

From: Burchstead, Michael <mburchstead@ethics.sc.gov>
To: Catherine McNicoll CatherineMcNicoll@scstatehouse.gov
Date: 2/13/2017 4:24:52 PM
Subject: RE: Ethics Document Question

We retain the entire file at the Commission office for at least five years. No earlier than five years from the date of the Order, my understanding is that the files are transferred to the South Carolina Department of Archives & History, Record Management Division. Let me know if you have any other questions.

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: Catherine McNicoll [<mailto:CatherineMcNicoll@scstatehouse.gov>]
Sent: Monday, February 13, 2017 4:09 PM
To: Burchstead, Michael
Subject: RE: Ethics Document Question

Good Afternoon Michael,

Thank you for getting back to me. Our question was more about your retention policy regardless of whether it is public or not.

Bests, Catherine

From: Burchstead, Michael [<mailto:mburchstead@ethics.sc.gov>]
Sent: Monday, February 13, 2017 4:03 PM
To: Catherine McNicoll <CatherineMcNicoll@scstatehouse.gov>
Subject: RE: Ethics Document Question

Sorry for the delay in responding. We maintain the entire case file, but only certain documents are public. See S.C. Code Ann. Regs. 52-718 ("After the final disposition of a matter where a violation is found, the Commission shall prepare a public record which shall consist of the pleadings and record of the hearing. The Commission's internal and investigatory papers including attorney work product shall not be made part of the public record."). The record of the hearing is contained in the Decision and Order. In addition to the Decision and Order, any exhibits offered at the hearing would be part of the public record.

Is there any particular document that you are seeking, and I can tell you whether it's public or not?

Best regards,

Michael
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From: Catherine McNicoll [<mailto:CatherineMcNicoll@scstatehouse.gov>]

Sent: Friday, February 10, 2017 2:25 PM

To: Burchstead, Michael

Subject: Ethics Document Question

Good Afternoon Michael,

We spoke a few weeks ago on another question. I was hoping you may be able to answer another question for us. Following a confidential hearing what documents relating to that hearing does the commission retain?

Thank you for your help.

Best Regards,

Catherine McNicoll

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