

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Veritex LLC**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC     C Corporation     S Corporation     Partnership     Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ C

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

**290 West Mount Pleasant Avenue Suite 3200**

Requester's name and address (optional)

6 City, state, and ZIP code

**Livingston, NJ 07039**

7 List account number(s) here (optional)

Print or type.  
See Specific Instructions on page 3.

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

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OR

Employer identification number

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here**

Signature of U.S. person

*[Handwritten Signature]*

Date ▶

1/3/23

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1088 (home mortgage interest), 1088-E (student loan interest), 1088-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Friday, February 24, 2023 8:22 AM  
**To:** Jon Carpenter  
**Subject:** Time clock

The time clock in security is not working. Mike Atwood has been doing their time through his time clock. I will notify IT about the problem. Just wanted you to know if there are issues with time--

Laura C. Hayes  
Deputy Clerk of Court  
for Colleton County  
P O Box 620  
Walterboro, SC 29488  
843-549-2870 x 6965

COURTESY OF  
LUNA SHARK MEDIA

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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Friday, February 10, 2023 4:18 PM  
**To:** Jon Carpenter  
**Subject:** Electronics guy

Pursuant to our earlier conversation, I have attached Mr. Browne's business card. We have sent him a W-9 and requested a copy of his workers comp ins. in case you need that.

The attorney general's office has backed out. They don't want to participate since this person was hired by the defense.

We requested a list of items Mr. Browne is currently providing:

Monitors, HDMI cables, HDMI connection cables (male and female), speakers, power cords, splitters, trial presentation for video, audio and documents. Helping with the switching of devices, trouble shooting any technology issues and set up of any technology brought in on any given day.

Granted he was hired by the defense and some of that is solely for them. However, For the Record that has loaned us this equipment on a 90 day trial basis did not provide everything that has been needed in the courtroom and Mr. Browne has been gracious in allowing us (the county) to use his cables etc. Some of the things we needed our IT did not have. The defense has asked us to split the cost with them to keep him here another 2 or 3 weeks. At first the AG's office said they would go in because they are benefiting as well but they see it as our (the county) responsibility to provide these things. Would the county want to pay half which is roughly \$1,250.00 per week or try to get our IT Department to work through the weekend to try to provide the cables, monitors etc. that Mr. Browne will be taking with him. I don't have a solid understanding of everything involved and why we didn't have what was needed to start with and why we had to borrow from this man. If we refuse to pay, what are we losing? I cannot answer that but if you talk to Jeff maybe he has a better understanding of all of that?? Thanks for your help and let me know what you think about us splitting the cost of keeping this guy with the defense team.

--

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---

**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Thursday, February 9, 2023 4:53 PM  
**To:** Jon Carpenter  
**Cc:** Polly Ann Riley; Rebecca Hill  
**Subject:** Re: Invoice from Shred-It

Okay. Great. Thanks Jon! And Susan!

On Thu, Feb 9, 2023 at 4:51 PM Jon Carpenter <jcarpenter@colletoncounty.org> wrote:

Laura,

I know Susan has been researching it and so with your information in the email we will plan on getting the balance paid on the check run next week.

Thanks,  
Jon

On Thu, Feb 9, 2023 at 4:34 PM Laura Hayes <lhayes@colletoncounty.org> wrote:

Jon - We are struggling with trying to get an invoice from Stericycle/Shred It. They claim we owe \$46.92. We do not have an invoice for this amount and they cannot seem to provide it. All we get from them is a letter saying we are past due in the amount of \$46.92 and you can see what was sent to us by email that I have attached. After several phone calls what we have finally found out from them is that invoice 8002234333 dated August 31, 2022 was not paid in full. They indicate they were only paid \$50.61 of the \$97.53 due on the invoice. It is my understanding that these bills are sent to you for payment from account 100-412-412-40-6100. I have attached the latest correspondence from them in their response to our request for an invoice for the \$46.92 which said we were credited \$50.61. It just doesn't make sense to any of us and we are having trouble trying to figure it out. Just seeing what you may have in your records. Thanks!

--  
Laura C. Hayes  
Deputy Clerk of Court  
for Colleton County  
P O Box 620  
Walterboro, SC 29488  
843-549-2870 x 6965

--  
Jon Carpenter, CPA  
Finance Director  
[Colleton County](#)  
[109 Benson Street](#)  
[Walterboro SC 29488](#)  
843-549-5716 x8133

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**Subject:** Re: Invoice from Shred-It

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Jon Carpenter, CPA  
Finance Director  
Colleton County  
109 Benson Street  
Walterboro SC 29488  
843-549-5716 x8133

---

**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Thursday, February 9, 2023 4:34 PM  
**To:** Jon Carpenter; Rebecca Hill; Polly Ann Riley  
**Subject:** Invoice from Shred-It  
**Attachments:** 20230209162834.pdf

Jon - We are struggling with trying to get an invoice from Stericycle/Shred It. They claim we owe \$46.92. We do not have an invoice for this amount and they cannot seem to provide it. All we get from them is a letter saying we are past due in the amount of \$46.92 and you can see what was sent to us by email that I have attached. After several phone calls what we have finally found out from them is that invoice 8002234333 dated August 31, 2022 was not paid in full. They indicate they were only paid \$50.61 of the \$97.53 due on the invoice. It is my understanding that these bills are sent to you for payment from account 100-412-412-40-6100. I have attached the latest correspondence from them in their response to our request for an invoice for the \$46.92 which said we were credited \$50.61. It just doesn't make sense to any of us and we are having trouble trying to figure it out. Just seeing what you may have in your records. Thanks!

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843-549-2870 x 6965

COURTESY OF  
LUNA SHARK MEDICAL



Cindy Nettles <cnettlles@colletoncounty.org>

**Regarding Your Shred-it Request - Reference 04656636 [ ref:\_00Df423wCj.\_5005G1SVU6O:ref ]**

Customer Relations <customer-relations@stericycle.com>  
To: "cnettlles@colletoncounty.org" <cnettlles@colletoncounty.org>

Thu, Feb 9, 2023 at 3:15 PM



Dear Cindy,

We have attached to this invoice the invoice you requested. In line with the credit for the amount of \$ 50.61, I do apologize but I was not able to see any credit memo document for this amount. The best way to pay this invoice balance is to issue it as a check.

Feel free to simply reply to this email or give us a call at 1-800-697-4733 should you have any questions or concerns. Please mention Customer Support Reference 04656636.

Thank you for being a valued customer.

Stericycle | Shred-it  
Customer Care  
800-697-4733  
Customer-Relations@Stericycle.com

You can visit our website at [Shredit.com](https://www.shredit.com) and [MyShredit.com](https://www.myshredit.com)

ref:\_00Df423wCj.\_5005G1SVU6O:ref

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27K





TAX ID: 36-3640402

Page 1 of 2

Customer No. (Payer)	1000096281
Invoice No.	8002234333
Invoice Date	08-31-2022
Due Date	09-30-2022
Balance FWD	\$0.00
Payments	\$0.00
Credits	\$0.00
<b>Total Invoice Charges</b>	<b>\$97.53</b>
Total Account Balance	\$97.53
Payment Terms	Net due in 30 days

Stericycle has updated the Fees for Shred-it customers. For more information, please visit our 'Fees' Page on [shredit.com](http://shredit.com).

COLLETON COUNTY CLERK OF COURT  
 101 HAMPTON ST  
 WALTERBORO, SC 294883926  
 USA

CURRENT	1-30 DAYS	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	TOTAL ACCOUNT BALANCE
\$97.53	\$0.00	\$0.00	\$0.00	\$0.00	\$97.53

For Billing, Scheduling or Customer service: (800) 697-4733 Hours of Operation: (Mon-Fri) 7 AM to 7 PM Customer-relations@Stericycle.com

Service Date	Customer PO	Proof of Service	Service Description	Qty	Unit of Measure	Unit Price	Surcharges/ Discounts	Subtotal Price
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Invoice Charges

Site#: 1000096281 COLLETON COUNTY CLERK OF COURT 101 HAMPTON ST WALTERBORO SC 294883926

08-08-2022 87891700 REGULAR SERVICE | ON-CONSOLE (STANDARD)

Minimum Order Value \$97.53

Sub Total \$97.53

Tax Total \$0.00

Site Total \$97.53

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

CUSTOMER NO	INVOICE DATE	INVOICE NO.	TOTAL INVOICE CHARGE
1000096281	08-31-2022	8002234333	\$97.53
CHECK NO.		AMOUNT ENCLOSED	
		\$	

Be sure to write your customer number on your check

Please log onto [MyShredit.com](http://MyShredit.com) to make an electronic payment

=====ADDRESSEE=====  
 COLLETON COUNTY CLERK OF COURT  
 101 HAMPTON ST  
 WALTERBORO, SC 294883926  
 USA

=====REMIT TO=====  
 Stericycle, Inc.  
 28883 Network Place  
 Chicago, IL 60673-1288

028883 1000096281 0000008002234333 0000009753 0



Laura Hayes <lhayes@colletoncounty.org>

acc 1000096281

1 message

Sumpter, Tiffany <Tiffany.Sumpter@stericycle.com>  
To: "lhayes@colletoncounty.org" <lhayes@colletoncounty.org>

Tue, Feb 7, 2023 at 11:54 AM

Billing Accounts: #1000096281 - COLLETON COUNTY CLERK OF COURT (Invoicing & Payments)

**Billing**

Open Invoices (1)

Current Balance:

USD \$46.92

Download selected #:

<input type="checkbox"/>	Date Generated	Invoice #	Customer #	Amount	Balance Due	Due Date
<input type="checkbox"/>	11/29/2022		1000096281	\$46.92	\$46.92	11/29/2022

Hello,

Please review the invoice attached. Please understand that I only have access to send out invoices per request, I do not have access to make any changes on your account. If you have any additional questions or need to make billing changes, you may call 1-888-409-3220 to speak with an agent. Also, if you have any disputes or concerns you may contact Customer Service at 1-800-697-4733 or email Customer-Relations@STERICYCLE.com. You may access and review your account online at [www.myshredit.com](http://www.myshredit.com) for any additional invoices or to make changes to paperless billing or to have invoices sent by mail and to set up Auto Pay.

For faster payment processing please visit <https://apps.stericycle.com/paymentportal/Pay.aspx>. Our online payment portal accepts Visa, Mastercard, and American Express.

Thank you and have a great day!

Tiffany Sumpter | Credit & Collections  
Stericycle, Inc. | 2355 Waukegan Rd, Bannockburn, IL 60015  
| Tiffany.Sumpter@stericycle.com



We Protect what matters

CONFIDENTIALITY NOTICE: The information in this Email is confidential and may be privileged. This Email is intended solely for the named recipient or recipients. If you are not the intended recipient, any use, disclosure, copying or

distribution of this Email is prohibited. If you are not the intended recipient, please inform us by replying with the subject line marked "Wrong Address" and then deleting this Email and any attachments. Stericycle, Inc. uses regularly updated anti-virus software in an attempt to reduce the possibility of transmitting computer viruses. We do not guarantee, however, that any attachments to this Email are virus-free. Nota de confidencialidad: La información que presenta este correo es confidencial, y puede ser de uso privilegiado. Este correo intenta ser enviado solo al destinatario, o a los destinatarios. Si usted no es el destinatario, no podrá usar, desglosar, copiar, o distribuir la información de este correo ya que está prohibido. Si usted no es el correcto destinatario, por favor infórmenos reenviándonos el mismo con el asunto "Dirección incorrecta", y luego borre el correo y los adjuntos. Stericycle, Inc. usa regularmente actualizaciones de software anti-virus para así reducir posibles virus. De todas maneras, no garantizamos que los adjuntos estén libres de virus.

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 8002637067.pdf  
27K

COURTESY OF  
LUNA SHARK MEDIA

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**From:** Jon Carpenter <jcarpenter@colletoncounty.org>  
**Sent:** Monday, February 6, 2023 6:32 PM  
**To:** Laura Hayes; Rebecca Hill  
**Subject:** Meals

Can you let me know why we are now getting 40 meals. My limited understanding is that we need to feed those who are not allowed to leave the courthouse like the jurors, the alternates, the defendant, the judge, but I can not come back to 40.

Thanks,  
Jon

COURTESY OF  
LUNA SHARK MEDIA

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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Thursday, February 2, 2023 9:27 AM  
**To:** Jon Carpenter; Kaye Syfrett  
**Attachments:** Fingerprint info.pdf

Good morning Jon! We are required to have background checks on file for all employees who have access to our child support system because of the FTI that can be found in that system. We mailed fingerprint cards to the FBI last October. They mailed back and requested that additional forms had to accompany the fingerprint cards and I believe Finance had provided the check that was also mailed. We received information back and it appears they destroyed that check and will only accept money order, certified check or credit card payment. I have attached the letter and credit card payment form they sent me. We have 8 employees that this is required for and the cost is \$18.00 per person.

The purpose of my email is to let you know that they destroyed that check in case you have it outstanding in your system. I asked Cindy Nettles if the check came from us and she said she had not written a check for this so I figured Finance had written the check. Also I wanted to ask if I can put the credit card information on the form from the ghost card that Becky has? I copied Kaye on this as she might be the one to answer that question.

Employees background check required for:

Rebecca Hill  
Laura Hayes  
Linda Herndon  
Patricia Bryant  
Gary Hale  
Tytiana Williams  
Cindy Nettles  
Jeff Hill

Thanks!

--  
Laura C. Hayes  
Deputy Clerk of Court  
for Colleton County  
P O Box 620  
Walterboro, SC 29488  
843-549-2870 x 6965



**U.S. Department of Justice**  
Federal Bureau of Investigation  
Criminal Justice Information Services Division  
Clarksburg, WV 26306

LAURA C HAYES  
ATTN: REBECCA H HILL/LAURA HAYES  
C/O: COLLETON COUNTY CLERK OF COURT  
PO BOX 620  
WALTERBORO, SC 29488

Date: 10-07-2022

Re: D28828722280

The request for a copy of your Identity History Summary for Departmental Order 556-73 purposes is invalid because of the reason(s) indicated below.

The application is invalid for the following reason(s)

- Missing signed correspondence from applicant authorizing third party dissemination

The form of payment is invalid for the following reason(s)

- Money order or certified check not payable to U.S. Treasury
- Personal/business check destroyed for security purposes

To avoid delay in processing your request, please resubmit the above requested information to the address provided below or by fax at 304-625-9792. Please DO NOT submit both. If a completed fingerprint card is being submitted due to a reason above, it must be mailed to the address below. Your cooperation is appreciated.

All correspondence will be retained for a minimum of 180 days, after which it may be destroyed if the information requested has not been received.

Any questions may be addressed to the Customer Service Group at 304-625-5590. You may also visit the website at [www.fbi.gov/checks](http://www.fbi.gov/checks) for further instructions.

FBI CJIS Division - Electronic Summary Request  
Attn: Buffie R  
1000 Custer Hollow Road  
Clarksburg, WV 26306

## CREDIT CARD PAYMENT FORM

\*Denotes Required Fields

**Name**

**\* Name**

(AS IT APPEARS ON CREDIT CARD)

**Company Name (if applicable)**

**\* Billing Address**

**Billing Address 2**

**\* City**

**\* State/Province**

**\* Postal (zip) Code**

**\* Country**

**\*Credit Card #:**

**\*Expiration Date (MM/YYYY)**

**\* Security Code:**

**\*Total Amount To Be Billed To Credit Card \$**

( x \$18 US Dollars Per Request)

**\*Card Holder Signature**

**Privacy Act Statement:**

**Authority:** The collection of your personally identifiable and financial information is authorized by 5 U.S.C. 301 and 28 C.F.R. 0.85, which establishes the FBI's general administrative authority.

**Purpose:** The FBI will use this information to process the fee required for your request for your FBI identification record, as defined in 28 C.F.R. 16.30-16.34.

**Routine Uses:** The information you provide will be protected and the FBI may only share this information in accordance with the Privacy Act.

**Disclosure:** Provision of this information is voluntary; however, without it, the FBI may be unable to process the required fee.

**Paperwork Reduction Act Statement:**

This notice is given under the Paperwork Reduction Act of 1995. The Paperwork Reduction Act requires that the Federal Bureau of Investigation inform individuals and other entities of the following when asking for information. The information on this form will be utilized to make an electronic credit card payment in Pay.gov, which is owned and operated by the Department of Treasury, for the biometric and Identity History Services utilized to complete the request made on the respective Identity History Summary Request Form, I-783. This fee is established pursuant to the provisions of 31 U.S.C. 9701 and is based upon the clerical time beyond the first quarter hour to be spent in searching for, identifying, and reproducing each Identification Record requested.

The estimate average burden associated with this collection is 2 minutes per respondent, depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Washington, DC 20530.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number

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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Friday, January 27, 2023 1:52 PM  
**To:** Jon Carpenter  
**Subject:** Re: IV-D reports

I'm not sure what I needed either Jon. I believe I just needed to know who was paid out of the incentive fund(s) and if all of their salary was paid out of it or just partial. Thank you so much for getting this information for me!!

On Fri, Jan 27, 2023 at 11:53 AM Jon Carpenter <jcarpenter@colletoncounty.org> wrote:

Laura,

I am not sure I have given you what you need or not. I have attached two reports, the first one is the payroll report from 127 Incentives and shows the two lump sum payments processed to Clerk of Court personnel during fiscal year 2022. The second one is a payroll report showing the employees in the Clerk of Court who are paid out of fund 126 Unit Costs. Please note that we pay two employees out of fund 126 instead of splitting many employees since that can become a posting and balancing "nightmare". We do report the actual percentages for each employee on the cost report that is done at the end of the fiscal year and I believe Michelle emailed you and Becky a copy of the report that you then filed with DSS.

If you need something different, please let me know.

Thanks,  
Jon

On Wed, Jan 25, 2023 at 2:18 PM Laura Hayes <lhayes@colletoncounty.org> wrote:

Jon - I do hate to bother you with this. I am trying to learn all these reports that DSS requires regarding this IV-D unit cost/incentive monies. We have another report due where we need to report all employees who were paid out of these monies for year ending 2022. Is it possible, at your convenience, for you to send me a list of employees and let me know if they are paid 100% out of the fund or what percentage of their salary comes from the fund. Thanks!

--

Laura C. Hayes  
Deputy Clerk of Court  
for Colleton County  
P O Box 620  
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843-549-2870 x 6965

--

Jon Carpenter, CPA  
Finance Director  
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COURTESY OF  
LUNA SHARK MEDIA

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**Sent:** Friday, January 27, 2023 11:54 AM  
**To:** Laura Hayes  
**Subject:** Re: IV-D reports  
**Attachments:** 126 Unit Costs Employees Paid Report FY2022.pdf; Fund 127 Incentive Payments FY2022.pdf

Laura,

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Jon

On Wed, Jan 25, 2023 at 2:18 PM Laura Hayes <[lhayes@colletoncounty.org](mailto:lhayes@colletoncounty.org)> wrote:

Jon - I do hate to bother you with this. I am trying to learn all these reports that DSS requires regarding this IV-D unit cost/incentive monies. We have another report due where we need to report all employees who were paid out of these monies for year ending 2022. Is it possible, at your convenience, for you to send me a list of employees and let me know if they are paid 100% out of the fund or what percentage of their salary comes from the fund. Thanks!

--

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Deputy Clerk of Court  
for Colleton County  
P O Box 620  
Walterboro, SC 29488  
843-549-2870 x 6965

--

Jon Carpenter, CPA  
Finance Director  
Colleton County  
109 Benson Street  
Walterboro SC 29488  
843-549-5716 x8133

COLLETON COUNTY

LABOR HISTORY BY ACCOUNT NUMBER

FY 2021-2022

PAY DATES: 07/01/2021 TO 06/30/2022

NON-ACCRUALS ONLY

<u>EMPLOYEE NAME</u>	<u>EMPLOYEE ID</u>	<u>HOURS</u>	<u>AMOUNT</u>
BRINSON, KAELA LEE			
BRYANT, PATRICIA MURDAUGH			
HIOTT, CHARLOTTE A			
SINGLETON DRAYTON, SHAYLA MYEAR			

FUND 126

GRAND TOTAL:

COURTESY OF  
LUNA SHARK MEDIA

COLLETON COUNTY

LABOR HISTORY BY ACCOUNT NUMBER

FY 2021-2022  
NON-ACCRUALS ONLY

PAY DATES: 07/01/2021 TO 06/30/2022

<u>EMPLOYEE NAME</u>	<u>EMPLOYEE ID</u>	<u>PAYROLL DATE</u>	<u>CHECK NUMBER</u>	<u>HOURS</u>	<u>AMOUNT</u>
[REDACTED]	[REDACTED]	11/10/2021	9218	0.00	2,367.80
[REDACTED]	[REDACTED]	11/10/2021	9220	0.00	4,735.60
HILL, REBECCA H	4446	11/10/2021	9221	0.00	3,157.06
[REDACTED]	[REDACTED]	11/10/2021	9222	0.00	2,367.80
[REDACTED]	[REDACTED]	11/10/2021	9223	0.00	2,367.80
[REDACTED]	[REDACTED]	11/10/2021	9224	0.00	2,367.80
[REDACTED]	[REDACTED]	11/10/2021	9225	0.00	3,157.06
[REDACTED]	[REDACTED]	11/10/2021	9226	0.00	2,367.80
[REDACTED]	[REDACTED]	11/10/2021	9219	0.00	1,578.54
[REDACTED]	[REDACTED]	11/10/2021	9227	0.00	2,367.80
				0.00	26,835.06
[REDACTED]	[REDACTED]	04/27/2022	10044	0.00	600.00
HAYES, LAURA CAROL	4568	04/27/2022	10045	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10046	0.00	600.00
HILL, REBECCA H	4446	04/27/2022	10047	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10048	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10049	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10050	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10051	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10052	0.00	600.00
[REDACTED]	[REDACTED]	04/27/2022	10053	0.00	600.00
				0.00	6,000.00
	FUND 127				32,835.06
		GRAND TOTAL:			32,835.06

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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Wednesday, January 25, 2023 2:19 PM  
**To:** Jon Carpenter  
**Subject:** IV-D reports

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COURTESY OF  
LUNA SHARK MEDIA

---

**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Monday, January 23, 2023 9:21 AM  
**To:** Jon Carpenter  
**Subject:** Re: Time Clock

Thank you Jon!!

On Mon, Jan 23, 2023 at 9:19 AM Jon Carpenter <[jcarpenter@colletoncounty.org](mailto:jcarpenter@colletoncounty.org)> wrote:  
Laura,

I fixed the job code and then fixed any of the bailiffs that had already clocked in this morning. If they have any other problems, please let me know.

Thanks,  
Jon

On Mon, Jan 23, 2023 at 9:09 AM Laura Hayes <[lhayes@colletoncounty.org](mailto:lhayes@colletoncounty.org)> wrote:

A couple of our bailiffs clocked in this morning at 7:00 and at 8:00 they were clocked back out. I know we talked about changing that and maybe you already have changed it. The 2 that I am aware of was Taylor Flynn and Cashay Catterton. Is it possible for you all to fix their time?

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COURTESY OF  
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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Friday, January 20, 2023 1:42 PM  
**To:** Jon Carpenter  
**Subject:** Re: Incentive Expenditures for QE December 2022

Thank you Jon!

On Fri, Jan 20, 2023 at 1:18 PM Jon Carpenter <jcarpenter@colletoncounty.org> wrote:

Laura,

What I sent was for two different quarters, so if they only want the QE Dec 22, then you would only need to send them the send quarter numbers. I only sent both so that you had information as to what has been spent to date out of 127.

Thanks,  
Jon

Jon

On Fri, Jan 20, 2023 at 12:33 PM Laura Hayes <lhayes@colletoncounty.org> wrote:

I'm sorry, I need to ask - when DSS asks us for the incentive expenditure figure for QE December, 2022 do I total the figures you sent me or is that two different quarters?

On Fri, Jan 20, 2023 at 12:20 PM Jon Carpenter <jcarpenter@colletoncounty.org> wrote:

Laura,

I have attached a report that summarizes expenses for the first and second quarter of this fiscal year from fund 127.

Thanks,  
Jon

On Fri, Jan 20, 2023 at 9:56 AM Laura Hayes <lhayes@colletoncounty.org> wrote:

Good morning Jon. We are needing the figure for the incentive expenditures for QE December 2022 to report to DSS at your earliest convenience. Thank you!

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**From:** Jon Carpenter <jcarpenter@colletoncounty.org>  
**Sent:** Friday, January 20, 2023 12:21 PM  
**To:** Laura Hayes  
**Cc:** Michelle Benton  
**Subject:** Re: Incentive Expenditures for QE December 2022  
**Attachments:** COC Incentiv Expense Accounting FY23.pdf

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Clerk of Court  
Fund 127 Incentive Expenditures  
Fiscal Year 2023

Quarter 1

Food - training DSS 8/2	56.48
Family Court Lunch 8/30	49.48
Credenza and Hutch - Family Court Deputy Clerk	3,062.92
NCSEA Membership- Family Court Deputy Clerk	300.00
FBI - Fingerprint Cards	144.00
	<u>3,612.88</u>

Quarter 2

Clerk of Court Personnel and Bailiffs - Incentive Payment - Gross Wages	40,647.12
Clerk of Court Personnel and Bailiffs - Incentive Payment - ER Benefits	3,109.46
1/3 of Courthouse Security Office Furniture	2,126.41
	<u>45,882.99</u>

COURTESY OF  
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---

**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Friday, January 20, 2023 9:57 AM  
**To:** Jon Carpenter; Michelle Benton  
**Subject:** Incentive Expenditures for QE December 2022

Good morning Jon. We are needing the figure for the incentive expenditures for QE December 2022 to report to DSS at your earliest convenience. Thank you!

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COURTESY OF  
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**From:** Laura Hayes <lhayes@colletoncounty.org>  
**Sent:** Friday, January 6, 2023 11:18 AM  
**To:** Jon Carpenter  
**Cc:** Deadgrea Sadler; Rebecca Hill; Tracy Horvath; Michael Atwood; Meagan Utsey  
**Subject:** Re: Bailiffs

That sounds great Jon. I have passed this information on to the head of security. Thank you!

On Fri, Jan 6, 2023 at 11:04 AM Jon Carpenter <jcarpenter@colletoncounty.org> wrote:

Right now the job code that the bailiffs use is set to automatically clock them out one hour after they clock in since they are paid at the daily rate. We can remove this automatic clock out effective on 1/23 so that the timeclock tracks their work hours each day. The bailiffs would need to clock in at the start of their shift and clock out at the end of their shift that day. In addition, they would also need to clock out and in when they take their lunch break. At the end of the pay period, we would pay them for the number of days worked at \$ [REDACTED] per pay plus the overtime rate of \$ [REDACTED] for any hours worked over 86 in the two week period.

If this will not work or you have questions, please let me know.

Thanks,  
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