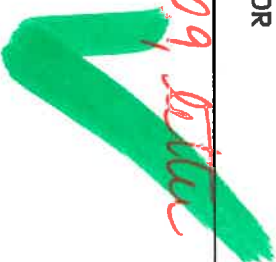


DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF DIRECTOR

ACTION REFERRAL

| | |
|-------|---------|
| TO | DATE |
| Wells | 7-15-09 |

| | |
|--|---|
| DIRECTOR'S USE ONLY | ACTION REQUESTED |
| 1. LOG NUMBER J011032 | <input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____ <input checked="" type="checkbox"/> Prepare reply for appropriate signature DATE DUE <u>7-24-09</u> <input type="checkbox"/> FOIA DATE DUE _____ <input type="checkbox"/> Necessary Action |
| 2. DATE SIGNED BY DIRECTOR <u>Cleared 7/20/09 letter attached.</u>  | |

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

STATE OF SOUTH CAROLINA
State Budget and Control Board
GENERAL SERVICES DIVISION

MARK SANFORD, CHAIRMAN
GOVERNOR
CONVERSE CHELLIS III, CPA
STATE TREASURER
RICHARD ECKSTROM, CPA
COMPTROLLER GENERAL



HUGH K. LEATHERMAN, SR.
CHAIRMAN, SENATE FINANCE COMMITTEE
DANIEL T. COOPER
CHAIRMAN, WAYS AND MEANS COMMITTEE
FRANK W. FUSCO
EXECUTIVE DIRECTOR

M. RICHBOURG ROBERSON
DIRECTOR

STATE FLEET MANAGEMENT
140 STONERIDGE DR., SUITE 650
COLUMBIA, SC 29210
(803) 737-0668
FAX (803) 737-1160

WARREN J. MCCORMACK
STATE FLEET MANAGER

July 13, 2009

RECEIVED

Department of Health & Human Services
OFFICE OF THE DIRECTOR

JUL 15 2009

Ms. Emma Forkner
Department of Health and Human Services
1801 Main Street
Columbia, SC 29201

Reference: State Vehicle Tag # SG91781 Log #1007536

Dear Ms. Forkner:

We recently received the enclosed information concerning possible misuse of a state-owned vehicle. State Fleet Management has been directed by the State 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,

A handwritten signature in black ink, appearing to read "Daniel Youngblood".

Daniel Youngblood
Team Leader

DY/vr

Enclosures:

OPERATIONS

COMPLIANCE AND ADMINISTRATION

MAINTENANCE

Vehicle Incident Report Form

State Budget and Control Board • General Services Division • State Fleet Management
140 Stoneridge Drive, Suite 650 • Columbia, SC 29210-8257
Tel 803-737-0668 • Fax 803-737-1160

1007536

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: 7/9/2009 Time: 7:41 AM AM/PM

Vehicle Identification (if known) License Tag No.: SG91781

Year: Make: Chevy Model: Impala (red)

Driver Identification (if known) Name: unknown

Approximate Age: Sex: F Description: large female with long blonde hair

Location of Incident (such as street, highway, intersection, direction of travel)
Leaving Coldstream Subdivision turning onto Old Bush River Rd heading toward St Andrews Rd

Brief Description of Incident (please be specific; attach additional pages as necessary)

Driver was engaged in a cell phone conversation and repeatedly ran off the road barely avoiding a ditch and several road signs. She was not aware of drivers in front of her while on Old Bush River Rd and she had to brake very hard to avoid a car in front of her near the storage center. As the driver turned on to St Andrews Rd heading toward Columbia, I observed her crossing into other driver's lanes. This individual appeared to be caught up in conversation and completely unaware of her irresponsible behavior and the danger she was creating for herself and others around her.

☒ 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:

Name (please print): Fax: 803-898-7155

Address:

City: State: ZIP:

SFM Use Only

Date of Call Date: Time: AM/PM Telephone:

Received by: Name: Signature:

MVE112NP EI-G
MROBERS

EQUIPMENT DETAIL (General Information)
=====

07/10/09
12:33:11

Action Code: _____ PRIORITY 00
Tag SG91781 Previous Tag
SCEMIS Number 0A3 CH 9 0486

* 0 MEMOS ON FILE* LH= YES
Agency F16 Agy Id # 121371
B&C BD-STATE FLEET MANAGEMENT

Class SEDAN MID SIZE
Make CHEVROLET
Model IMPALA
Year Make 2008 Model No _____
VIN 2G1WB55KX81273550

Equip Type A3 SEDAN. MIDSIZE
Body Style 03 4-DOOR
Status A ACTIVE
Use Type G GENERAL USE
Pass Capacity 5 _____

Warranty W003 3 YEARS / 36000 MILES

Exp Dt 04242011

P O Number 08CD800621 Decal 38064
Recv Date 04242008 Recv Odom 28
Color RED Tag Sent
Contact JIMMY LEVER

Assigned J02 SC DEPARTMENT OF HEA
Name/Div SUPPORT SERVICES
Location CO40 COLUMBIA / RICHLAND

Odometer type M Date 06/25/2009
Current 12,145
PM Schedule B NORMAL SERVICE (VEHI
Last PM Done A 06032009 11366
Next PM Due B 06032010 16366
Fuel Type RE UNL REG/ETHANOL
Fuel Card (Curr) 4110072457494023
(Prev)



State of South Carolina
Department of Health and Human Services

Mark Sanford
Governor

Emma Forkner
Director

July 20, 2009

Mr. Daniel Youngblood, Fleet Management
State Fleet Management
140 Stoneridge Drive, Suite 650
Columbia, South Carolina 29210

Re: State Vehicle Tag # SG91781

Dear Mr. Youngblood:

After an investigation of the reported incident, the driver has been counseled concerning the nature of this complaint and its consequences. She has also been counseled on the use of cell phones while driving and is scheduled to attend a defensive driver training class through our Agency on July 21, 2009.

If you have any questions, please call me at 898-2605

Sincerely,


Robert M. Cannon, Bureau Chief
Administrative Services

RMC:jym

✓ Log # 32