

DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF DIRECTOR

ACTION REFERRAL

TO	DATE
<i>Wells/FOIA</i>	<i>11-2-07</i>

DIRECTOR'S USE ONLY		ACTION REQUESTED	
1. LOG NUMBER	<i>000240</i>	<input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____	
2. DATE SIGNED BY DIRECTOR	<i>11/16/07</i>	<input type="checkbox"/> Prepare reply for appropriate signature DATE DUE _____	
<i>cc: Singleton, Stensland</i> <i>Cleared 11/16/07, letter attached.</i>		<input type="checkbox"/> Necessary Action DATE DUE <i>11-16-07</i>	

APPROVALS <small>(Only when prepared for director's signature)</small>	APPROVE	* DISAPPROVE <small>(Note reason for disapproval and return to preparer.)</small>	COMMENT
1.			
2.			
3.			
4.			

Ms. Jacqueline Davis
453 Olin Road
Vance, SC 29163

November 1, 2007

R R BOWEN

NOV 09 2007

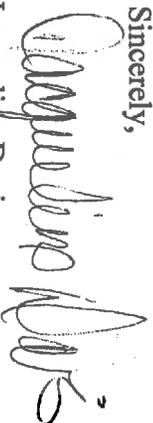
Department of Health & Human Services
OFFICE OF THE DIRECTOR

S. C. Dept. of Health and Human Services
Human Resources Office
1801 Main Street
Columbia, SC 29202

To Whom It May Concern:

I applied for position number P000025126 posted 6/12/07. I'm writing to request the qualifications on the top three candidates for this position under the Freedom of Information Act.

Sincerely,



Jacqueline Davis



State of South Carolina
Department of Health and Human Services

Mark Sanford
Governor

Robert M. Kerr
Director

TO:
FROM:

SUBJECT: Cost of Processing Request for Information

The South Carolina Department of Health and Human Services has received and processed your Information request. The cost for processing this information is as follows:

Staff processing time at \$10.00 per hour	_____	Hours	\$ _____
Pages copied at \$.10 per page	_____	Pages	\$ _____
Pages faxed at \$.20 per page	_____	Pages	\$ _____
Shipping and Handling Costs			\$ _____
Other costs associated with the FOIA request:	_____		\$ _____

Total Amount Due SCDHHS: \$ _____

Please remit the above amount to the following address:

Bureau of Fiscal Affairs
South Carolina Department of Health and Human Services
Post Office Box 8297
Columbia, South Carolina 29202-8397

Please contact _____ should you have any questions.

Signature _____

Date: _____

Finance and Administration
P. O. Box 8206 Columbia South Carolina 29202-8206
(803) 898-2503 Fax (803) 255-8235



State of South Carolina
Department of Health and Human Services

See 240

Mark Sanford
Governor

Emma Forkner
Director

November 7, 2007

VIA CERTIFIED MAIL AND US MAIL

Ms. Jacqueline Davis
453 Olin Road
Vance, South Carolina 29163

Dear Ms. Davis:

In a letter dated November 1, 2007, you requested "qualifications on the top three candidates for this position" for the Human Services Coordinator I position #P000025126 at the Department of Health and Human Services (DHHS). In accordance with the Freedom of Information Act, SC Code Ann. § 30-4-40 (a)(13), "materials relating to...the final three applicants under consideration for a position must be made available for public inspection and copying." The employment applications for the top three candidates, excluding certain background information exempt from disclosure, are enclosed.

If you have any further requests, you may contact the DHHS Office of Human Resources at (803)898-2670.

Sincerely,

Boyd Shedly
Assistant Employee Relations Manager
Office of Human Resources

Enclosures

cc: Alicia Jacobs, Interim Deputy Director
William Wells, Deputy Director
Deirdra Singleton, General Counsel
Jeff Stensland, Public Information
Personnel File

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENTS OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

Office of Human Resources
P. O. Box 8206 Columbia South Carolina 29202-8206
(803) 898-2670 Fax (803) 898-4500