

From: Taylor, Richele  
To: Darra Coleman <Darra.Coleman@llr.sc.gov>  
Date: 8/23/2016 9:18:57 AM  
Subject: RE: DEW Appellate Panel training

---

Thanks!

---

From: Darra Coleman [mailto:Darra.Coleman@llr.sc.gov]  
Sent: Tuesday, August 23, 2016 9:18 AM  
To: Taylor, Richele  
Subject: Re: DEW Appellate Panel training

I am happy to help him! I will reach out to him this morning. Some of our training may not translate perfectly, but I am happy to do what I can.

Sent from my iPhone

On Aug 23, 2016, at 9:14 AM, Taylor, Richele <[RicheleTaylor@gov.sc.gov](mailto:RicheleTaylor@gov.sc.gov)> wrote:

Darra – I know you have provided a lot of ethics type training to the boards. See below – could you help Michael? I don't want to add something difficult to your plate. I was thinking you could provide him with a copy of the board training or perhaps you had something canned you could use to help out?

Richele

Richele K. Taylor  
Chief Legal Counsel  
Office of the Governor  
O: 803-734-8465  
C: 803-231-9763

*It's a great day in South Carolina*

Safe Place SC – [www.safeplaceSC.sc.gov](http://www.safeplaceSC.sc.gov)

---

From: Burchstead, Michael  
Sent: Friday, August 19, 2016 4:24 PM  
To: Taylor, Richele; Smith, Austin  
Subject: RE: DEW Appellate Panel training

Austin, thanks for the follow up, and Richele, thank you for the information. Those ideas do sound great. Whatever resources you can gather would be very helpful.

Best regards,

Michael  
Michael R. Burchstead  
General Counsel  
SC State Ethics Commission  
5000 Thurmond Mall, Suite 250  
Columbia, SC 29201  
(803) 253-4192  
<http://ethics.sc.gov/>

---

From: Taylor, Richele  
Sent: Friday, August 19, 2016 8:46 AM  
To: Smith, Austin; Burchstead, Michael  
Subject: RE: DEW Appellate Panel training

Michael –

LLR just did a scripted webinar on ethics in 3 parts for employees. I can get a copy for you. You could send to them and fill an hour. We did short segments so it's easy to watch.

Also, LLR does an hour long training on ethics for board members on our various boards – perhaps that would cross over? I can put you in touch with our legal counsel that does the training. Maybe she would provide the training for another hour.

Last, DOA does code of conduct training – there is an hour long webinar I believe. You could use that as well?

Let me know if those ideas sound good and I will round up PPTs and contacts.

Richele

---

From: Smith, Austin  
Sent: Thursday, August 18, 2016 5:49 PM  
To: Burchstead, Michael  
Cc: Taylor, Richele  
Subject: RE: DEW Appellate Panel training

Michael,

Our legal office ran point on the Code of Conduct stuff. Copying Richele Taylor to see if she has any helpful ideas.

Best,

Austin

---

From: Burchstead, Michael  
Sent: Tuesday, August 16, 2016 3:24 PM  
To: Smith, Austin  
Subject: DEW Appellate Panel training

Austin,

Following up on my voice message, the DEW Appellate Panel asked me last year and again this year to provide ethics training. S.C. Code Ann. § 41-29-300(F) provides that

- (1) A panelist is bound by the Code of Judicial Conduct... and the State Ethics Commission is responsible for enforcement and administration of Rule 501 pursuant to Section 8-13-320. A panelist also must comply with the applicable requirements of Chapter 13, Title 8.
- (2) A panelist and his administrative assistant annually must attend and successfully complete a workshop of at least three continuing education hours in ethics.

Last year, I was asked to speak for 2 hours which is really stretching it as far as my material. The Panel members were there for an hour, then they left (because they got two hours of credit elsewhere), and I was left with two administrative assistants trying to fill time for the other hour. This year, I have been asked

to fill all three hours (2 for the Panelists and 3 for the AAs), which is near impossible, not to mention an inefficient use of my time.

So my question: I know the Governor's Office has a Code of Conduct Task Force, or something along those lines. Is there someone over there (or even a webinar) that can provide a part of this training? I am scheduled to talk to them on September 14<sup>th</sup>. Let me know if you have any thoughts.

Best regards,

Michael

Michael R. Burchstead

General Counsel

SC State Ethics Commission

5000 Thurmond Mall, Suite 250

Columbia, SC 29201

(803) 253-4192

<http://ethics.sc.gov/>