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**Room 228 Blatt Building**

January 17, 2017

Dr. Beverly Buscemi, Director  
South Carolina Department of Disabilities and Special Needs  
Post Office Box 4706  
Columbia, South Carolina 29201

RE: Legislative Oversight Study of the South Carolina Department of Disabilities and Special Needs

Dear Dr. Buscemi:

On January 10, 2017, the House Legislative Oversight Committee approved the South Carolina Department of Disabilities and Special Needs for review, investigation and study. In conducting studies, it is the Legislative Oversight Committee's goal to partner with the agency to help it identify areas in which it can continue to improve upon the positive results it has generated for the people of South Carolina.

In the near future, the Committee will schedule a meeting with your agency to discuss preliminary matters relating to the agency. The agency will have an opportunity provide a brief overview of its programs and ask questions. Also, please do not hesitate to contact Committee staff at any time with questions.

The Committee wants to ensure the agency has as much information as possible and ample opportunity to review materials prior to the meeting. Therefore, enclosed is a flow chart with an overview of the process the Committee intends to follow, copy of the Committee's Rules and copy of the Committee's Standard Practices (please note these may be modified). Also, below is a brief summary of the Committee's expectations.

The Committee expects the following of each agency under study:

- Inform its staff that the agency is undergoing the legislative oversight study process as well as the purpose of the study;
- Appoint a liaison to assist the Committee with all activities;
- Respond to its requests in a concise, complete and timely manner;

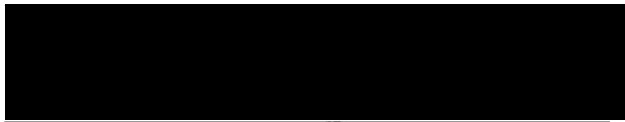
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Dr. Buscemi

- Be candid with the Committee and to promptly discuss with the Committee any concerns or questions the agency may have related to the legislative oversight study process, including any concerns the agency may have that the Committee has drawn an incorrect conclusion;
- Realize written information provided to the Committee is considered sworn testimony; and
- Inform the Committee if any information requested by the Committee, or provided by the agency, cannot be published online due to provisions in contract or law.

Enclosed please find information to share with agency employees in the manner in which the agency regularly communicates with its employees.

I hope the information above and enclosed is helpful to you and your agency in understanding the process the Committee intends to following in conducting its study and investigation process.

Sincerely,

A large black rectangular redaction box covering the signature area.

Wm. Weston J. Newton  
Chairman, House Legislative Oversight Committee

Enclosures

cc: House Legislative Oversight Committee  
Commissioner Eva Ravenel  
Commissioner William O. Danielson  
Commissioner Vicki A. Thompson  
Commissioner Catherine O. Fayssoux  
Commissioner Gary C. Lemel  
Commissioner Mary Ellen Barnwell  
Commissioner Sam F. Broughton, Jr.