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Room 228 Blatt Building

July 22, 2016

VIA EMAIL and U.S. MAIL
Director Leroy Smith
Department of Public Safety
Post Office Box 1993
Blythewood, South Carolina 29016

Dear Director Smith:

The Law Enforcement and Criminal Justice Subcommittee appreciates the agency's partnership in the oversight process. In preparation for the next meeting, scheduled for Tuesday, August 30, 2016, the subcommittee seeks additional information from the agency. Below is a list of the information the subcommittee is seeking. Please provide this information by August 15, 2016 so the subcommittee may have time to review it prior to the meeting on August 30, 2016.

Strategic Plan, Funding Allocation, and Performance Measures

- Please provide updates, as discussed during the meeting, for the following:
 - Ensure all money is allocated to an objective or an unrelated purpose and provide an updated Strategic Budgeting Chart. This chart was included in the agency's 2016 Annual Restructuring Report. Please remember pass through money is an unrelated purpose if the agency does not have any control over how that money is spent and each different group of pass through money should be listed.
 - Rationale behind how money was allocated to each objective, including the objective related to enforcing seat belts.

Hiring, Retention, and Employee Makeup

- How many applications did the agency have for the July Highway Patrol class? Of those applications, how many were removed due to automatic disqualifiers? How many made it to the oral review panel? How many did the oral review panel recommend to the Director? How many did the Director ultimately approve?
- During your tenure as Agency Director, has the Human Resources Director always had input on the applicants after the oral review panel made its recommendations and prior to the Agency Director finalizing his approved list? If not, in what percentage of the applicant pools has the HR Director had this input (i.e. 25%, 50%, 75%, etc.)?
- Please provide the number of troopers who have separated from the agency this year.
- How many troopers reached 25 years of state service, and are eligible to retire, at the end of 2015-16?
- How many troopers will reach 25 years of state service, and are eligible to retire, at the end of each of the next five fiscal years?
- Please provide the number of applicants for each trooper class during each year from 2010-11 through 2015-16.
- Please provide a list of all applications for employment with the agency that were rejected, with the reason for rejection, in an electronic Excel chart, from 2010-11 through 2015-16.
- Please provide the following information, separated for civilians and sworn officers, for each fiscal year from 2010-11 through 2015-16:
 - Number of employees at start of the year;
 - Number of employees at end of the year; and
 - Number of employee separation during the year.
- Supplemental information, which the agency referenced it would provide in its July 19, 2016 letter, responsive to the question below.
 - Has the agency identified any trends with regards to turnover? In particular, is there a higher turnover rate for sworn officers or civilians? Is there a higher turnover rate in a particular department?
- How many troopers were on the road, in a non-supervisory capacity, for each fiscal year from 2010-11 through 2015-16?

Scheduling and Activities

- How many troopers are currently in violation of the requirement to have a permanent or temporary residence inside the assigned area or within thirty (30) miles of the troop station?
- How many supervisors are currently in violation of the requirement to have a permanent or temporary residence inside the assigned area or within thirty (30) miles of the troop station?
- Please provide a copy of the last three reports the Office of Inspections completed, which references employee morale and other items.
- Please provide any documentation or information the agency has related to its involvement in the Commission for Advancement of Public Safety, which was formed as a result of the Governor's Executive Order.
- Please provide additional explanation regarding where trooper time was spent since during the last three years, the agency has had the same number of officers, the amount of traffic

has increased and the number of warnings/tickets issued has decreased by approximately 160,000.

- Please provide from the internal Highway Patrol scheduling console, the schedule for all troops for the past six months.
- Please provide, in electronic format, the activity logs for Highway Patrol supervisors ranking from Colonel to First Sergeants, for the past six months.

Finances

- Please provide the following information related to the agency's information technology:
 - Number of computers in patrol vehicles that are out of service;
 - Number of computers in patrol vehicles in need of replacement and a brief explanation as to why they need to be replaced;
 - Number of computers in patrol offices that are out of service;
 - Number of computers in patrol offices in need of replacement and a brief explanation as to why they need to be replaced;
 - Agency's policy regarding computer and technology replacement cycle; and
 - Amount of recurring funding needed to ensure the agency can fulfill its replacement cycle for computers and any other technology.
- Please provide all information related to the anticipated costs of obtaining and maintaining body cameras for all agency officers in the field.
- For each year from 2010-11 through 2015-16, please provide the following:
 - Number of full time equivalent employees (FTEs) the agency requested be funded and the total dollar amount;
 - Number of FTEs actually funded and total dollar amount;
 - Number of FTEs actually employed and total dollar amount needed to pay them; and
 - Total amount of personnel funds, or any other type of funds (please delineate between the types of funds) that were utilized to pay (1) salaries; (2) raises; and (3) overtime.

Overtime and Compensation Time

- For each year from 2010-11 through 2015-16, please provide the amount of compensation time that was entered into the SC Enterprise Information System (SCEIS) in electronic Excel format. Please ensure one of the columns includes the Troop, one includes the year earned, and one includes the month earned.
- Please provide an update on the internal investigation relating to overtime discussed during the July 13, 2016, meeting, when the investigation is complete.
- Please provide the overtime hours the Illegal Immigration Enforcement unit has worked each month during the last three fiscal years in electronic format. Who is paying for this overtime?

Office of Professional Responsibility

- In January 2017, please provide a listing of all OPR cases investigated during 2016 along with the number of days each was open.

In your responses to these questions, please provide the subcommittee with any relevant, necessary context information. If the agency has any concerns (1) about the format of these questions yielding answers that do not provide an accurate reflection of the agency, or (2) that these requests may in any manner compromise law enforcement activities, please express those concerns, prior to responding to the question, in a written letter to me with a copy to committee staff. Please retain your working papers for these responses in the event the subcommittee would like to view those.

Sincerely,

Signature Redacted

Kirkman Finlay III
Subcommittee Chair

cc: The Honorable Wm. Weston J. Newton
The Honorable William K. Bowers
The Honorable Raye Felder
The Honorable Edward R. Tallon Sr.