

MINUTES OF
Budget and
Control Board
Meeting

June 1, 1978

MINUTES OF BUDGET AND CONTROL BOARD MEETING

JUNE 1, 1978

On June 1, 1978, a telephone poll was conducted of the following
Budget and Control Board members:

Governor James B. Edwards
Mr. Grady L. Patterson, Jr.
Mr. Earle E. Morris, Jr.
Mr. Tom G. Mangum

The following items were presented to the Board members and
resulted in Board action as noted:

(1) The Board members contacted unanimously approved a request
from Dr. Cyril B. Busbee, State Superintendent of Education, authorizing
the carrying forward of funds which had been designated for the purchase
of a computer system.

(2) The Board members denied a request from Mr. N. B. Heyward,
Executive Director of the Board of Medical Examiners, for permission to
transfer \$7,920 from contractual services to an equipment account. Mr.
Heyward's letter of May 11, 1978 indicated that \$5,070 would be used to
acquire an automobile for a second investigator.

(3) Board members denied a request from Mr. Furman McEachern for
authority to transfer \$100,000 from Contractual Services and \$13,000 from
moving expense for State departments into renovation accounts.

(4) Board members approved a request from the Department of
Insurance for the transferring of \$10,000 from a fixed charges account
into an equipment account for the expressed purpose of purchasing an automatic
typewriter.

Data pertaining to the above matters has been retained in these
files and is collectively identified as Exhibit I.



EXHIBIT I
file 6/1/78

STATE OF SOUTH CAROLINA

OFFICE OF THE STATE AUDITOR

P. O. BOX 11333

COLUMBIA

29211

WILLIAM T. PUTNAM
STATE AUDITOR

TELEPHONE
(803) 758-3106

June 5, 1978

Dr. Cyril B. Busbee
State Superintendent of Education
Rutledge Building
Columbia, South Carolina

Dear Dr. Busbee:

With reference to your letter of May 22, 1978, I have contacted a majority of the Budget and Control Board and they have approved your request for the carrying forward into the fiscal year 1978-79 the funds which had been set aside by the Department of Education for the purchase of a new computer system.

Yours very truly,

William T. Putnam
State Auditor

WTP:sc

STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

CYRIL B. BUSBEE
STATE SUPERINTENDENT OF EDUCATION



COLUMBIA

May 22, 1978

Mr. William T. Putnam
State Auditor
P.O. Box 11333
Columbia, South Carolina

Dear Mr. Putnam:

During the last quarter of calendar year 1977, it became evident that we would not be able to conclude our planned computer acquisition in FY 77-78. Consequently, we sent you the attached letter dated October 31, 1977, asking that funds for the computer be carried over to FY 78-79. You responded in agreement to our request per the letter attached dated November 17, 1977. In your letter you indicated you would contact Budget and Control Board members to seek approval for carry over of the funds.

A review of our files indicates we have not yet received such approval from the Budget and Control Board. In view of this fiscal year being almost at a close and the Board's familiarity with our computer plans and status, if the Budget and Control Board has not yet authorized this extension, it may be timely to request such action now.

Specifically, we would like approval to carry over the funds into FY 78-79 without designating the specific date in that year when the funds will be expended. We do not feel a specific date can be accurately determined now since the computer vendor has not yet been selected and delivery dates vary based upon vendor.

Thank you for your assistance in this matter.

Sincerely yours,

A handwritten signature in cursive script that reads "Cyril B. Busbee".

Cyril B. Busbee
State Superintendent of Education

ak

Attachments

STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

CYRIL B. BUSBEE
STATE SUPERINTENDENT OF EDUCATION



COLUMBIA

October 31, 1977

Mr. William T. Putnam
State Auditor
205 Wade Hampton Office Building
Columbia, South Carolina 29201

Dear Mr. Putnam:

During the past year, the Technical Education Commission and the State Department of Education have taken steps to acquire a replacement computer for our current hardware. Your office has been involved in this and Computer Systems Management has been participating in this effort in a very detailed manner. On August 22, 1977, the Budget and Control Board authorized the release of a Request for Proposal designed to acquire replacement equipment.

Although there was no discussion in the formal meeting of the Budget and Control Board, we sought through your office permission to expend accrued funds in the Department of Education for this purpose. We did receive permission through your office to expend those funds per our request. However, the permission we sought was to expend the funds in June 1978. Significant developments now suggest that it would benefit the State to defer our schedule about sixty days which correspondingly imply that the expenditure would occur not in FY 77-78, but in FY 78-79. The attached correspondence to Mr. Burr explains our motive for the proposed change.

Consequently, we request that you review this matter and allow the expenditure to be shifted approximately sixty days as previously referenced. As you consider this matter, please recognize our need to notify computer vendors of any change prior to November 11, 1977, since this is the date for receiving proposals under the current schedule. Our agency does not ordinarily ask you to respond to such time constraints, but it does seem warranted under the circumstances.

Thank you for your past assistance and consideration of this request.

Sincerely,

A handwritten signature in cursive script that reads "Cyril B. Busbee".

Cyril B. Busbee
State Superintendent of Education

CBB/df
Attachment



STATE OF SOUTH CAROLINA

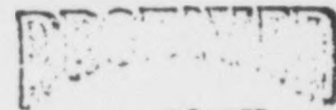
OFFICE OF THE STATE AUDITOR

P. O. BOX 11333

COLUMBIA

29211

WILLIAM T. PUTNAM
STATE AUDITOR



NOV 18 1977

OFFICE OF THE STATE TELEPHONE
SUPT. OF EDUCATION
(803) 758-3106

November 17, 1977

Dr. Cyril B. Busbee
State Superintendent of Education
Rutledge Building
Columbia, South Carolina

Dear Dr. Busbee:

You recently advised that it was highly desirable to postpone for sixty days a final decision as to the successful bidder to supply the computer equipment for the data processing unit serving the Department of Education and the Technical and Comprehensive Education Commission. You also expressed concern at the time as to whether the monies which have been approved for expenditure on this project, i. e. special funds which have been held and/or accumulated during the past year, might be carried forward into fiscal year 1978-79.

The acquisition of this computer unit has been approved by the Budget and Control Board contingent upon the receipt and proper evaluation of proposals by the various vendors. Since it is certainly desirable that such an evaluation be done in the best manner possible, it is my opinion that this evaluation be done with deliberate speed but that the final decision should not be made in haste simply to expend existing funds prior to July 1, 1978. I will, therefore, be glad to contact Budget and Control Board members to see if they will endorse the concept of the carrying forward of those funds which have previously been dedicated for the computer system.

Yours very truly,

William T. Putnam
State Auditor

WTP:sc



File

STATE OF SOUTH CAROLINA

OFFICE OF THE STATE AUDITOR

P. O. BOX 11333

COLUMBIA

29211

WILLIAM T. PUTNAM
STATE AUDITOR

TELEPHONE
(803) 756-3106

June 5, 1978

Mr. N. B. Heyward, Executive Director
Board of Medical Examiners
1315 Blanding Street
Columbia, South Carolina 29201

Dear Mr. Heyward:

As you are probably aware, by several different actions, members of the General Assembly have expressed great displeasure over the fact that many State agencies have made heavy equipment and supply purchases during the latter part of the fiscal year. For this reason, the Budget and Control Board has been very reluctant to authorize transfers of funds appropriated for one purpose to other accounts for the purpose of buying equipment.

We have contacted a majority of the Budget and Control Board and they have declined to approve your request of May 11, 1978 for the transfer of Contractual Services money for the purchase of a motor vehicle.

Yours very truly,

William T. Putnam
State Auditor

WTP:sc



N. B. HEYWARD, EXEC. DIRECTOR
1315 BLANDING STREET
COLUMBIA, SOUTH CAROLINA 29201

TELEPHONE 758-3361

State Board of Medical Examiners
of South Carolina

1315 Blanding Street
Columbia, South Carolina 29201

May 11, 1978

VERNON E. MERCHANT, JR., M.D., PRES., ANDERSON
CHARLES W. BRICE, JR., M.D., V. PRES., COLUMBIA
FOSTER MARSHALL, II, M.D., SEC., COLUMBIA
A. RICHARD JOHNSTON, M.D., ST. GEORGE
WILLIAM P. TURNER, M.D., GREENWOOD
HAROLD S. GILMORE, M.D., NICHOLS
WILLIAM O. WHETSELL, M.D., ORANGEBURG
CHARLES N. WYATT, M.D., GREENVILLE
ERNEST A. JOHNSON, D.O., SUMMERVILLE

Mr. Thad Dreher
Office of the State Auditor
Wade Hampton Office Building
Columbia, SC 29201

Dear Mr. Dreher:

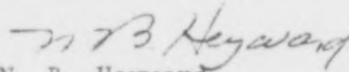
The attached Transfer Request covers two general areas. The first amount of \$2,850 for office equipment is needed because we have added personnel in our office and are utilizing rooms in our office building which were previously used for storage only. The funds requested are to furnish these areas so that they can be used by the members of our staff.

The \$5,070 is to enable us to acquire an automobile for a second investigator. We are continuing to step up our investigative operations and the addition of a second investigator is quite necessary. We are presently interviewing applicants and anticipate that one of them will be hired by the first of June. Since our investigators travel throughout the state, an automobile is essential and we need to have the automobile available immediately upon hiring of this investigator.

We are requesting that the funds be transferred from Contractual Services. We have adequate funds in this account to accomodate this Transfer Request.

Please accept my thanks in advance for your consideration of this request.

Sincerely,


N. B. Heyward
Executive Director

NBH:pc
Encls.

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CM

State of South Carolina

STATE BUDGET AND CONTROL BOARD

Finance Division

Columbia

Date: 5-11-78

To the Comptroller General and the State Treasurer:

By unanimous approval of the State Budget and Control Board, the following appropriation transfers are authorized.

Department Medical Examiners BoardFiscal Year 77-78

Section	Item	Activity and Account	Organization No.	Account No.	Transaction Code	AMOUNT	
						DEBIT	CREDIT
1		Adm. - Contractual Services	S0404000000	11066499	20207	7,920.00	
1		Adm. - Equipment	S0404000000	11066503	20601		2,850.00
1		Adm. - Equipment	S0404000000	11066503	20604		5,070.00
TOTAL						7,920.00	7,920.00

TO DEPARTMENT AND INSTITUTIONS:

This form should be accompanied with a letter indicating fully the necessity of the transfer being requested. No commitment should be made in anticipation of the approval of a transfer.

Date Approved _____

State Auditor

SUBMIT ORIGINAL AND THREE (3) COPIES.



file

STATE OF SOUTH CAROLINA

OFFICE OF THE STATE AUDITOR

P. O. BOX 11333

COLUMBIA

29211

WILLIAM T. PUTNAM
STATE AUDITOR

TELEPHONE
(803) 756-3106

June 5, 1978

Mr. Furman McEachern, Director
Division of General Services
300 Gervais Street
Columbia, South Carolina 29201

Dear Furman:

As you know, several members of the General Assembly and the Reorganization Commission have expressed serious concern about the heavy expenditure of State monies during the last month or two of the fiscal year. In fact, this office has been asked to look into the practice by the various agencies where such activity seems to be for the expressed purpose of avoiding lapsing money to the General Fund.

For this reason, I did not feel free to unilaterally approve your request of May 16, 1978 for the transfer of \$113,000 of Contractual Services funds into Renovations accounts. A majority of the Board members were contacted individually concerning this matter and they unanimously felt that the Board could be severely criticized for authorizing such a transfer. Therefore, without further action of the Board, the transfer request must be denied.

Yours very truly,

William T. Putnam
State Auditor

WTP:sc

STATE OF SOUTH CAROLINA
DIVISION OF GENERAL SERVICES

BUDGET AND CONTROL BOARD

300 GERVAIS STREET, COLUMBIA, S. C. 29201



May 16, 1978

FURMAN E. McEACHERN, JR.
DIVISION DIRECTOR
803/758-2226

JAMES M. SIMPSON, JR.
DIRECTOR ADMINISTRATIVE SERVICES
803/758-3214

Mr. W. T. Putnam
State Auditor
Wade Hampton Office Building
Columbia, South Carolina 29201

Dear Mr. Putnam:

It is respectfully requested that the enclosed transfer be approved.

This transfer would allow us to place funds in the Renovations - State House Account to be used to satisfy additional Barrier Free Design Standards. It would also allow us to place funds in the Renovations - Other Buildings Account to upgrade our existing Environmental Control System to make it compatible with the University of South Carolina. This upgrade would allow any further expansion of our buildings and University of South Carolina buildings to be bid competitively. This gives us the capability for a more effective Energy Management Program. Also, this would allow for the necessary funds to do renovations in the Comptroller General's Office. This is necessary because of the additional personnel employed by this office.

Your cooperation is appreciated.

Very truly yours,

F. E. McEachern,
Division Director

FEMjr:rr

Enclosure

N-

CP

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SUBMIT ORIGINAL AND THREE (3) COPIES.



JOHN W. LINDSAY
CHIEF INSURANCE COMMISSIONER

STATE OF SOUTH CAROLINA
DEPARTMENT OF INSURANCE

2711 MIDDLEBURG DRIVE
COLUMBIA, SOUTH CAROLINA 29204

MAILING ADDRESS:
P. O. BOX 4067, COLUMBIA, S. C. 29240
TELEPHONE: (803) 758-3266

INSURANCE COMMISSION

GAYLE O. AVERY
EDWARD KRONBERG
CLAUDE E. MCCAIN
JAMES C. SELF
E. FORT WOLFE

May 15, 1978

Mr. William T. Putnam
State Auditor
State of South Carolina
Post Office Box 11333
Columbia, South Carolina 29211

Dear Mr. Putnam:

We respectfully request approval for the following transfer of funds:

	<u>Account No. and Title</u>	<u>Amount</u>
From:	11066206 Fixed Charges & Contri	\$10,000.00
To:	11066207 Equipment	10,000.00

This request is necessary to provide sufficient funds for the contemplated purchase of word processing equipment.

Thank you for your prompt consideration of this request.

Sincerely yours,

Miriam L. Leeke

MIRIAM L. LEEKE
Director, Administrative Services

wht:pw
Enclosure

COV
E A
G
COV

Thad.
This is ok.
WTF



JOHN W. LINDSAY
CHIEF INSURANCE COMMISSIONER

STATE OF SOUTH CAROLINA
DEPARTMENT OF INSURANCE

2711 MIDDLEBURG DRIVE
COLUMBIA, SOUTH CAROLINA 29204

MAILING ADDRESS:
P. O. BOX 4067, COLUMBIA, S. C. 29240
TELEPHONE: (803) 758-3266

INSURANCE COMMISSION

GAYLE O. AVERY
EDWARD KRONBERG
CLAUDE E. MCCAIN
JAMES C. SELF
E. FORT WOLFE

May 25, 1978

Mr. William T. Putnam
State Auditor
State Of South Carolina
Post Office Box 11333
Columbia, South Carolina 29211

In Reply Refer To #100

Dear Bill:

By letter of May 15, 1978, the Department made a request for a transfer of funds to the Equipment Account to purchase Word Processing Equipment. The Mag Card II Typewriter, which we wish to purchase from State Personnel, can be obtained on June 30, 1978, at a savings of \$4,787. This is an expenditure for equipment which hopefully will reduce personnel costs, which is the most expensive part of the budget of State agencies.

I can appreciate the fact that you are exceptionally busy with work on the General Appropriations Bill in the Senate Finance Committee. The following may be helpful to you if you find it necessary to negate any legislative sensitivities about fourth-quarter expenditures. First, the Department has been considering a Word Processing System or equivalent since July, 1977. Second, we have been slowly but steadily realigning our personnel goals in order to operate the Department at maximum efficiency with the least number of personnel. Third, it has only been in the past three weeks that we were advised that this piece of used equipment will become available from the State Personnel Division on June 15. Fourth, I believe that the acquisition of this machine will enable us to eliminate four or five clerical personnel with associated equipment and expense through attrition over the next eighteen months. In other words, I regard this as a sound investment for the future at a considerable savings and personal service monies.

Mr. William T. Putnam

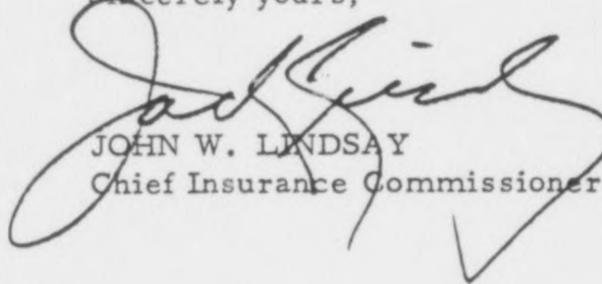
Page 2

May 25, 1978

You have always been most helpful to us in the past and I would hope that you would help us implement what I perceived to be a prudent management decision.

I would appreciate your prompt attention to our request.

Sincerely yours,



JOHN W. LINDSAY
Chief Insurance Commissioner

JWL:efw

CC: Honorable Robert C. Lake, Jr.
Senator - District No. 5
State Of South Carolina
Box 245
Whitmire, South Carolina 29178

State of South Carolina

STATE BUDGET AND CONTROL BOARD

Finance Division

Columbia

Date: May 15, 1978

To the Comptroller General and the State Treasurer:

By unanimous approval of the State Budget and Control Board, the following appropriation transfers are authorized.

Department Insurance DepartmentFiscal Year 1977-78

Section	Item	Activity and Account	Organization No.	Account No.	Transaction Code	AMOUNT	
						DEBIT	CREDIT
		Fixed Charges & Contr	R20	04000000	11066206	2 1601	10,000.00
		Equipment	R20	04000000	11066207	1 1601	10,000.00
TOTAL						\$10,000.00	\$10,000.00

COMMITMENT AND INSTITUTIONS:

should be accompanied with a letter indicating fully the necessity of the transfer being requested. No commitment should be made in anticipation of the approval of a trans

Date Approved _____

State Auditor _____

SUBMIT ORIGINAL AND THREE (3) COPIES.

THE END