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*First Vice-Chair:  
Laurie Slade Funderburk*

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**South Carolina House of Representatives**

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**Executive Subcommittee**

**Monday, December 9, 2019**

**10:30 a.m.**

**Blatt Room 321**

### **Archived Video Available**

- I. Pursuant to House Legislative Oversight Committee Rule 6.8, South Carolina ETV was allowed access for streaming the meeting. You may access an archived video of this meeting by visiting the South Carolina General Assembly's website (<http://www.scstatehouse.gov>) and clicking on *Committee Postings and Reports*, then under *House Standing Committees* click on *Legislative Oversight*. Then, click on *Video Archives* for a listing of archived videos for the Committee.

### **Attendance**

- I. Subcommittee Chairman Gary E. Clary calls the Executive Subcommittee meeting to order on Monday, December 9, 2019, in Room 321 of the Blatt Building. The following members of the Subcommittee are present during all or part of the meeting:  
Subcommittee Chairman Clary, Representative Chandra E. Dillard, and Representative Wm. Weston J. Newton.

## Minutes

- I. House Rule 4.5 requires standing committees to prepare and make available to the public the minutes of committee meetings, but the minutes do not have to be verbatim accounts of meetings. It is the practice of the Legislative Oversight Committee to provide minutes for its subcommittee meetings.
- II. Representative Newton moves to approve the minutes from the December 5, 2019 Subcommittee meeting. A roll call vote is held, and the motion passes.

Rep. Funderburk moves to approve the minutes from the Subcommittee's December 5, 2019, meeting:	Yea	Nay	Not Voting (Not present)
Rep. Clary	✓		
Rep. Dillard			✓ (not present during December 5 meeting)
Rep. Funderburk			✓
Rep. Newton	✓		

## Discussion of the Secretary of State's Office

- I. Subcommittee Chairman Clary explains the purpose of today's meeting is for the S.C. Secretary of State's Office (SoS) to present information on its municipalities deliverables.
- II. Subcommittee Chairman Clary explains that all testimony given to this subcommittee, which is an investigating committee, must be under oath. He places Ms. Allyson Green, SoS Municipal Coordinator under oath. Also, he reminds all personnel placed under oath during a prior Subcommittee or Committee meeting that they remain under oath.
- III. Ms. Shannon Wiley, General Counsel for the Secretary of State's Office, presents information about the agency's municipalities and remaining legal deliverables, which includes the following:

### Overview of Municipalities and remaining Legal Deliverables

- a. Divisions included
- b. Organizational chart

### Municipalities

- c. Overview  
Division responsibilities

## Flow chart of division components

### d. Deliverables

(Note: Below, D with a number after it stands for deliverable number from the agency's Program Evaluation Report)

#### *Service of Process*

Overview

Acceptance of service of process for other entities (D164)

Rejection of service of process request (D165)

Service of process requests accepted and rejected bar graph

#### *Special Registered Agent Filings*

Overview

Discount medical plan organization registered agent designation (D166)

Non-resident prescription drug distributor registered agent designation (D167)

#### *Municipal and Annexation Filings*

Overview

Application for municipal incorporation (D168)

Recommendation on municipal incorporation and issuance of commission to hold election (D169-170)

Issuance of certificate of incorporation to municipality (D171)

Cancellation of municipal incorporation certificate (D172)

Change of form of government filing (D173)

Notice of annexation (D174)

Certification of incorporation for redevelopment commission (D175)

#### *Special Purpose Districts*

Overview

Special purpose district notification form (D176)

Failure to file notification form by special purpose district (D177)

Special purpose district directory (D178)

Special purpose district required production of information (D179)

Notice of review of petition to dissolve a special purpose district (D180)

Special purpose district order of dissolution (D181)

Special purpose district notice of dissolution (D182)

#### *Joint Agencies and Joint Systems*

Overview

Joint agency filings (D183-184)

Joint authority water and sewer system filings (D185-186)

### *Cable Franchise Authority*

#### Overview

Certificate of cable franchise authority application notice to local governments (D187)

Notice of denial of application for certificate of cable franchise authority (D188-189)

Certificate of cable franchise authority - termination by cable provider (D190)

Certificate of cable franchise authority – notice of transfer (D191)

Termination of county or municipal cable franchise authority (D192)

Notice of change of franchise fee (D193)

Certificate of cable franchise authority publication (D194)

### *Private Personnel Placement Services*

#### Overview

Examples of what is and is not included within term “private personnel placement service”

Private personnel placement service license (D195)

Private personnel placement services – license revocation and renewal (D196-197)

Private personnel placement services – license denial of renewal and investigations (D198 and 48)

Private personnel placement services initial license and license renewal bar graph

Suggested law changes related to private personnel placement services

### *Business Opportunities*

#### Overview

Business opportunities (D199-200)

Business opportunity initial registrations and renewal registrations bar graph

- e. Performance measures
  - Measures #5 - Protect data and records and provide staff additional tools to fulfill statutory duties. (Create database and applications for municipal incorporations, railroads, landlord-tenants, business opportunities and special purpose districts.)
- f. Revenue and costs
  - Fee revenue sources
  - Fees collected for service of process bar graph
  - Fees collected for certificates of cable franchise authority bar graph

Fees collected for private personnel placement services licenses bar graph  
Fees collected for business opportunities registrations bar graph  
Comparison of fee revenue collected by municipalities division with costs (excluding agency operations), by year, bar graph.

Legal

g. Overview  
Division responsibilities

h. Deliverables

*Escheatment of Real Property*

Overview

Escheatment (D201, 202, and 203)

Escheatment (D204)

Escheatment (D205, 206, and 207)

i. Performance measures - No performance measures

j. Revenue and costs - None, since no escheatments over last three years

k. *Freedom of Information Act Requests*

Overview

Freedom of Information Act (D208)

Number of FOIA requests received bar graph

l. Performance measures - No performance measures

m. Revenue and costs - None calculated

Comparison of fee revenue collected for FOIA requests with costs (excluding agency operations), by year, bar graph.

Members ask questions, which Ms. Wiley answers.

IV. There being no further business, the meeting is adjourned.