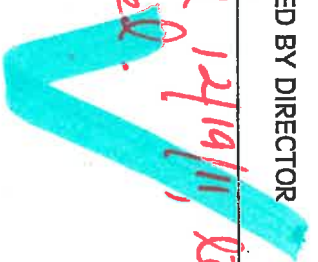


DEPARTMENT OF HEALTH AND HUMAN SERVICES  
OFFICE OF DIRECTOR

**ACTION REFERRAL**

TO <i>Hess</i>	DATE <i>12-7-11</i>
-------------------	------------------------

DIRECTOR'S USE ONLY	ACTION REQUESTED
1. LOC NUMBER  <div style="text-align: center; font-size: 1.2em;"><i>101215</i></div>	<input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____
2. DATE SIGNED BY DIRECTOR  <div style="text-align: center;"> <i>Claude 12/19/11 letter attached.</i>   </div>	<input checked="" type="checkbox"/> Prepare reply for appropriate signature DATE DUE <i>12-16-11</i>  <input type="checkbox"/> FOIA DATE DUE _____  <input type="checkbox"/> Necessary Action

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

NIKKI HALEY, CHAIR  
GOVERNOR  
CLIFTON M. LOFTIS, JR.  
STATE TREASURER  
RICHARD ECKSTROM, CPA  
COMPTROLLER GENERAL



SC BUDGET AND CONTROL BOARD

STATE FLEET MANAGEMENT  
Warren J. McCormack  
STATE FLEET MANAGER

(803) 737-0668  
FAX: (803) 737-1160

HUGH K. LEATHERMAN, SR.  
CHAIRMAN, SENATE FINANCE COMMITTEE  
W. BRIAN WHITE  
CHAIRMAN, HOUSE WAYS AND MEANS  
COMMITTEE  
MARCIA S. ADAMS  
EXECUTIVE DIRECTOR

December 2, 2011

**RECEIVED**

DEC 06 2011

Department of Health & Human Services  
OFFICE OF THE DIRECTOR

Mr. Anthony Keck  
Department of Health and Human Services  
1801 Main Street  
Columbia, SC 29201

Reference: State Vehicle Tag # SG86995 Log#1212727

Dear Mr. Keck:

We recently received the enclosed information concerning possible misuse of a state-owned vehicle. State Fleet Management has been directed by the South Carolina Budget and Control Board to forward all customer concerns to the appropriate agency for review of the facts regarding the incident.

Please provide our office a copy of your findings. We may forward a copy of your response to the citizen originating this action. If I may provide any further assistance or clarification on this subject, please advise.

Respectfully,

Warren J. McCormack  
State Fleet Manager

WJM/vr

Enclosures:

## Vehicle Incident Report Form


12/2/22

State Budget and Control Board • General Services Division • State Fleet Management  
1026 Sumter Street, 2<sup>nd</sup> Floor • Columbia, SC 29201-3746  
Tel 803-737-0668 • Fax 803-737-1160

The State of South Carolina requires its employees to operate State vehicles in a safe and courteous fashion, obeying all transportation laws. Citizens who observe a State vehicle being operated improperly are asked to notify State Fleet Management of such incidents.

Please notify our office by completing the form below and sending it to the address listed at the top of this page. We will forward a copy of the complaint to the appropriate agency for an investigation of the incident to determine if corrective action is required.

We at State Fleet Management sincerely appreciate your interest and concern for the proper operation of the vehicles belonging to the State, and we thank you for your time and effort.

Date of Observation	Date: 11.30.11	Time: 9:40	(AM) PM
Vehicle Identification (if known)	License Tag No.: SE86995		
Year: 1	Make: Aiken	Model: Cobalt	
Driver Identification (if known)	Name:		
Approximate Age: 55?	Sex: F	Description: African American	
Location of Incident (such as street, highway, intersection, direction of travel) S.C. 302 / SC 118 Aiken . S.C.			
Brief Description of Incident (please be specific; attach additional pages as necessary) I'm driving my vehicle on two lane street Hwy 302 west bound. speeding to about 75 302/118. Radio advertisement on 118 westbound. Gas man in 45 mph when BTRD I lost vehicle due to speed.			
<input checked="" type="checkbox"/> Please check the box at left to receive a copy of the Agency's response to this complaint. Although signature and address are optional, we can't give you a written response without an address or a fax number.			
Signature: 	Telephone: 803 648 0430		
Name (please print): MITCH BERO	Fax: 803 643 5659		
Address: 1219 S. Bonham Ave S.E.			
City: Aiken	State: SC	ZIP: 29801	
SFM Use Only			
Date of Call	Date:	Time:	AM/PM
Received by: Name:	Signature:		



12/01/2011 2:45:17 PM

Owner STATE OWNED  
 Equipment Number 0A2CH50034  
 Tag Number SG86995  
 VIN # 1G1AL55F067863279  
 Vehicle Status ACTIVE  
 Ordered Against ☐

Vehicle owner  
 Owner Agency F16 B&C BD-STATE FLEET  
 MANAGEMENT  
 Owner Division  
 Agency Id 129030  
 Vehicle Leased? ☐

Equipment  
 Classification SEDAN/COMPACT  
 Class A2 SEDAN, COMPACT  
 Equipment Type 03 4-DOOR  
 Body Style G GENERAL USE  
 Use Type 58431  
 Odometer 06/30/2011  
 Odometer Date

Model Year 2006  
 Make CHEVROLET  
 Model 0A2CH5  
 Model No CHEVROLET  
 Exterior Color COBALT  
 Pass Capacity 5

Vehicle Current  
 Location  
 SFM Location J02  
 Agency SC DEPARTMENT OF HEALTH AND HUMAN  
 SERVICES  
 Division CO40  
 Location Code COLUMBIA / RICHLAND  
 Assignee SUPPORT  
 SERVICES  
 Contact Phone  
 Contact Cell  
 Contact Email

## Equipment Record

Fuel	Motor Pool	Warranty Information
Fuel Type UNLEADED	Motor Pool (Y/N) NO	Warr Code W003 3 YEARS / 36000 MILES
Secondary Fuel Type	Motor Pool Lease Type COMPACT	Warranty (Years) 3 YEARS
Tank Size 0.00	Motor Pool	Warranty (Distance) 36000
Driver		Warranty Expiration 05/30/2009
Tag	Confidential Tag <input type="checkbox"/>	
License State SC SOUTH CAROLINA	License Expiration Date //	
Date Tag Sent	Decal Exempt <input type="checkbox"/>	
Prev Tag No		
Title Location L1 SFM		

Linked  
 Equipment  
 Child Unit (Y/N)? ☐ This unit is a child unit - If checked Enter Parent ID  
 Parent ID

*208 letter 000215*

December 19, 2011

Mr. Warren McCormack, State Fleet Manager  
State Fleet Management  
1026 Sumter Street, 2<sup>nd</sup> Floor  
Columbia, S.C. 29201-3476


Re: Vehicle complaint on SG86995 - Log #1212727

Dear Mr. McCormack:

After an investigation of the reported incident, the driver of the above mention vehicle has been counseled regarding the nature of this complaint. The driver stated she will be mindful of speed limits and tailgating, however, with the nature of this complaint, she is scheduled to attend the Agency's next Defensive Driving Class.

Should you need any additional information or have any questions regarding our response, please do not hesitate to contact me directly at 898-2631.

Sincerely,

  
Robert M. Cannon, Program Director  
Administrative Services

RMG: jym