stake in domestic peace and safety, rule of law and right order.	The Office of the Attorney General serves several constituencies (customers) – the people of the state, who expect to be protected by fair administration of the law; victims, who demand justice for the crimes committed against them; the solicitors, whose convictions are appealed by convicted offenders; law enforcement officers, who bring offenders to the bar of justice; and certain elected officials, who seek legal opinions from the Office. All of these customers need not be solicited. They come to the Attorney General's Office because they know it exists to serve them. However, through brochures, seminars, PSAs, and social media, the Office reaches out to customers and stakeholders who may not know the various services offered.	All Apply

4. Other state agencies which have the biggest impact on the agency's mission success;

a. [See Appendix F](#)

South Carolina Attorney General's Office				
Key Partner Agency Chart				
Agency Submitting Report	Agency w/ Impact on Mission Success	Partnership Arrangement Established	Performance Measures Routinely Reviewed Together	Major Program Areas Cross Reference
Attorney General's Office	South Carolina Department of Health and Human Services	AG's office investigates and prosecutes fraud committed by Medicaid recipients.	Monthly reports are reviewed identifying case statuses. An annual overview report is provided at the end of State fiscal year. In addition, regularly scheduled meeting are held between to the two agencies to discuss case statuses.	I. State Litigation
Attorney General's Office	South Carolina Law Enforcement Division (SLED)	Investigation of Securities Fraud and Insurance Fraud In the State	Investigation reviews	I. State Litigation, I.B. Securities Division
Attorney General's Office	Department of Social Services	Investigation and prosecution of food stamp fraud recipients in the State of South Carolina	Quarterly progress reports are completed in addition to a final report at the end of the project period.	I. State Litigation
Attorney General's Office	South Carolina Ethics Commission	South Carolina Attorney General's Office reviews matters for criminal prosecution. The Ethics Commission handles the criminal administration in these matters.	n/a	I. State Litigation
Attorney General's Office	South Carolina Department of Revenue	The Attorney General as Chief Prosecutor has to sign all indictment. The department if revenue conforms to Attorney General prosecution procedures.	n/a	I. State Litigation

1. The agency's performance improvement system(s);
The Attorney General's Office conducts an annual briefing with all Divisions to review performance. Additionally, an employee performance evaluation is conducted on all AGO State personnel annually.
2. The agency's organizational structure in flow chart format;
See attached Appendix G
3. Details about the body to whom the Agency Head reports;
 - a. Complete the Overseeing Body Chart. In the Excel document attached, there is a template to complete under the tab labeled, "Overseeing Body-General" and "Overseeing Body-Individual Member." This section is not applicable to the Office of Attorney General.
4. Please complete the Major Program Areas Chart. In the Excel document attached, there is a template to complete under the tab labeled, "Major Program Areas."
See Appendix H
5. Please identify any emerging issues the agency anticipates may have an impact on its operations in the upcoming five years.
The AGO defending the state from legislation that may be challenged in Federal court. Increase in expense of criminal prosecution and appeals. Increase in IT cost.

ORGANIZATIONAL PROFILE

III. Laws (Statutes, Regulations, Provisos)

This section asks for state and federal statutes, regulations and provisos ("Laws") which apply to the agency.

1. Please complete the Legal Standards Chart. In the Excel document attached, there is a template to complete under the tab labeled, "Legal Standards." In this Chart, please list all state and federal statutes, regulations and provisos that apply to the agency ("Laws"). The other specifics are included in the template.
See Appendix I

IV. Reports and Reviews

This section asks for information about reports the agency is required to submit to a legislative entity and the agency's internal review process.

1. Please complete the Agency Reporting Requirements Chart. In the Excel document attached, there is a template to complete under the tab labeled, "Agency Reporting Requirements." In this Chart, please list all reports, if any, the agency is required to make to a legislative entity. The specifics as to each report are included in the template.
See Appendix J

2. Please complete the Internal Audit Chart. In the Excel document attached, there is a template to complete under the tab labeled, "Internal Audits." **The Office of Attorney General does not have internal auditors at this time.**

RESTRUCTURING REPORT

V. Key Performance Measurement Processes

The Legislative Oversight Committee seeks key performance measure processes from state agencies. The Office of the Attorney General (OAG) functions as the state's law firm. Some of the requested analysis is inapplicable to this office. Quantitative measures, comparative data, and business impacts can create operational and ethical issues. This is an explanation of the inapplicability in our major areas of responsibility.

The largest operational section of this office involves criminal matters. Unlike solicitors, our prosecution is state wide and we have no control over criminal dockets. We are reactive or responsive to the call of cases. This includes conflict of interest cases from the 16 circuits as well as our original jurisdiction cases. In State Grand Jury cases, the clerk of court is supported by our office but is answerable to the court, so our ability to quantify results potentially creates over-reach. Performance measures could create undue influence on prosecution decisions as outlined by the ABA rules of conduct for solicitors as to the decision to charge, relations with the grand jury, and disposition decisions. The mere establishment of such bench marks may undermine individual cases and lead to litigation from defense attorneys.

As with criminal prosecution, post-conviction case flow is largely out of our control. The number and type of cases are out of our control and dependent upon criminal conviction rates in the 16 circuits. Once received, a further limitation is placed upon the terms of court and the docketing process of the Court of Appeals and Supreme Court. The cases and issues literally differ in each case and quantifiable measures cannot equally be placed on simple possession and murder cases. This office also handles federal appeals Habeas Corpus cases, and we have even less ability to influence the flow of dockets.

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RESTRUCTURING REPORT

V. Key Performance Measurement Processes (cont.)

C. Databases/Document Management

Database systems used by AGO are as follows:

- Sql
- Access
- File Maker Pro

Document Management Systems used by AGO are as follows:

- Worldox

D. Recommended Restructuring

Consider the process taken to review the agency's divisions, programs and personnel to obtain the information contained in response to all the previous questions in the Restructuring Report ("Process").

1. Yes or No, based on the information obtained and analysis performed during the Process, does the agency have any recommendations for restructuring (either that it could do internally or that would need the assistance of revised or new legislation) that would merge or eliminate duplicative or unnecessary divisions, programs, or personnel within each department of the agency to provide a more efficient administration of government services?
 - a. If yes, please provide the agency's suggestions.
Video teleconference of PCR hearings.

SEVEN-YEAR PLAN

VI. Seven-Year Plan

A. General

1. Yes or No, does the agency have a plan that provides initiatives and/or planned actions the agency will take during the next seven fiscal years that implement cost savings and increased efficiencies of services and responsibilities in order to continually improve its ability to respond to the needs of the state's citizens? **The Attorney General's Office does not have a seven-year restructuring plan at this time.**

SEVEN-YEAR PLAN

VI. Seven-Year Plan (cont.)

C. Additional Questions

1. What top three strategic objectives of the agency will have the biggest impact on the agency's effectiveness in accomplishing its mission? **Master technology to keep personnel cost down. Maintain low support personnel per attorney ratio. Drive down cost of outside council.**
2. What are the fundamentals required to accomplish the objectives? **Continue evolution of IT to avoid outlays of mass updates. Training and development of State personnel to preclude hiring of outside council.**
3. What links on the agency website, if any, would the agency like listed in the report so the public can find more information about the agency?

<http://www.scag.gov/>

4. Is there any additional information the agency would like to provide the Committee or public? **There is no additional information at this time.**
5. Consider the process taken to review the agency's divisions, programs and personnel to obtain the information contained in response to all the previous questions in the Restructuring Report and Seven-Year Plan ("Process"). State the total amount of time taken to do the following:
 - a. Complete the Process-**Approximately 6 hours**
 - b. Complete this Report-**Approximately 2 hours**

6. Please complete the Personnel Involved Chart. In the Excel document attached, there is a template to complete under the tab labeled, "Personnel Involved." Please list the name of all personnel at the agency who were consulted or performed work to obtain the information utilized when answering the questions in the Restructuring and Seven-Year Plan Report and their title and their specific role in answering the question (i.e., searched the agency documents, asked for information because they are in charge of the department, etc.).

See Appendix K

CHARTS APPENDIX

VII. Excel Charts

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**South Carolina Attorney General's Office
Similar Information Requested Chart**

Appendix A

Agency Submitting Report	Restructuring Report Question #	Name of Other Report	Section of Other Report	Entity Requesting Report	Freq. Other Report is Required
Attorney General's Office	II.8	Accountability Report	Major Program Area Template	Executive Budget Office	Annually
Attorney General's Office	11.6	Accountability Report	Executive Summary	Executive Budget Office	Annually
Attorney General's Office	III.1	Senate Seven Year Restructuring and Cost Savings Report	Restructuring	Senate	Annually
Attorney General's Office	V.D.1	Senate Seven Year Restructuring and Cost Savings Report	Cost Savings and Increased Efficiencies	Senate	Annually

**South Carolina Attorney General's Office
Ten Year Historical Perspective**

Appendix B

Agency Submitting Report	Year	Description of Restructuring that Occurred	Description of Major Change in Agency's Purpose or Mission
Attorney General's Office	2014	Moved Finance Department under Director of Administration	Restructure and streamline the agency's Administration Division to follow the lines of State's Department of Administration structure.
Attorney General's Office	2005	Addition of Medicaid Recipient Fraud Division	The Medicaid Recipient Fraud Unit of the South Carolina Attorney General's Office actively investigates and prosecutes Medicaid beneficiaries suspected of fraud and abuse.
Attorney General's Office	2014	Addition of SNAP Prosecution	Addition of the SNAP program to the office adds a focus on investigation and prosecution of food stamp fraud recipients in the State. This program is in partnership with SCDSS.
Attorney General's Office	2014	Addition of Human Trafficking Division	A section to combat Human Trafficking was initiated to fulfill a statutory need and address increasing concerns of human trafficking in the State.

**South Carolina Attorney General's Office
Purpose, Mission and Vision**

Appendix C

Agency Submitting Report	Date Agency created	Purpose	Mission	Vision	Legal Standards Cross References
Attorney General's Office	Feb 5, 1698	The purpose of the Attorney General's Office is to serve as the State's Chief Attorney. Est. February 5, 1698	The mission of the Attorney General's Office is to serve the citizens of the State of South Carolina by providing legal representation of the highest quality to state government entities, by supporting the law enforcement communities and the legal and judicial branches through the legislative process, and by honorably and vigorously carrying out the constitutional and statutory responsibilities of the Attorney General. Est. 1983	The Office envisions itself as the first line of defense against those elements in society that flout its laws, prey on its citizens, and abuse its legal system. Est. 1983	Purpose: All Apply Mission: All Apply Vision: All Apply

South Carolina Attorney General's Office Key Deliverables								
Appendix D								
Agency Submitting Report	Item #	Deliverable (i.e. product or service)	Three Most Significant (#1, #2, #3)	Primary Method of Delivery	What can be done to reduce the general public and/or other agencies initial need for this deliverable? (i.e. preventive measures before the citizen or agency needs to come to the agency)	What can be done to reduce the general public and/or other agencies need to return for this deliverable? (i.e. preventive measures to ensure they do not need to come back to the agency for this service or product after already receiving it once)	If deliverable is identified as one of the three most significant, what would allow the agency to focus on it more?	Major Program Areas Cross Reference
Attorney General's Office	1	Providing legal opinions to the State, it's agencies and political subdivisions.	2	Distribution of Information	There are no preventive measures at this time.	There are no preventive measures at this time.	There are no recommendations at this time.	I.D. Legal Opinions
Attorney General's Office	2	Investigates and prosecutes health care fraud committed by Medicaid providers		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	3	Investigates and prosecutes physical abuse of patients and embezzlement of patient funds in South Carolina health care facilities		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	4	Investigation and prosecution of Medicaid beneficiaries suspected of fraud and abuse in the State.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	5	Tobacco litigation and diligent enforcement with S.C. Code Ann. 11-48-30 et seq.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	6	Publishing and Maintaining South Carolina Tobacco Directory		Distribution of Informa	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	7	Prosecution of violations of S.C. criminal law in circuit courts in S.C. and in addition; investigate and prosecute technology-facilitated crimes against children and provide outreach and coordination of multiple state and local agencies to combat internet crimes against children and pornography.	1	Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.	Because the Attorney General is located in Columbia but has cases throughout the State, equipment and/or rule changes allowing for "skyping" or other virtual court attendance measures for minor hearings and status conferences would increase efficiency greatly in that prosecutors and other staff would not have to spend so much time on the road. Passage of a business records authentication exception or virtual testimony for custodians to avoid the cost of travel for authentication witnesses.	I. State Litigation
Attorney General's Office	8	Handling criminal appeals representation in all appeals of convictions obtained by the sixteen solicitors in South Carolina, except murder and state grand jury convictions, to ensure lawfully obtained convictions are upheld.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	9	Handling post conviction relief of every non-capital post-conviction relief application and appeal filed in South Carolina. Also including writs of habeas corpus and petitions for writs of mandamus.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	10	Represent State in Civil trials for Commitment of Sexual Violent Predators ("SVP").		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	11	Annual review proceedings for individuals committed un der the SVP statute and hearings where the Department of Mental Health determines the individuals are safe to be at large and should be released from treatment.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	12	Handles commitment trials in civil court for dangerous SVP offenders having completed sentences in the DOC who are unable to return to society.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	13	Prosecuting criminal domestic violence cases and providing training.		Practice of Law and Distribution of Information	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	14	Criminal Domestic Violence Pro Bono Program		Training law enforcement, judges, prosecutors, and victim advocates about domestic violence and sexual assault.	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	15	Handling murder conviction appeals involving South Carolina state convictions		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation

Attorney General's Office	16	Handling all death penalty litigation involving South Carolina state convictions		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	17	Handling all federal habeas corpus litigation involving South Carolina state convictions		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation
Attorney General's Office	18	Defend the State in attacks of constitutionality of State law		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	19	Represent the State in matters in which the State is a party	3	Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.	There are no recommendations at this time.	I.A. Civil Litigation
Attorney General's Office	20	Handle registration of all parties who sell Securities in the State.		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.B. Securities Division
Attorney General's Office	21	Victim Assistance Program: offering information and support to victims and their families as cases make their way through criminal justice system.		Advising Victims and Distribution of Information	There are no preventive measures at this time.	There are no preventive measures at this time.		I.C. Administrative Division
Attorney General's Office	22	Directing SC Youth Mentor Program		Mentoring and Distribution of Information	There are no preventive measures at this time.	There are no preventive measures at this time.		I.C. Administrative Division
Attorney General's Office	23	Enforcing South Carolina consumer protection and antitrust laws		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I.A. Civil Litigation
Attorney General's Office	24	Represent the officers and employees of the state in litigation and all other civil and criminal matters where the State has interest		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation, I.A. Civil Litigation
Attorney General's Office	25	Hire and approve all attorneys working for the State		Practice of Law	There are no preventive measures at this time.	There are no preventive measures at this time.		I. State Litigation

South Carolina Attorney General's Office
Key Customers

Appendix E

Agency Submitting Report	Item #	Customer Segments	Requirements/Expectations	Deliverables Cross References
Attorney General's Office	1	South Carolina State Agencies	Serve as South Carolina's Chief Prosecutor, Chief Legal Officer and Chief Securities Officer.	All Apply
Attorney General's Office	2	South Carolina Political Subdivisions	Serve as Chief Legal Officer and issue legal opinions.	All Apply
Attorney General's Office	3	Citizens of South Carolina	Protect the citizens of South Carolina by fair administration of the law; victims, who demand justice for the crimes committed against them.	All Apply
Attorney General's Office	4	Members of the S.C. General Assembly	Serve as Chief Legal Officer and issue legal opinions.	All Apply
Attorney General's Office	5	Local and County Officials	Issue legal opinions and represent officers of the state in litigation and all other civil and criminal matters.	Item 1, Item 24
Attorney General's Office	6	Law Enforcement and Judiciary Officers	Issue legal opinions and represent officers of the state in litigation and all other civil and criminal matters.	Item 1, Item 24
Attorney General's Office	7	Local, State and National Press	The office has a responsibility to reach out to the press to inform constituencies of services offered.	All Apply

South Carolina Attorney General's Office
Key Stakeholders

Appendix F

Agency Submitting Report	Item #	Stakeholder Group	Requirements/Expectations	Deliverables Cross References
South Carolina Attorney General	1	South Carolinians who are neither offenders nor victims of crimes but who have a stake in domestic peace and safety, rule of law and right order.	The Office of the Attorney General serves several constituencies (customers) – the people of the state, who expect to be protected by fair administration of the law; victims, who demand justice for the crimes committed against them; the solicitors, whose convictions are appealed by convicted offenders; law enforcement officers, who bring offenders to the bar of justice; and certain elected officials, who seek legal opinions from the Office. All of these customers need not be solicited. They come to the Attorney General's Office because they know it exists to serve them. However, through brochures, seminars, PSAs, and social media, the Office reaches out to customers and stakeholders who may not know the various services offered.	All Apply

South Carolina Attorney General's Office

Key Partner Agency Chart

Appendix G

Agency Submitting Report	Agency w/ Impact on Mission Success	Partnership Arrangement Established	Performance Measures Routinely Reviewed Together	Major Program Areas Cross Reference
Attorney General's Office	South Carolina Department of Health and Human Services	AG's office investigates and prosecutes fraud committed by Medicaid recipients.	Monthly reports are reviewed identifying case statuses. An annual overview report is provided at the end of State fiscal year. In addition, regularly scheduled meeting are held between to the two agencies to discuss case statuses.	I. State Litigation
Attorney General's Office	South Carolina Law Enforcement Division (SLED)	Investigation of Securities Fraud and Insurance Fraud In the State	Investigation reviews	I. State Litigation, I.B. Securities Division
Attorney General's Office	Department of Social Services	Investigation and prosecution of food stamp fraud recipients in the State of South Carolina	Quarterly progress reports are completed in addition to a final report at the end of the project period.	I. State Litigation
Attorney General's Office	South Carolina Ethics Commission	South Carolina Attorney General's Office reviews matters for criminal prosecution. The Ethics Commission handles the criminal administration in these matters.	n/a	I. State Litigation
Attorney General's Office	South Carolina Department of Revenue	The Attorney General as Chief Prosecutor has to sign all indictment. The department if revenue conforms to Attorney General prosecution procedures.	n/a	I. State Litigation

**South Carolina Attorney General's Office
Major Program Areas**

Appendix H

Agency Submitting Report	Program/Title	Purpose	FY 2012-13 Expenditures				FY 2013-14 Expenditures				Legal Standards <u>Cross References</u>
			General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
Attorney General's Office	I. State Litigation	The Attorney General is the State's Chief Prosecutor. The office directs supervises and prosecutes criminal cases on behalf of the State and conducts all direct and post conviction appeals on behalf of the State.	% of Total Budget: 17% \$3,643,794	% of Total Budget: 27% \$5,687,361	% of Total Budget: 8% \$1,691,697	% of Total Budget: 53% \$11,022,852	% of Total Budget: 17% \$3,264,140	% of Total Budget: 26% \$5,094,784	% of Total Budget: 8% \$1,515,436	% of Total Budget: 51% \$9,874,360	1-10, 15-18, 20-22, 23-30
Attorney General's Office	I.A. Civil Litigation	The Civil Division of the Attorney General's Office is divided into the following sections: The Government Litigation Section, the Grievance Section, and the Sexually Violent Predator Section.	% of Total Budget: 9% \$1,810,562	% of Total Budget: 15% \$3,244,345		% of Total Budget: 24% \$5,054,907	% of Total Budget: 8% \$1,595,023	% of Total Budget: 15% \$2,858,120		% of Total Budget: 23% \$4,453,143	1, 11-18, 26-29, 31-37
Attorney General's Office	I.B., Securities Division	The Securities Division oversees the registration of all persons engaged in the sale of securities, investigates allegations of fraud or other violations of securities laws and takes appropriate enforcement action.	% of Total Budget: <1% \$46,870	% of Total Budget: 8% \$1,582,924		% of Total Budget: 9% \$1,629,794	% of Total Budget: <1% \$55,680	% of Total Budget: 10% \$1,880,469		% of Total Budget: 10% \$1,936,149	1, 38-40
Attorney General's Office	I.C. Administrative Division	The Administrative Division provides support and planning services. The Division is divided into 6 Sections -- Executive Office, Human Resources, Support Services, Finance, and Information Technology, and Constituent Services.	% of Total Budget: 5% \$1,123,954	% of Total Budget: 8% \$1,630,773		% of Total Budget: 13% \$2,754,727	% of Total Budget: 6% \$1,105,953	% of Total Budget: 8% \$1,604,655		% of Total Budget: 14% \$2,710,608	1, 41-44
Attorney General's Office	I. D. Opinions Division (Solicitor General)	The Opinions Section provides statutorily required formal legal advice to the Governor, General Assembly, and State Officers. As a policy, local government officers are also provided advice on issues of statewide applicability.	% of Total Budget: 1% \$234,034	% of Total Budget: 1% \$281,129		% of Total Budget: 2% \$515,163	% of Total Budget: 1% \$175,915	% of Total Budget: 1% \$211,315		% of Total Budget: 2% \$387,230	1, 15-22

**South Carolina Attorney General's Office
Legal Standards Chart**

Appendix I

Agency Submitting Report	Item #	Statute/Regulation/Provisos	State or Federal	Summary of Statutory Requirement and/or Authority Granted
Attorney General's Office	1	State Constitution (Art V, § 24)	State	Provide our authority as prosecutors for the State of South Carolina and legal advisor to the State Grand Jury.
Attorney General's Office	2	42 U.S.C. 1396a) (a) (61)	Federal	Mandates that a State must operate a Medicaid fraud and abuse control unit that effectively carries out the functions and requirements described in 42 CFR Part 1007.
Attorney General's Office	3	S. 1738 (110th)	Federal	The P.R.O.T.E.C.T. Act of 2008 mandates that each state must have at least one ICAC Task Force working within its boundaries.
Attorney General's Office	4	S.C. Code 16-3-2050	State	The Violence Against Women Act (VAWA)
Attorney General's Office	5	S.C. Code 16-3-2020(L)	State	The Violence Against Women Act (VAWA)
Attorney General's Office	6	S.C. Code Ann. section 1-7-40	State	Provides that the Attorney General or Assistant Attorneys General "shall appear for the State in the Supreme Court and the court of appeals in the trial and argument of all causes, criminal and civil, in which the State is a party or interested, and in these causes in any other court of tribunal when required by the Governor or either branch of the General Assembly."
Attorney General's Office	7	S.C. Code Ann § 17-27-40	State	Designates the Attorney General's Office as the responding government agency in post-conviction relief actions.
Attorney General's Office	8	S.C. Code Ann. § 8-44-10 through -170	State	Sexual Violent Predator Act
Attorney General's Office	9	S.C. Code § 17-27-160	State	Designates the Attorney General Office to respond to post-conviction relief applications.
Attorney General's Office	10	S.C. Code Ann. §1-4-40, 1-4-50, 1-7-80 (1)	State	The Attorney General's office responds in federal habeas litigation when South Carolina convictions are challenged under 28 USC Section 2254 as Respondent's counsel for the custodian Warden pursuant to representation of state agency, South Carolina Department of Corrections.
Attorney General's Office	11	S.C. Code § 39-5-10	State	Unfair Trade Practices
Attorney General's Office	12	S.C. Code § 39-3-10	State	Trust, Monopolies and Restraints of Trade
Attorney General's Office	13	S.C. Code § 33-31-101	State	South Carolina Nonprofit Corporation Act
Attorney General's Office	14	S.C. Code § 1-7-130	State	Protection of Public Charities
Attorney General's Office	15	S.C. Code § 1-7-50	State	Obligation to defend officers and employees of the State and its subdivisions
Attorney General's Office	16	S.C. Code § 1-7-55	State	Authority to prosecute counter-claims and cross actions
Attorney General's Office	17	S.C. Code §1-7-80	State	Conditions attached to appropriation for Attorney General for expenses of litigation.
Attorney General's Office	18	S.C. Code § 1-7-85	State	Reimbursement of costs in representing State in criminal proceedings and State and its officers and agencies in civil and administrative proceedings.
Attorney General's Office	19	S.C. Code § 1-7-90	State	Advice to General Assembly and Governor
Attorney General's Office	20	S.C. Code § 1-7-100	State	Advice to solicitors; attendance at grand jury and trials.
Attorney General's Office	21	S.C. Code § 1-7-110	State	Advice to State officers and Public Service Commission
Attorney General's Office	22	S.C. Constitution, Article IV § 15:	State	Faithful execution of laws
Attorney General's Office	23	S.C. Code § 1-7-160	State	authority to hire, approve, and supervise attorneys hired and requires all attorneys hired by the State to be approved by and to be under the supervision of the Attorney General
Attorney General's Office	24	S.C. Code § 1-7-170	State	Must approve attorneys engaged on a fee basis
Attorney General's Office	25	S.C. Code § 1-11-100	State	Must approve deeds conveying rights of way or easements over marshlands or vacant lands owned by the State
Attorney General's Office	26	S.C. Code § 1-35-1260	State	Must approve all contracts for the services of attorneys unless there is other specific statutory authority
Attorney General's Office	27	S.C. Code § 1-35-2420	State	Allegations concerning anticompetitive practices in procurement that are reported to the Attorney General
Attorney General's Office	28	S.C. Code § 15-35-80	State	Constitutional challenges must be served on the Attorney General
Attorney General's Office	29	S.C. Code § 17-9-50 & 17-11-80	State	Attorney General's role in extraditions and detainers
Attorney General's Office	30	S.C. Code § 44-48-60 through 44-48-140	State	Attorney General's role in sexually violent predator matters
Attorney General's Office	31	S.C. Code § 4-17-420	State	Enforce marketing orders at the request of the Agriculture Commission and Commodity Board
Attorney General's Office	32	S.C. Code § 46-21-455	State	Enforce issues related to seeds in conjunction with the Secretary of Agriculture
Attorney General's Office	33	S.C. Code § 54-6-10	State	Provide Support to the Savannah River Maritime Commission
Attorney General's Office	34	S.C. Code § 58-36-120	State	Pursue violators of the South Carolina Underground Facility Damage Prevention Act
Attorney General's Office	35	S.C. Code § 8-17-340	State	Serve as committee attorney for employee grievance hearings
Attorney General's Office	36	S.C. Code § 11-47-10 through 11-47-40	State	Tobacco Escrow Fund Act
Attorney General's Office	37	S.C. Code § 11-48-10 through 11-48-110	State	Tobacco Qualified Escrow Fund Enforcement Act
Attorney General's Office	38	S.C. Code § 1-7-115	State	Appoints the Attorney General as Securities Commissioner and charges him with the administration of the South Carolina Uniform Securities Act
Attorney General's Office	39	S.C. Code § 35-1-101	State	The Securities Act
Attorney General's Office	40	S.C. Code § 35-1-601	State	Duties delegated to the Attorney General Securities Division
Attorney General's Office	41	S.C. Code Title 11	State	State Finance and Procurement

Attorney General's Office	42	S.C. Code Title 8	State	State Human Resources
Attorney General's Office	43	S.C. Code Title 39	State	State Information Technology
Attorney General's Office	44	S.C. Code § 63-19-1430	State	Youth Mentor Program

South Carolina Attorney General's Office Agency Reporting Requirements																		
Agency Submitting Report	Item #	Report Name	Legislative Entity Requesting Report	Law Requiring Report	Stated Intent of Report	Year First Required to Complete Report	Reporting Freq.	# of Days in which to Complete Report	Month Report Template is Received by Agency	Month Agency is Required to Submit the Report	Cost to Complete Report			Positive Results of Reporting	Method in which Report Template is Sent to Agency (i.e. via email; receive)	Format in which Report Template is Sent to Agency	Method in which Agency Submits Completed Report (i.e. email; mail; click submit on web based)	Format in which Agency Submits Completed Report (word, excel, web)
											# of Staff Members Needed to Complete Report	Approx. Total Amount of time to Complete	Approx. total Cost to Agency to Complete (considering staff time, etc.)					
Attorney General's Office	1	Restructuring Report	House Legislative Oversight Committee	1-30-10(G)(1)	Increased Efficiency	2015	Annually	30	February	March	7	8hrs	\$200	TBD	Email and Hardcopy	Word and Excel	Email and Hardcopy	Word and Excel
Attorney General's Office	2	Accountability Report	Executive Budget Office	1-1-820, Proviso 117.31	Provide Governor and General Assembly with information that supports their analysis of the budget and ensure that the Agency Head Salary Commission has a basis for its decisions.	2012	Annually	60	July	September	7	8hrs	\$200	Increased accountability and reporting.	Email and Hardcopy	Word and Excel	Email and Hardcopy	Word and Excel
Attorney General's Office	3	Restructuring Report	Senate Legislative Oversight Committee	2-2-5, 1-30-10(G)	Increased Efficiency	2015	Annually	60	November	January	7	8hrs	\$200	TBD	Email and Hardcopy	Word and Excel	Email and Hardcopy	Word and Excel

**South Carolina Attorney General's Office
Personnel Involved Chart**

Appendix K

Agency Submitting Report	Name	Phone	Email	Department/Division	Title	Question	Role in Answering Question
Attorney General's Office	John McIntosh	803-734-3639	Jmcintosh@scag.gov	Executive Division	Chief Deputy Attorney General	I.C.1.	Provided Response
Attorney General's Office	Barry Bernstein	803-734-6168	Bbernstein@scag.gov	Executive Division	Chief of Staff	I.C.1, V.A.1-5, V.B.1, V.C.1	Provided Responses
Attorney General's Office	Kimberly Buckley	803-734-3771	Kbuckley@scag.gov	Administrative Division (Finance)	Finance Manager	I.A.1, I.B.1, II.1-6, II.8-9, V.D.1, VI.A.1	Provided Responses, Compiled Report
Attorney General's Office	Steve Lynch	803-734-3705	Sylynch@scag.gov	Civil Division (Legal Services)	Deputy Attorney General	II.1.a, III.1	Supervisor-Legal Services Division (Civil)
Attorney General's Office	Bob Cook	803-734-3736	BCook@scag.gov	Opinions Division	Solicitor General	II.1.a, III.1	Supervisor-Opinions Division
Attorney General's Office	Salley Elliott	803-734-0477	Sellott@scag.gov	Criminal Appeals	Senior Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-Criminal Appeals Section
Attorney General's Office	Karen Ratigan	803-734-4042	Kratigan@scag.gov	Post Conviction Relief	Senior Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-PCR Section
Attorney General's Office	Creighton Waters	803-734-4726	Cwaters@scag.gov	Prosecution/State Grand Jury	Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-Prosecution/SGJ
Attorney General's Office	Heather Weiss	803-734-3196	Hweiss@scag.gov	Prosecution/State Grand Jury	Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-Prosecution/SGJ
Attorney General's Office	Tammie Wilson	803-734-3722	Twilson@scag.gov	Administrative Services	Director of Administrative Services	II.1.a, III.1	Director of Administrative Services
Attorney General's Office	Bill Gambrell	803-734-3703	Bgambrell@scag.gov	Medicaid Provider Fraud Control Unit	Senior Assistant Deputy Attorney General	II.1.a, III.1	Director-MFCU Section
Attorney General's Office	Chip Payne	803-734-9456	Cpayne@scag.gov	Internet Crimes Against Children	Program Manager	II.1.a, III.1	Commander-ICAC Section
Attorney General's Office	Camille Guthrie	803-734-3268	Cguthrie@scag.gov	Medicaid Recipient Fraud Unit	Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-MRF Section
Attorney General's Office	Marie Sazehn	803-734-0306	Msazehn@scag.gov	Human Trafficking/VAWA	Assistant Attorney General	II.1.a, III.1	Supervisor-VAWA/Human Trafficking
Attorney General's Office	Deborah Shupe	803-734-3797	Dshupe@scag.gov	Sexual Violent Predator Section	Senior Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-SVP Section
Attorney General's Office	Don Zalenka	803-734-3601	Dzalenka@scag.gov	Capital Litigation Section	Senior Assistant Deputy Attorney General	II.1.a, III.1	Supervisor-Capital Litigation Section
Attorney General's Office	Trisha Allen	803-734-3796	Tallen@scag.gov	Victim Services	Director of Victim Services	II.1.a, III.1	Director-Victim Services