

## Secretary of State Databases

Included in the Secretary of State's (SoS) January 17, 2020 letter to the House Legislative Oversight Committee (LOC). This information was provided in response to the following question in LOC's December 12, 2019, letter to the SoS: "52. Please provide a table listing the databases SoS currently has (e.g., boards and commissions), or is working to have (e.g., municipalities, special purpose districts, landlord-tenants, etc.), and the following for each: (a) status of the database (e.g., complete, in creation, etc.) and, if not complete, anticipated completion date; (b) information the database does, or will, contain; and (c) current or planned benefits of the database (e.g., searchable information for the public online, ability for customers to enter information/forms online, ease in archiving, etc.)."

In addition to providing the information in this document, SoS provided the following response:

- Please see the table that is provided in Attachment O.

## **ATTACHMENT O**

## SCSOS Applications in Production

Application Name	Application Feature (does/contain)	Benefits of the System
Authentications	<ul style="list-style-type: none"> <li>• Issue Certification or Apostille documents.</li> <li>• Certification Types: <ul style="list-style-type: none"> <li>○ Elected / Appointed Officials</li> <li>○ Notary Public</li> <li>○ Vital Records</li> </ul> </li> <li>• Certification or Apostille documents serialized.</li> <li>• Keep track of Hague member countries.</li> <li>• Keep track of customer information.</li> <li>• Keep track of rejections.</li> <li>• Cashiering capability.</li> <li>• Reporting capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Revenue and payment reconciliation.</li> <li>• Automatically determines if Certification or Apostille document will be issued.</li> <li>• Authentication requirement check.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
Business Filings	<ul style="list-style-type: none"> <li>• Online and in-house filing</li> <li>• Online searches</li> <li>• Online document and certificate requests</li> <li>• Cashiering capability</li> <li>• Reporting capability</li> <li>• Keep track of rejections</li> </ul>	<ul style="list-style-type: none"> <li>• Online filing – available 24/7.</li> <li>• Scan document capability – elimination of paper.</li> <li>• API Interface for bulk filing.</li> <li>• API Interface for interagency data sharing.</li> <li>• Data security.</li> <li>• Data integrity.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
Cable Franchise	<ul style="list-style-type: none"> <li>• Process and approve applications.</li> <li>• Process and deny applications.</li> <li>• Issue Certificate of Franchise Authority.</li> <li>• Cashiering capability.</li> <li>• Keep track of service area, PEG, and fee rates.</li> <li>• Generate notifications and letters with a click of a button.</li> <li>• Reporting capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Revenue and payment reconciliation.</li> <li>• Document scanning capability – reduce paper records.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
Charities	<ul style="list-style-type: none"> <li>• Charity, PFR, and Raffle registration.</li> <li>• Online and in-house registration.</li> <li>• Online searches for Charity, PFR, and Raffles status.</li> <li>• Online payment for filings and violations.</li> <li>• Reporting capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Online filing – available 24/7.</li> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Document scanning capability – reduce paper records.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>

Employment Agencies	<ul style="list-style-type: none"> <li>• Generate bulk renewal reminders, delinquent notices, or notices of revocation with a click of a button.</li> <li>• Interface with E-Certify to keep track of certified mail status.</li> <li>• Registration process.</li> <li>• Transaction history information tracking.</li> <li>• Registration rejection tracking.</li> <li>• Surety bond history information tracking.</li> <li>• Cashiering capability.</li> <li>• Reporting capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Much more efficient than previous work process.</li> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Revenue and payment reconciliation.</li> <li>• Document scanning capability – reduce paper records.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
Investigations	<ul style="list-style-type: none"> <li>• Comprehensive complaint tracking.</li> <li>• Case action history and reporting.</li> <li>• Sovereign citizen filing tracking.</li> <li>• Reporting capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Document scanning capability – reduce paper records.</li> <li>• Generate report with a click of a button.</li> <li>• Saves staff time.</li> <li>• Integrated with the Charities Database.</li> </ul>
Notary Public	<ul style="list-style-type: none"> <li>• Notary registration and transaction history.</li> <li>• Cashiering capability.</li> <li>• Reporting capability.</li> <li>• Online search capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Revenue and payment reconciliation.</li> <li>• Document scanning capability – reduce paper records</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
Revenue Tracking	<ul style="list-style-type: none"> <li>• Tracking of all SCSOS generated revenue.</li> <li>• Bank deposits tracking.</li> <li>• Credit card payment reconciliation.</li> <li>• SCEIS deposit interface.</li> <li>• SCEIS journal entry interface.</li> <li>• Return check tracking.</li> <li>• Cashiering capability.</li> <li>• Revenue detail reports.</li> <li>• Accountability reports.</li> </ul>	<ul style="list-style-type: none"> <li>• Integrated with all in-house developed applications.</li> <li>• Reduce duplicate data entries.</li> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Reporting capability.</li> </ul>
SC Public Officials	<ul style="list-style-type: none"> <li>• Elected and appointed official commissions.</li> <li>• Boards and commissions.</li> <li>• Boards and commissions website searches.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> </ul>

	<ul style="list-style-type: none"> <li>• SLED officers and State Constables commissions.</li> <li>• Special Purpose District filings.</li> <li>• Acts tracking.</li> <li>• Executive Orders tracking.</li> <li>• Transcript Bonds tracking.</li> <li>• Electoral College.</li> <li>• Election results entry.</li> </ul>	<ul style="list-style-type: none"> <li>• Document scanning capability – reduce paper records.</li> <li>• Reporting capability.</li> <li>• Online search capability.</li> </ul>
Service of Process	<ul style="list-style-type: none"> <li>• Tracking and processing service of process requests.</li> <li>• Tracking and processing service of process rejections.</li> <li>• Cashiering capability.</li> <li>• Reporting capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Document scanning capability – reduce paper records.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
Trademarks	<ul style="list-style-type: none"> <li>• Trademark and service mark registration, renewal, and assignment.</li> <li>• Livestock brand and earmark registration.</li> <li>• Registration rejection process.</li> <li>• Cashiering capability.</li> </ul>	<ul style="list-style-type: none"> <li>• Data security.</li> <li>• Data integrity.</li> <li>• User friendly design.</li> <li>• Reporting capability.</li> <li>• Integrated with Revenue Tracking System.</li> </ul>
UCC	<ul style="list-style-type: none"> <li>• Online and in-house filing</li> <li>• Cashiering capability</li> <li>• Online and in-house searches</li> <li>• Cashiering capability</li> <li>• Reporting capability</li> <li>• Keep track of rejections</li> </ul>	<ul style="list-style-type: none"> <li>• Online filing – available 24/7.</li> <li>• Scan document capability – elimination of paper.</li> <li>• API Interface for bulk filing.</li> <li>• Integrated with Revenue Tracking System.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>

## **SCSOS Applications in Queue for Development**

<b>Application Name</b>	<b>Application Feature (does/contain)</b>	<b>Benefits of the System</b>
Business Opportunities	<ul style="list-style-type: none"><li>• Register and process applications.</li><li>• Keep track of transaction history.</li><li>• Keep track of application rejections.</li><li>• Cashiering capability.</li><li>• Reporting capability.</li></ul>	<ul style="list-style-type: none"><li>• Data security.</li><li>• Data integrity.</li><li>• User friendly design.</li><li>• Reporting capability.</li><li>• Integrated with Revenue Tracking System.</li></ul>
Municipalities Incorporation	<ul style="list-style-type: none"><li>• Municipalities Incorporation</li><li>• Municipal Annexations</li></ul>	<ul style="list-style-type: none"><li>• Keeping data in electronic format.</li><li>• Reporting capability.</li><li>• Data security.</li><li>• Data integrity.</li></ul>

## Future Applications in Consideration for Development

Application Name	Application Feature (does/contain)	Benefits of the System
Landlord-Tenants		<ul style="list-style-type: none"> <li>• Keeping data in electronic format.</li> <li>• Reporting capability.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>
Railroads		<ul style="list-style-type: none"> <li>• Keeping data in electronic format.</li> <li>• Reporting capability.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>
Special Certificates		<ul style="list-style-type: none"> <li>• Keeping data in electronic format.</li> <li>• Reporting capability.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>
Joint Agencies		<ul style="list-style-type: none"> <li>• Keeping data in electronic format.</li> <li>• Reporting capability.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>
Cooperatives		<ul style="list-style-type: none"> <li>• Keeping data in electronic format.</li> <li>• Reporting capability.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>
Community Development Commissions		<ul style="list-style-type: none"> <li>• Keeping data in electronic format.</li> <li>• Reporting capability.</li> <li>• Data security.</li> <li>• Data integrity.</li> </ul>
E-Notary	<ul style="list-style-type: none"> <li>• Notarizing documents electronically.</li> </ul>	<ul style="list-style-type: none"> <li>• Faster transactions for business and legal communities.</li> </ul>

Trademark Online Registration	<ul style="list-style-type: none"><li>• Online Registration.</li></ul>	<ul style="list-style-type: none"><li>• Reduce paper work.</li><li>• Reduce mailings.</li><li>• Convenience for customers.</li></ul>
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