

<b>AGENCY NAME:</b>	South Carolina Department of Probation, Parole and Pardon Services		
<b>AGENCY CODE:</b>	N080	<b>SECTION:</b>	066

## Fiscal Year 2016-2017 Accountability Report

### SUBMISSION FORM

<b>AGENCY MISSION</b>	<ul style="list-style-type: none"> <li>• <b>Prepare</b> offenders under our supervision toward becoming productive members of the community;</li> <li>• <b>Provide</b> assistance to the victims of crime, the courts and the Parole Board; and to</li> <li>• <b>Protect</b> public trust and safety</li> </ul>
-----------------------	---

<b>AGENCY VISION</b>	Our Vision is to be recognized nationally as a catalyst for positive change in the lives of offenders, a force for public safety, a leader in victim services, and a responsible steward of public funds.
----------------------	---

Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

<b>RESTRUCTURING RECOMMENDATIONS:</b>	<b>Yes</b>	<b>No</b>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Please identify your agency's preferred contacts for this year's accountability report.

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
<b>PRIMARY CONTACT:</b>	Arnise Moultrie	803-734-7102	Arnise.moultrie@ppp.sc.gov
<b>SECONDARY CONTACT:</b>	Jodi Gallman	803-734-9284	Jodi.gallman@ppp.sc.gov

<b>AGENCY NAME:</b>	South Carolina Department of Probation, Parole and Pardon Services		
<b>AGENCY CODE:</b>	N080	<b>SECTION:</b>	066

I have reviewed and approved the enclosed FY 2016-2017 Accountability Report, which is complete and accurate to the extent of my knowledge.

<b>AGENCY DIRECTOR</b> <i>(SIGN AND DATE):</i>	September 15, 2017	
		
<i>(TYPE OR PRINT NAME):</i>	Jerry B. Adger	

<b>BOARD/CMSN. CHAIR</b> <i>(SIGN AND DATE):</i>		
<i>(TYPE OR PRINT NAME):</i>		

<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

## AGENCY'S DISCUSSION AND ANALYSIS

### Description of Agency

The South Carolina Department of Probation, Parole and Pardon Services is the third largest state law enforcement agency in the state and is charged with the community supervision of a daily average of 52,194 jurisdictional offenders, placed on probation by the Court, paroled by the State Board of Pardons and Paroles, and on Youthful Offender Release from the South Carolina Department of Corrections. Offenders are supervised according to a wide range of strategies that are designed to provide the opportunity to succeed while protecting public safety. We embrace the motto: **Prepare, Provide, Protect.**

The Department was created on October 18, 1941 by Act 547 (amended to Act 571) with the expectation to maintain high standards of integrity, professionalism and accountability. Our vision is to be recognized nationally as a catalyst for positive change in the lives of offenders, a force for public safety, a leader in victim services and a responsible steward of public funds.

The Department maintains a headquarters facility in Columbia along with 46 county offices and four county satellite offices (Beaufort, Berkeley, Dorchester, and York). In addition, staff is maintained permanently at the county courthouses in Greenville, Charleston and Columbia. At the end of Fiscal Year 2017, the Department was staffed with 652 employees, which included 648 classified positions and four unclassified positions, in addition to 27 temporary contract positions and two temporary grant positions. The Department is comprised of the Director's office and five divisions: Field Operations, Fiscal Services, Information Services, Pardons, Paroles and Rehabilitative Services, and Hearings and Policy Management. Each section within these divisions all serve to support the mission of the Department.

The Executive Management Team is comprised of the Department's Director, the Chief Deputy Director, the Deputy Director for Field Operations, Associate Deputy Directors for Fiscal Services, Information Services, Pardons, Paroles and Rehabilitative Services, and Hearings and Policy Management, the Directors of External Affairs, Human Resources, Procurement, and Professional Responsibility. Together, they are the primary entity that guides the Department's standards and decision making. Mr. Jerry B. Adger was appointed as Director in January 2015 by Governor Nikki Haley. Director Adger has the overall responsibility for the Department, the budget, staff functions, and ensures that all policies, procedures, and protocols are followed. The Director's Office includes the Office of the Chief Deputy Director, the Office of Victim Services, the Office of External Affairs and the Office of Professional Responsibility.

The Department experienced many successes during the fiscal year, including completing 13 of its strategic objectives – seven ahead of the established timelines, expanding use of actuarial risk-needs assessment tools, implementing an automated violations matrix, enhanced internal communications and employee engagement, increasing focus on rehabilitative services and mental health services, expanding services to victims through community outreach, and implementing of measures and training to enhance fiscal responsibility and transparency (2015-2020 Strategic Plan Objectives 1.1.1, 1.1.3, 2.1.2, 2.2.1, 2.3.1, 3.1.2, 3.2.3, 3.2.5, 4.1.2, 4.2.1, 4.4.1). The Department has continued to implement operational strategies to meet the ongoing mandates of the Omnibus Crime Reduction and Sentencing Reform Act of 2010. The Department's successful implementation of this mandate is evidenced by the reduction of compliance revocations (technical infractions) by 33% since 2010, without any increase in new crime revocations. Since 2010, through Sentencing Reform, the Department has saved taxpayers more than \$30 million by diverting over 1,500 offenders from the South Carolina Department of Corrections (2015-2020 Strategic Plan Objectives 1.1.1, 1.1.7, and 1.3.1).

These accomplishments have led to successful supervision completion rates that exceed national averages. The Fiscal Year 2017 SCDPPPS probation successful closure rate was 77% compared to the national average of 62%. The parole successful closure rate was 81% compared to the national average of 61% (Bureau of Justice Statistics, *Probation and Parole in the United States, 2015 (Revised February 2, 2017)*). The Bureau also reported

<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

a recidivism rate of 49.7% of prisoners released and returned to prison within a three year period. The latest cohort tracked by SCDPPPS has a recidivism rate of only 19% of offenders admitted to the SC Department of Corrections within three years. In addition, the Department increased its efforts to assist offenders to find employment by developing its job bank through a series of job fairs during the fiscal year. Of the active offender population, 62% reported being employed at the end of the fiscal year.

**Internal Factors Affecting Agency Performance in Fiscal Year 16-17**

- Expansion of the Offender Supervision Specialist position to mitigate caseload size
- Expansion of the Executive Management Team
- Reorganization and realignment of staff divisions
- Creation and merging of Technology Investment Board (TIB) with Budget Committee
- Additional mental health training provided to staff

Several internal factors affected the Department’s performance during Fiscal Year 2017. Streamlining the organization of various divisions has enabled SCDPPPS to expand its ability to promote public safety, while continuously improving its processes.

The Offender Supervision Specialist (OSS) Pilot Program was expanded in Fiscal Year 2017 to improve Agent retention, reduce caseload size and enhance case management. OSS are non-law enforcement certified staff members who monitor standard/low level offenders (61% of the SCDPPPS offender population). As of July 2017, this project has reduced the average Agent caseload by an average of 47% in Charleston, Greenville, Richland and Spartanburg Counties. In addition, implementation of this new staff position has increased the average Agent retention rate by 7 % (from 83% in September 2015 to 90% as of July 2017) (2015-2020 Strategic Plan Objective 3.1.6).

Another internal factor improving agency performance included expansion of the Executive Management Team to include the: Director, Chief Deputy Director, Deputy Director for Field Operations, Associate Deputy Directors for Fiscal Services, Information Services, Paroles, Pardons and Rehabilitative Services, and Hearings and Policy Management, the Directors of External Affairs, Human Resources, Procurement, and Professional Responsibility. This modification will solidify the Department’s communication while concentrating on shared goals and objectives (2015-2020 Strategic Plan Objective 3.1.3).

In Fiscal Year 2017, the Office of Professional Responsibility, the Office of Quality Assurance and Office of Risk Management were created to ensure that quality process standards are set by the organization, and to ensure processes are comprehensively examined to identify errors that may be present. In another staff reorganization this past year, the Department’s regional configuration for Field Operations as well as the Office of Victim Services were realigned according to the state’s judicial circuits. This realignment has provided greater efficiency and continuity of services. It has also enabled Victim Advocates to increase community outreach and place greater focus on identified victim needs (2015-2020 Strategic Plan Strategy 2.4).

The SCDPPPS Budget Committee changed as well, assuming additional functions as it was merged with the newly created Technology Investment Board (TIB). The TIB reviews, prioritizes and approves all budget requests, agency projects and technological expenditures. This Board consists of the aforementioned Executive Management Team members. It provides broad focus and attention to the Department’s investment of time, money and personnel resources when making decisions to acquire and implement information technology hardware, software and/or services (2015-2020 Strategic Plan Objective 2.3.1).

The Department has also expanded its efforts to educate staff on best practices to address mental health issues affecting the offender population. Additional trainings on mental health and behavioral disorders has been offered to staff. Also, the Office of Rehabilitative Services was created to oversee and supervise research and evaluation, mental health services and the Department’s Reentry Program. This office focuses on addressing criminogenic needs that could contribute to re-offending. In order to address offender needs, this office

<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

collaborates with treatment providers to cultivate referral resources and programs (2015-2020 Strategic Plan Objectives 4.2.4 and 4.4.1).

**External Factors Affecting the Agency’s Performance in Fiscal Year 16-17**

- State funding received for supervision fee deficit
- State funding received for Agent Retention Performance Plan
- State funding received for Domestic Violence Specialized Caseloads

In the Fiscal Year 16-17 Appropriations Bill, SCDPPPS received \$6,424,547 recurring funding to mitigate the impact of the Department’s structural deficit caused by continuously declining supervision fees. That funding enabled the Department to address the exhaustion of its Carry Forward/Other Funds balances following the successful implementation of the 2010 Sentencing Reform Act. This vital funding allowed SCDPPPS to sustain staff and programs in place at the time. Prior to Fiscal Year 2016-17, 44% of Department employee salaries were paid for out of unstable, declining "Other Funds-" and therefore dependent on the ability of the offender population to pay supervision fees. Today, just 23% of employee salaries are paid for using Other Funds.

At the onset of the fiscal year, the Director identified several challenges facing the Department, including stabilizing Agent retention and offering staff salaries competitive with other law enforcement entities. To help address those issues, the General Assembly provided \$1,981,175 in its Fiscal Year 16-17 budget in new recurring funding for the SCDPPPS Staff Retention Performance Pay Plan. With an eye on employee morale, SCDPPPS implemented an agency-wide performance pay plan, equity pay for Agent and OSS staff and increased baseline hiring salaries (2015-2020 Strategic Plan Objective 3.1.1).

In addition to the State Legislature’s influence, several other outside entities have also contributed to SCDPPPS’s increased level of efficiency and outreach. SCDPPPS has collaborated with a group of federal and state agencies in a series of workshops in which all partners have a voice at the table regarding offender reentry initiatives. Participating organizations include the U.S. Office of the Attorney General, U.S. Probation, SC Department of Employment and Workforce and SC Works. Together, these stakeholders host Joint Partnership Offender Job Fairs, where thousands of offenders have been introduced to potential employers around the state (2015-2020 Strategic Plan Objective 4.2.4).

**Agency’s Current Efforts and Associated Results Presented Elsewhere in this Report**

The Department continues to reorganize and realign internally to maximize efforts in areas such as the implementation of the OSS program, reentry mental health education, quality assurance and risk management. In addition, with the creation of the Parole, Pardon and Rehabilitative Services division, there is increased focus on evaluating and enhancing parole and pardon processes as well as developing comprehensive services in rehabilitative services for offenders. Finally, as a result of the creation of the Domestic Violence Caseload, collaborative efforts have increased with agencies such as the SC Commission of Prosecution Coordination and the SC Coalition against Domestic Violence and Sexual Assault.

**Plans Under Development to Introduce Additional Changes**

- Phase II of Agent Vehicle Support Plan
- Expansion of Offender Supervision Specialist Program (OSS) and Victim Services through Additional FTEs
- Data migration to Division of Technology Operations (DTO)
- Implementation of Pay for Performance Plan
- Commission on Accreditation for Law Enforcement Agencies (CALEA) Accreditation

SCDPPPS remains focused on achieving its goals to promote public safety, continuously improve its processes, deliver quality services and provide effective rehabilitative services to offenders. The Department has several specific plans and objectives in mind to achieve these overarching goals.

<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

As the Department has strived to achieve the mandates of the 2010 Omnibus Crime and Sentencing Reform Act and supervise its increasing offender population, it has reached the maximum capacity of its state-allotted FTEs. SCDPPPS currently has 652 filled FTEs and 58 posted FTEs (out of 744 total allocated). Newly created positions have enabled the Department to achieve several goals. Through the creation of the OSS position, the Department has managed to reduce caseloads in counties with OSS by 47% and increase Agent retention by 7% (2015-2020 Strategic Plan Objective 3.1.6). Overall staff morale has greatly improved as well. Several aforementioned division reorganizations have enabled staff to streamline their processes and more efficiently deliver services to offenders, crime victims and the general public. This accelerated staff growth and expansion of constituent services has resulted in the Department's need to request \$863,408 in its Fiscal Year 2018-2019 budget for 20 additional OSS FTEs and the allocation of 10 Victim Services FTEs to be paid for out of "Other Funds." These new FTEs will enable the Department to continue to successfully provide assistance to crime victims and protect public safety.

Additional Agent vehicles are sorely needed at SCDPPPS to enhance offender supervision, oversight and rehabilitative services offered. Vehicles are utilized to perform offender transports, serve warrants and make court appearances. As a pivotal part of the Agent's work arsenal, more vehicles would enable staff to increase frequency of offender home visits/searches and offer a more visible public safety presence in the community. Additional vehicles would also create a reduced response time to special and emergency deployments which increased 34% in Fiscal Year 2017 to 19,243 hours. The Department has established a goal of reducing the vehicle to Agent ratio to 1:1 by Fiscal Year 2019 (2015-2020 Strategic Plan Objective 1.3.3). To achieve this goal, the Department will need a 208 vehicles. For the Fiscal Year 2017-2018 budget request, the Department requested and received funding for 104 vehicles. In its Fiscal Year 2018-2019 request, SCDPPPS requests to lease another 104 vehicles through the Department of Administration Master Lease Program at a recurring cost of \$1,146,080 per year.

Another Fiscal Year 2018-2019 budget goal of the Department is to reinstate funding for the Department's Pay for Performance Plan (2015-2020 Strategic Plan Objective 3.1.1). This pay plan was originally established in July 2013, rescinded due to budget cuts, and then temporarily reintroduced in 2015. SCDPPPS seeks the consistent, recurring funding to keep this vital retention initiative in place. Probation offices often lose experienced Agents to competing law enforcement agencies that offer higher salaries. The requested \$1,934,800 recurring funding for salary and fringe is essential to retain experienced, skilled Agents and other law enforcement support staff.

One plan under development for Fiscal Year 2018-2019 involves the migration of SCDPPPS data to the Division of Technology Operations under the Department of Administration's Statewide Strategic Information Technology Plan. This statewide plan is designed to improve the state's ability to provide reliable, secure, cost efficient and innovative information technology services to all Cabinet agencies. Shared services include mainframe services, application hosting, servers, storage, network services, desktop services and disaster recovery services. SCDPPPS, the SC Commission for the Blind, the SC Commission on Indigent Defense and SC Department of Health and Environmental Control have completed extensive inventories of their technological environments, identifying applications with their associated server and storage platforms. The Governor's Office has instructed all Cabinet agencies to submit their information technology requests for data migration in the annual Appropriations Act; SCDPPPS will request \$908,508 to carry out this technology requirement (2015-2020 Strategic Plan Strategy 2.4).

In the upcoming year, SCDPPPS will continue its work to introduce additional changes in the area of specialized caseload supervision. For more than two decades, South Carolina has ranked among the top five states in the nation for number of domestic violence crimes committed. In July 2015, SCDPPPS had 730 offenders under supervision for domestic violence. As of May 2017, SCDPPPS had 1,651 offenders under supervision for domestic violence- an increase of 126%. The OSS Pilot Project has substantially reduced SCDPPPS caseloads, allowing the Department to shift Agent focus to more specialized supervision. In the Legislature's Fiscal Year 2017-18 budget, the Department was allocated \$1,224,000 in recurring funds for 20 Domestic Violence Specialized Caseload Agent positions. Existing Agents will be promoted to supervise offenders convicted of domestic

<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

violence in select counties throughout the state (2015-2020 Strategic Plan Objective 1.1.6). These Agents will be trained and certified for supervising this special population. The maximum caseload range will be 50-60 offenders. The Department is currently drafting procedures and protocols to supervise this population on a more intensive level.

Law enforcement accreditation is another goal of the Department that has the potential to bring unprecedented change and distinction to SCDPPPS (2015-2020 Strategic Plan Objective 3.2.7). In 2015, the Director established his vision for SCDPPPS to become the first probation agency in the country to receive a national law enforcement accreditation. In preparation, SCDPPPS has applied to the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA®). Within the Department, the Accreditation Steering Committee and the Office of Accreditation Management have been established. In addition, the Executive Management Team along with Accreditation Manager, Training Director and Human Resources Director attended the 2016 National CALEA® Training Conference. The Department has become a member of the South Carolina Police Accreditation Coalition to support this initiative.

**I. Risk Assessment and Mitigation Strategies**

**Potential Most Negative Impact on the Public if Goals Aren't Accomplished**

The Department has four agency-level goals in our strategic plan that align with our mission and values. Should these goals and corresponding objectives not be met, the results will yield varying degrees of negative impact on the citizens of South Carolina.

**Goal 1:** The first goal is “to promote public safety for the residents of South Carolina”, and it serves as a foundation for the goals which follow. SCDPPPS has pursued this goal through an array of strategies which implement evidence based practices, support Department stakeholders and focus available resources on safety. With roughly half the objectives completed, this goal is becoming reality.

Critical objectives that remain for evidence-based practices include tasks such as revising the Reentry Centers’ operations, and refining the procedure by which released inmates residency is established. SCDPPPS is improving access for victims through Spanish translated forms and video conferencing to continue to ensure victims are part of the supervision process. Additionally, by providing Agents with vehicles to keep them in the field and applying new evidence based tools, SCDPPPS makes better use of the Agents’ time.

The impact of failing to meet the remainder of this goal is that it undermines the fundamental mission of the Department. Moreover, the remaining objectives of this goal are critical to Goal 4, as it covers numerous specific programs to improve outcomes, but which only work in the context of a successful foundation of offender management. Consequences include poor rehabilitation of supervised offenders, resulting in relapses into criminal behavior, lowered engagement of victims in the supervision process, and less effective use of Agents in their area of expertise.

**Goal 2:** The second goal is, “to continuously improve our processes within secure systems.” Whereas Goal 1 implements foundational needs, Goal 2 will make iterative improvements to existing processes. These processes include information security, automation and confidentiality. Technology tools will be updated to include current best business practices as well as security standards. Meanwhile, SCDPPPS will implement a training regimen to ensure that people who use these tools have and retain competency in their use over time and through staff turnover. Making it easier for supervised offenders to pay money owed will help fund these and other efforts, as well as demonstrate good fiscal stewardship.

Failing to meet this goal, or some objectives in it, will prevent SCDPPPS from maintaining and updating processes already in place to keep current with business needs and standards. Beyond routine maintenance, this goal covers larger shifts in business and technology which are critical to stay in front of or else risk working procedures becoming liabilities. Potential negatives for failure on the remainder of this goal include reduced collection of revenue. It could also result in a loss of institutional knowledge of processes and systems, causing

<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

data errors, inefficiencies, and bad decisions related to offenders under supervision. Although the deadline of a few objectives have been missed (2.1.1, 2.1.3, and 2.3.2), progress continues which mitigates these losses.

**Goal 3:** The strategies and objectives in the Department’s third goal, “to efficiently develop the organization and workforce while delivering quality services,” are intended to strengthen and sustain employee infrastructure by addressing retention, performance excellence, knowledge continuity and project governance. There were four objectives in this goal whose deadlines were not met. Two objectives related to retention and knowledge continuity did not meet the specified deadline due to a personnel change (3.1.7 and 3.3.1). This change had a significant impact on the progress of the objective. As a result, the deadline was extended to allow additional time to complete the objective. Another two objectives (3.2.1 and 3.4.1) related to performance excellence and knowledge continuity did not meet their respective deadlines due to some ambiguity in the language of the objective. The committee elected to place one objective on hold in order to obtain more clarity from the Executive Management Team and reworded one objective and continue to work on it.

Failure to meet this goal would result in an uncommitted, substandard workforce and thus unable to provide services to the public as well as unnecessary costs to taxpayers associated with employee turnover due to retention.

**Goal 4:** Unlike Goals 1-3, the fourth goal, “to create a structure to provide effective rehabilitative services to offenders,” focuses exclusively on the offender. As the Department continues to improve service delivery to the public, strengthen the organization and develop a workforce that embodies performance excellence, this goal challenges the Department to identify, evaluate and implement reentry strategies that will enable the offender to be productive members of society and sustain that lifestyle- which in turn should reduce recidivism. At this time, one objective did not meet its deadline, but this was due to its reliance on the completion of another objective. As a result, the deadline for this objective was extended to allow for the completion of the companion objective. The balance of the objectives were placed on hold as the Department recently reorganized to align personnel designated to reentry services be supervised under division.

Evidence-based practices have proven that the implementation and deployment of effective reentry services has had a significant positive impact on the offender population, by reducing recidivism rates which result in the reduction of the public becoming victims. Failure to meet the objectives of this goal will decrease public safety and increase incarceration rates by not giving supervised offenders all the tools necessary for them to become productive members of society.

**Nature and Level of Outside Help to Mitigate Negative Impact on the Public**

**Goal 1:** “Promote public safety for the residents of South Carolina”

The Department wishes to continue to build upon its positive relationships and contacts with the media to ensure that the efforts of the Department are positively promoted in the community. For example, the Department has recently conducted press conferences in regard to the signing of the new OSS bill by Governor McMaster and the addition of 20 new Domestic Violence Agents to monitor the supervision rehabilitation of those particular offenders.

Additional partnerships with SLED, the Department of Corrections and local law enforcement will help to mitigate any negative impact if this goal is not met. Additionally, victim services agencies can also further assist the department in promoting its positive message to the public as well.

**Goal 2:** “To continuously improve our processes within secure systems”

The Department is in the process of moving in an aggressive, proactive manner to ensure the reliability of our security systems and practices. Since the last report, the Department has created an Office of Professional Responsibility that reports to the Director on issues of internal investigations, policy and practice formulation, quality assurance and mitigating overall agency risk. These systems encompass all of the Department’s current practices to insure that the most effective and secure methods are in place for overall efficiency and to improve our manner of conducting business.



<b>AGENCY NAME:</b>	<b>South Carolina Department of Probation, Parole and Pardon Services</b>		
<b>AGENCY CODE:</b>	<b>N080</b>	<b>SECTION:</b>	<b>066</b>

In addition, employees are continuously trained on being aware of ethical issues through annual online sessions involving ethics and the Department’s use of technology. Records retention policies have been reexamined and new positions are being created in Records Management to further assist the county offices with the overall processing of case closures and transferring files to the headquarters from county offices in a timely manner to further reduce the risk of unnecessary documents being displaced. With regard to outside help, the Department has built positive relationships with its counterparts at the Department of Administration to further assist with its overall document retention policies and practices.

**Goal 3:** “Efficiently develop the organization and workforce while delivering quality services”

The Department will need to maintain relationships with the state Division of Human Resources through the Department of Administration to help with our goals for retention and knowledge continuity. The state Division of Human Resources will be vital in helping address any negative impact felt by pay scales, hiring and turnover.

**Goal 4:** “Create a structure to provide effective rehabilitative services to offenders”

The Department continuously works to find creative ways to galvanize more partnerships with community agencies who can assist the offenders with services in the community. The General Assembly’s assistance and funding support for SCDPPPS engagement in additional collaborative work in a way to further mitigate any potential negative impacts on the public.

**3 Options for What the General Assembly Could Do to Resolve the Issue Before it Becomes a Crisis**

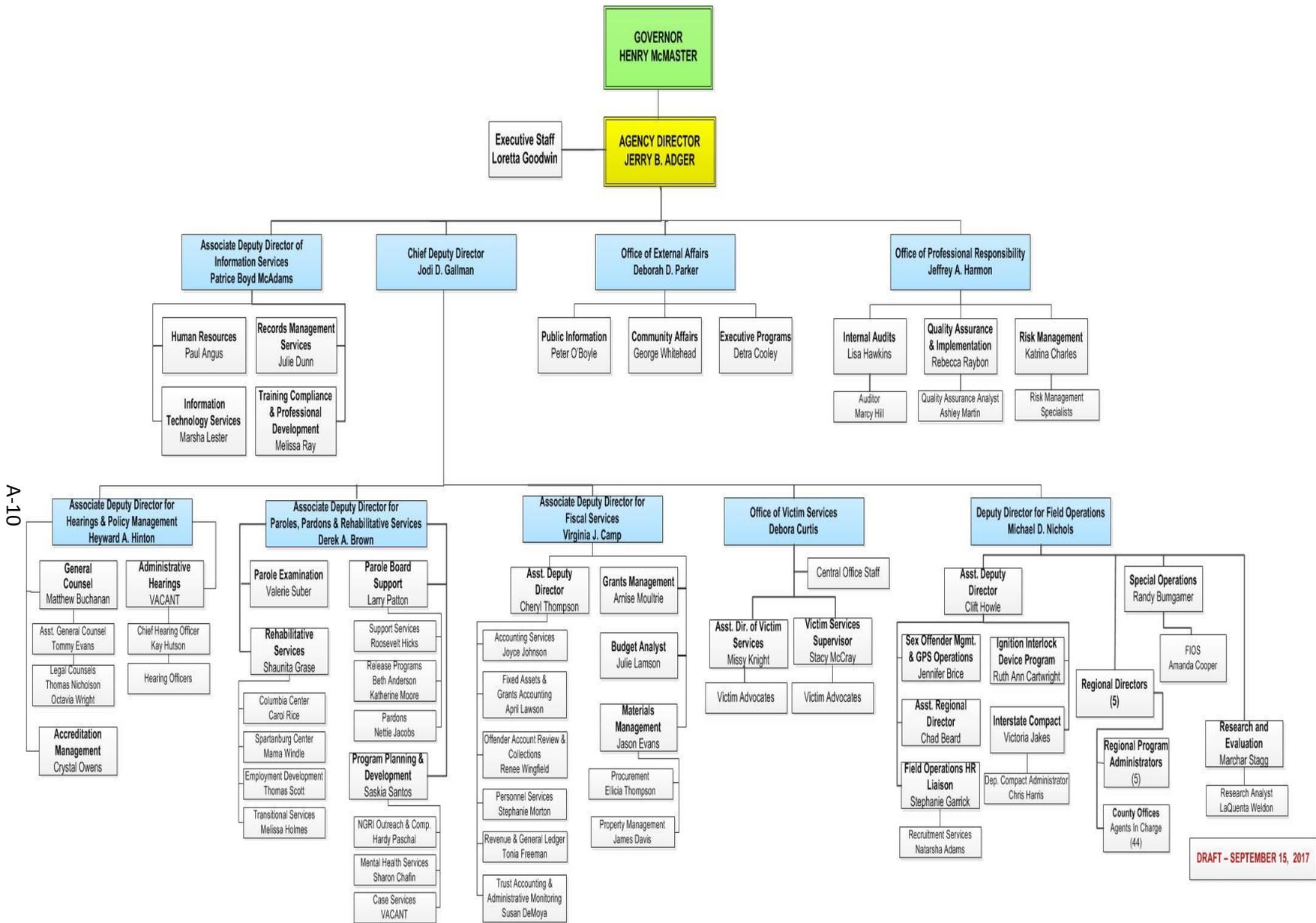
**Option 1:** Objective 1.3.3 is to decrease the vehicle to Agent ratio to 1:1 by July 2020. The very uneven ratio of vehicles to Agents at the Department could potentially lead to a severe gap in services provided to offenders in need of intensive supervision and increased home visits. The General Assembly, in conjunction with the Department of Administration, can assist to prevent this potential crisis by granting funding through the Master Lease program for the acquisition of additional Agent cars.

**Option 2:** Objective 3.1.6 in the SCDPPPS strategic plan is to, “reduce Agent turnover by 15% by June 2018.” Since the implementation of the OSS position, the Department has thus far reduced caseloads by 47% and increased Agent retention by 7%. In order to continue the success of this innovative program, the Department must request \$863,408 for 20 additional OSS FTEs to be paid for out of state funding. Without funding from the General Assembly for more OSS positions, SCDPPPS risks losing the gains it has made thus far on reducing caseloads and improving Agent retention.

**Option 3:** Another important goal that must be met in Fiscal Year 2018-2019 is the migration of SCDPPPS data to the Division of Technology Operations. This statewide initiative will improve government’s ability to provide reliable and secure information technology services to all Cabinet agencies. The Governor has instructed all Cabinet agencies to submit their budget requests for participation in this plan and the General Assembly can help SCDPPPS achieve this goal by approving the necessary funding to carry out this requirement.

**Restructuring Recommendations for Internal or Law Changes and Supporting Data and Implementation Plan**

SCDPPPS continues to monitor and recommend Senate Bill 18, introduced by Senator Chip Campsen in December 2015. This bill unanimously passed the Senate and has been referred to the House Judiciary Committee. S.18 codifies current SCDPPPS practices, and requires the Board of Pardons and Pardon to consider all submitted victim statements in its determination of parole and pardon hearings. The bill also requires Parole Board staff to retain victim statements on file, and submit those statements at subsequent hearings.



DRAFT - SEPTEMBER 15, 2017

A-10

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080

Section:

066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1			Maintaining Safety, Integrity and Security	To Promote Public Safety for the Residents of South Carolina
S		1.1			To provide effective offender supervision and intervention that promotes accountability and integration into the community through evidence-based practices
O			1.1.1		Increase compliance with the actuarial risk/needs assessment tool(s) from 84.9% in August 2015 to 90% by June 2018.
O			1.1.2		Increase the number of measures of successful supervision from three to five by March 2016 and implement changes to capture and report relevant data beginning September 2016.
O			1.1.3		Train 100% of current caseload carrying staff and supervisors on use of the violations matrix by January 2017.
O			1.1.4		Develop county-specific caseload plans which consider size, offender population, office resources, and other strategies beginning January 2016 and implemented by June 2017.
O			1.1.5		Revise the Reentry Centers' operations and curriculum beginning December 2015 to develop as an effective strategy for supervision and community integration by December 2017.
O			1.1.6		Increase the number of domestic violence specialized caseloads from 1 to 20 by June 2018.
O			1.1.7		Increase the percentage of inmates released to supervision under mandatory release programs with an approved residence plan to 90% by June 2018.
O			1.1.8		Increase the average number of home visits by 100% by June 2020 for offenders being supervised at a supervision level of medium or above..
S		1.2			To maximize services to the Courts, SC Board of Pardons and Paroles, victims, and other stakeholders.
O			1.2.1		Increase the number of victim- and offender-forms translated to Spanish from two to 15 beginning January 2016 and completed by December 2016 and to 30 by December 2017.
O			1.2.2		Reduce the time from pardon application to Board hearing by 20% from current baseline data by July 2018.

Objective closed because it was developed when the Agency operated with less resources and staff.

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080 Section: 066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			1.2.3		Expand remote video conference capabilities for all victims of crimes by increasing the number of regional video conference sites from two in January 2016 to four by June 2018.
O			1.2.4		Increase the number of service satisfaction surveys distributed to victims attending parole and pardon hearings from 10% in 2014 to 100% in 2016 to enhance quality service delivery.
S		1.3		<b>To utilize agency resources to increase community and Agent safety.</b>	
O			1.3.1		Increase the successful supervision completion rate from 78% reported in FY 2014 by 1% per year through FY 2020.
O			1.3.2		Form a fugitive investigation unit to address the absconded offender population by January 2017.
O			1.3.3		Decrease the vehicle to Agent ratio from 1:3 in July 2015 to 1:1 by July 2020.
O			1.3.4		Retain the annual Class One Law Enforcement Certification for 100% of Agents with relevant training as required by the South Carolina Criminal Justice Academy.
O			1.3.5		Increase the number of hearing officers to accommodate the increased workload of Ignition Interlock appeals and reviews from 9 to 11 due to the growing demands of Emma's Law.
O			1.3.6		Create four ongoing community awareness events annually about the Ignition Interlock Device Program by June 2017.
G	2			<b>Maintaining Safety, Integrity and Security</b>	<b>To Continuously Improve Our Processes Within Secure Systems</b>
S		2.1		<b>To implement federal- and state-mandated physical and information security policies and procedures.</b>	

This objective was deleted because Agents are mandated to maintain Class One Law Enforcement Certification and the SCCJA determines the requirements.

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080 Section: 066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			2.1.1		Train 100% of employees on security policies and procedures beginning January 2016 and ending December 2017 with annual training.
O			2.1.2		Develop a site security and safety plan for 100% of all agency locations by June 2016 and review annually.
O			2.1.3		Implement a mobile device security plan to be completed by December 2016 and updated annually.
<b>S</b>		<b>2.2</b>		<b>To determine the needs and expectations of our customers and to utilize their feedback for continuous improvement.</b>	
O			2.2.1		Create a "Comments About PPP" link with a drop down menu on the Agency website and track by October 2017.
O			2.2.2		Disseminate an annual customer satisfaction evaluation for service providers to 100% of providers in the Department's Service Provider database beginning in July 2016.
O			2.2.3		Conduct an exit survey with a 10% sample of eligible offenders annually by July 2018.
<b>S</b>		<b>2.3</b>		<b>To optimize our financial resources and fiscal accountability.</b>	
O			2.3.1		Implement budget management training for 100% of section heads and Agents in Charge beginning March 2016 and ending June 2017.
O			2.3.2		Establish one additional method to collect payments from offenders beginning April 2016 and implement by December 2020.
<b>S</b>		<b>2.4</b>		<b>To improve Departmental data confidentiality and integrity.</b>	
O			2.4.1		Design and implement a certification procedure for data entry in agency applications beginning January 2016 and completed by June 2018.
O			2.4.2		Develop a plan to address incidents of missing, insufficient, or incorrect data by December 2016.

This objective was deleted because it could not be measured.

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080

Section: 066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			2.4.3		Implement a schedule by December 2016 to review and revise reports generated by agency applications, develop new reports when identified, and delete obsolete reports.
O			2.4.4		Increase the number of automated victim services forms from 1 to 20 by January 2018
G	3			Education, Training, and Human Development	To Efficiently Develop the Organization and Workforce While Delivering Quality Services
S		3.1			To implement a comprehensive plan for retaining employees at all levels of the Department.
O			3.1.1		Create a performance-based pay plan for 100% of non-agents, Bands 5 through 8 by July 2018.
O			3.1.2		Revise the current Agent hiring process to reduce completion from 90 days in July 2015 to 45 to 60 calendar days by June 2016.
O			3.1.3		Create a plan to increase opportunities for advancement within all levels of the organizational structure by March 2016 and implement it by July 2018.
O			3.1.4		Reduce by 15% the average amount of time needed to fill internal vacancies by June 2017.
O			3.1.5		Reduce non-Agent employee turnover by 20% by June 2018.
O			3.1.6		Reduce Agent turnover by 15% by June 2018.
O			3.1.7		Administer a comprehensive exit interview to 100% of exiting employees in order to identify and validate issues that need to be addressed by the agency for improvement January 2017.
O			3.1.8		Distribute a report on the results of the comprehensive exit interviews semi-annually beginning June 2017.
S		3.2			To continuously explore and implement processes that create a high performance work culture.
O			3.2.1		Develop leadership standards from an evidence-based source by June 2017.

This objective was deleted because it could not be measured.

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080 Section: 066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			3.2.2		Require 100% of supervisors and managers to meet or exceed Departmental leadership standards during the EPMS rating period from June 2018 to June 2019.
O			3.2.3		Increase the number of annual statewide employee satisfaction initiatives and incentives that will promote employee interaction from two in 2015 to three by January 2016 and to four by June 2017.
O			3.2.4		Implement a process that allows all employees to continually voice concerns and suggestions beginning July 2018.
O			3.2.5		Increase the methods by which the Department disseminates agency information from two methods in July 2015 to four methods by June 2017 using examples from the Universal Design for Learning.
O			3.2.6		Train 100% of the Department's supervisors and managers on leadership standards from an evidence-based source by December 2018.
O			3.2.7		Become accredited through the Commission on Accreditation for Law Enforcement Agencies (CALEA) by December 2018.
O			3.2.8		Collect, address, and respond to 100% of all employee concerns and suggestions within two months or less and report all items to the Chief Deputy quarterly.
O			3.2.9		Expand and improve the agency's wellness program to include holistic initiatives that are offered quarterly to 100% of employees by January 2018
O			3.2.10		Develop and validate two additional workload models by December 2020.
<b>S</b>		<b>3.3</b>		<b>To create systems that support knowledge continuity.</b>	
O			3.3.1		Conduct a formal assessment for succession planning in 100% of agency divisions and sections beginning January 2016 and ending by June 2018; document succession plans and update as needed.
O			3.3.2		Document and revise standard operating procedures for all agency processes beginning October 2015 and completed by June 2018 and review annually.
<b>S</b>		<b>3.4</b>		<b>To improve project governance procedures and practices.</b>	
O			3.4.1		Review active White Papers for institutional knowledge and awareness by March of each year.

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080 Section: 066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			3.4.2		Create a process to include management in the consideration of funding opportunities that will increase the Department's annual grant applications by 15% each year until 2020.
<b>G</b>	<b>4</b>			<b>Healthy and Safe Families</b>	<b>To Create a Structure to Provide Effective Rehabilitative Services to Offenders</b>
<b>S</b>		<b>4.1</b>			<b>To identify offender needs and develop appropriate responses.</b>
O			4.1.1		Perform random quality reviews on 5% of all assessors of the actuarial risk/needs assessments monthly beginning August 2017.
O			4.1.2		Develop a comprehensive training module on supervision plan development by June 2018.
O			4.1.3		Train 100% of caseload carrying staff on supervision plan development by June 2018.
O			4.1.4		Implement a certification process for actuarial risk and needs assessment users by January 2018.
O			4.1.5		Certify 100% of actuarial risk and needs assessment users by June 2018 with mandatory recertification every two years.
O			4.1.6		Train 100% of caseload carrying staff on Motivational interviewing beginning December 2018 and complete annually.
O			4.1.7		Create performance measures that reinforce skill competency in CISO and Motivational Interviewing by December 2018.
<b>S</b>		<b>4.2</b>			<b>To validate the quality of existing service providers and to make use of those providers listed in the Department registry.</b>
O			4.2.1		Train 100% of Agents in Charge on the quality assurance tool for service providers beginning January 2017 and completed by June 2017.
O			4.2.2		Provide training to 100% of caseload carrying staff on service provider referral procedures beginning January 2017 and completed by January 2018.
O			4.2.3		Increase the number of service provider referrals entered into the automated tracking system by 5,000 by the end of December 2018.
O			4.2.4		Increase the number of eligible offenders who receive services through case services to a minimum of 500 by the end of June 2018.
<b>S</b>		<b>4.3</b>			<b>Increase evidence-based rehabilitative programming</b>



Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2017-2018  
Accountability Report

Agency Code: N080 Section: 066

Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			4.3.1		Increase by 50% the number of eligible offenders who receive prior to release evidence-based rehabilitative programming consistent with their needs by December 2017.
O			4.3.2		Increase enrollment at Reentry Centers by 25% each year, beginning January 2017 through December 2020.
O			4.3.3		Increase the number of employers registered in the agency job bank by 15% per year over the next five years, beginning January 2017 through December 2020.
O			4.3.4		Increase statewide access to therapeutic opportunities for offender populations provided by the agency by at least one program annually beginning January 2018 and ending December 2020.
<b>S</b>		<b>4.4</b>		<b>Enhance Department resources and staff awareness for mental health services</b>	
O			4.4.1		Train 100% of caseload carrying staff on mental health illness education awareness by June 2017.
O			4.4.2		Increase the number of mental health case managers from 1 in September 2016 to 4 by June 2018.
O			4.4.3		Develop supervision guidelines for offenders identified with diagnosed mental illness by June 2018.
-					
-					
-					
-					
-					

This objective was deleted due to the lack of data to support the increase of mental health case managers.

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2016-2017

Accountability Report

Agency Code: N080 Section: 066

Performance Measurement Template

Item	Performance Measure	Last Value	Current Target Value	Current Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)	Meaningful Use of Measure
1	Increase the percentage of caseload agents and supervisors trained to use the violation matrix	0%	100%	100%	100%	7/1/16 - 6/30/17	Power DMS (Training Records Management System)- Monthly	Calculated- Number of agents trained/Total number of agents	1.1.3	Provides consistency to the Department's response to offenders' violations
2	Increase the number of county-specific plans	0	46	0	0	7/1/15 - 6/30/17	Divisional Representative- Field Operations- Annually	Count- Number of submitted plans	1.1.4	Promotes better usage of personnel and county resources
3	Increase the number of standard operating procedures that pertain to the Reentry Centers	16	21	19	21	7/1/15 - 6/30/17	Divisional Representative- Legal Services and Policy Management- Annually	Count- Number of standard operating procedures that pertain to the Reentry Centers	1.1.5	Provides consistency and efficiency in the Centers
4	Increase to number of revised curriculum	0	3	3	3	1/1/16 - 6/30/17	Program Planning and Development- One time occurrence	Count- Number of revised curriculums	1.1.5	Provides consistency and efficiency in the Centers
5	Increase the number of domestic violence specialized caseloads	1	20	20	20	7/1/16 - 6/30/17	Human Resources- One time occurrence	Count- Number of announced positions	1.1.6	Promotes public safety and improves services to victims
6	Increase the percentage of inmates released to supervision under mandatory release programs with an approved residence plan	84.9%	87.5%	82.3%	90.0%	7/1/15 - 6/30/17	Divisional Representative- Parole Board Support- Annually	Calculated- Number of inmates with an approved residence plan /Total Number of inmates released	1.1.7	Promotes public safety and increase offenders' ability to successfully complete supervision
7	Increase the number of victim and offender forms translated to Spanish	15	22	19	30	7/1/15 - 6/30/17	Divisional Representative- Victim Services- Annually	Count- Number of Spanish forms	1.2.1	Provides better customer service to Spanish speaking offenders
8	Reduce the time (in months) from pardon application to Board hearing	7.1	5.9	8.4	4.7	7/1/15 - 6/30/17	Divisional Representative- Pardon Coordinator- Annually	Calculated- FY 16 average time between application and hearing - FY 17 average time between application and hearing	1.2.2	Increase the Board's efficiency and provides better customer services to citizens who apply for a pardon
9	Increase in the number of regional video conference sites	2	3	2	4	1/1/2016 - 6/30/17	Divisional Representative- Victim Services- Annually	Count- Number of video-conferencing sites	1.2.3	Provides more convenient customer services to victims
10	Increase in the successful completion rate of offenders under supervision by the Department	76%	81%	79%	82%	7/1/14 - 6/30/17	OMS- Monthly	Calculated- Number of FY successful closures/Total number of FY closures	1.3.1	Promotes public safety
11	Decrease the number of absconded offenders	5,511	4,960	5,370	4,464	7/1/16 - 6/30/17	OMS- Monthly	Count- Number of absconded offenders	1.3.2	Promotes public safety
12	Increase the number of fugitive investigation units	0	1	1	1	7/1/16 - 6/30/17	Human Resources- One time occurrence	Count- Number of fugitive investigations units	1.3.2	Promotes public safety
13	Increase the number of vehicles	155	207	259	311	7/1/15 - 6/30/17	Procurement- Annually	Count- Number of vehicles	1.3.3	Promotes public safety and increases agent efficiency
14	Increase the number of hearing officers	9	11	11	11	7/1/16 - 6/30/17	Human Resources- One time occurrence	Count- Number of hearing officers	1.3.5	Reduces the amount of time a violation is adjudicated and provides better customer services to Ignition Interlock Device (IID) program participants
15	Increase the number of community awareness events about the Ignition Interlock Device (IID) program	0	4	4	NA	7/1/16 - 6/30/17	Divisional Representative- IID- One time	Count- Number of IID community awareness event	1.3.6	Increases the number of law-abiding drivers
16	Increase the percentage of employees completing training on security policies and procedures	24%	100%	100%	100%	7/1/15 - 6/30/17	Power DMS- Annually	Calculated- Number of employees trained/Total number of employees required to complete the training	2.2.1	Promotes data security for the Department
17	Increase number of mobile security plans	0	1	0	1	7/1/15 - 6/30/17	Divisional Representative- Strategic Development and Information Technology- Annually	Count- Number of mobile security plans	2.1.3	Promotes data security for the Department
18	Increase the percentage of service providers who received a customer satisfaction survey	98.6%	100%	99.7%	100%	7/1/15 - 6/30/17	Divisional Representative- Program Planning and Development- Annually	Calculated- Number of surveys distributed/Number of service providers	2.2.2	Strengthens the relationship with service providers

19	Increase the number of surveys distributed to eligible offenders	0	0	0	7,192	7/1/15 - 6/30/17	SurveyMonkey for surveys/OMS for offenders- Monthly	Count- Number of offenders who received a survey	2.2.3	Promotes better customer services to offenders
20	Increase the percentage of section heads trained on budget management	64%	100%	100%	NA	7/1/15 - 6/30/17	Divisional Representative- Budget Office- Annually	Calculated- Number of employees trained/Total number of agency employees required to complete training	2.3.1	Promotes sound fiscal stewardship and allows to control increases in spending
21	Increase the number of additional methods to collect payments from offenders	2	3	2	3	7/1/15 - 6/30/17	Divisional Representative- Fiscal and Material Management- One time occurrence	Count- Number of payment methods	2.3.2	Promotes offenders' accountability to financial responsibilities
22	Create a certification procedure for data entry in agency applications	No	Yes	No	Yes	7/1/15 - 6/30/17	Divisional Representative- Training Compliance and Professional Development- Annually	Verify	2.4.1	Increases the validity and accuracy of Department data
23	Increase the number of automated victims services forms	1	4	1	20	7/1/16 - 6/30/17	OMS- Quarterly	Verify	2.4.4	Promotes better customer services to victims
24	Increase the percentage of non-agents covered by the performance-based pay plan	0%	100%	0%	100%	7/1/15 - 6/30/17	Divisional Representative- Budget Office- Annually	Calculated- Number of non-Agents covered by plan/Total number of non-agents	3.1.1	Increases employee retention
25	Create a plan to increase the number of opportunities for advancement	No	Yes	Yes	Yes	7/1/15 - 6/30/17	Divisional Representative- Executive Management Team- One time occurrence	Verify	3.1.3	Increases employee retention
26	Decrease the average amount of time (in days) needed to fill internal vacancies	Unknown	Establish Baseline	70	59	7/1/16 - 6/30/17	Divisional Representative- Human Resources- Annually	Calculated- Time between announcement date and hire date for all the internal hires	3.1.4	Increases the overall performance of the Department
27	Reduce non-agent turnover	28	22	32	18	7/1/15 - 6/30/17	Divisional Representative- Human Resources- Annually	Count- Number of non-agents that left	3.1.5	Increases the overall performance of the Department
28	Reduce agent turnover	56	45	36	29	7/1/15 - 6/30/17	Divisional Representative- Field Operations- Quarterly	Count- Number of agents that left	3.1.6	Increases the overall performance of the Department
29	Increase the number of exiting employees that receive a comprehensive exit interview	0%	100%	0%	100%	7/1/16 - 6/30/17	Divisional Representative- Human Resources- Annually	Calculated- Number of surveys distributed/ Total number of employees exiting the agency	3.1.7	Increases employee retention
30	Create leadership standards	No	Yes	No	Yes	7/1/16 - 6/30/17	Divisional Representative- Training Compliance and Professional Development- One time occurrence	Verify	3.2.1	Promotes greater accountability for Department leaders
29	Increase the percentage of supervisors and managers to meet or exceed the Department's leadership standards on their EPMS	0%	NA	NA	100%	7/1/15 - 6/30/17	Human Resources- Annually	Calculated- Number of individuals that meet or exceeds the leadership standards/Total number of supervisors and managers	3.2.2	Promotes greater accountability for Department leaders
30	Increase in the number of statewide employee satisfaction initiatives and incentives	3	4	4	4	7/1/15 - 6/30/17	Divisional Representative- Field Operations- Annually	Count- Number of initiatives	3.2.3	Increases employee retention
31	Implement a process that allows all employees to continually voice concerns and suggestions	No	Yes	No	Yes	7/1/16 - 6/30/17	Divisional Representative- Professional Responsibility	Verify	3.2.4	Develops and maintains a committed and engaged workforce
32	Increase in the number of communication methods for the Department	2	4	4	4	7/1/15 - 6/30/17	Divisional Representative- External Affairs- Annually	Count- Number of communication methods	3.2.5	Develops and maintains a committed and engaged workforce
33	Increase the percentage of supervisors and managers trained on leadership standards	0%	0%	0%	100%	7/1/16 - 6/30/17	Power DMS- Annually	Calculated- Number of individuals that were trained/Total number of supervisors and managers	3.2.6	Promotes greater accountability for Department leaders
34	Become accredited through the Commission on Accreditation and Law Enforcement Agencies	No	No	No	Yes	7/1/16 - 6/30/17	Divisional Representative- Accreditation- One time occurrence	Verify	3.2.7	Promotes greater accountability for the overall Department
35	Respond to 100% of all employees concerns and suggestions within two months	0%	0%	100%	100%	7/1/16 - 6/30/17	Divisional Representative- Professional Responsibility - Annually	Calculated- Number of responses within two months/Total number of concerns and suggestions received	3.2.8	Develops and maintains a committed and engaged workforce

36	Increase the number of sections with succession plans	19	90	19	90	7/1/15 - 6/30/17	Divisional Representative- Human Resources- Annually	Count- Number of section succession plans	3.3.1	Promotes greater accountability for Department leaders
37	Increase the percentage of standard operating procedures for all Department processes	0%	100%	0%	100%	7/1/15 - 6/30/17	Divisional Representative- Professional Responsibility- Annually	Calculated- Number of standard operating procedures completed/Total number of agency processes identified as needing a standard operating procedures	3.3.2	Increases the overall performance of the Department
38	Increase the percentage of White Papers reviewed	100%	100%	0%	100%	7/1/2015 - 6/30/17	Divisional Representative- Executive- Annually	Calculated- Number of White Papers reviewed/Total number of agency White Papers	3.4.1	Develops and maintains a committed and engaged workforce
39	Increase the number of grant applications	7	8	8	9	7/1/2015 - 6/30/17	Divisional Representative- Quality Assurance- Annually	Count- Number of eligible grants pursued	3.4.2	Promotes sound fiscal stewardship and allows to control increases in spending
40	Increase the number of screeners reviewed	0	0	0	81	7/1/16 - 6/30/17	OMS- Monthly	Count- Number of screeners reviewed	4.1.1	Increases the validity and accuracy of Departmental data
41	Develop a comprehensive training module on supervision plan development	No	Yes	Yes	Yes	6/30/2017	Divisional Representative- Field Operations- One time occurrence	Verify	4.1.2	Promotes public safety and increases offenders' ability to successfully complete supervision
42	Increase the number of caseload carrying staff trained on supervision plan development	0%	0%	0%	100%	6/30/2017	Power DMS- One time occurrence	Calculated- Number of caseload carrying staff training on supervision plan development/Total number of caseload carrying staff	4.1.3	Promotes public safety and increases offenders' ability to successfully complete supervision
43	Increase the number of regional program administrators (RPAs) trained on the quality assurance tool for service providers	0%	100%	100%	100%	7/1/2016 - 6/30/17	Program Planning and Development- One time occurrence	Calculated- Number of RPAs trained on quality assurance tool for service providers/ Number of RPAs	4.2.1	Promotes better offender services
44	Increase the number of caseload carrying staff trained on service provider referral procedures	0%	0%	0%	100%	7/1/16 - 6/30/17	Power DMS- One time occurrence	Calculated- Number of caseload carrying staff training on service provider referral procedures/Total number of caseload carrying staff	4.2.2	Promotes better offender services
45	Increase the number of service providers referrals entered into the automated tracking system	1,038	6,038	2,079	11,038	7/1/15 - 6/30/17	OMS- Monthly	Count- Number of referrals	4.2.3	Increases the validity and accuracy of Departmental data
46	Increase the number of eligible offenders who received services through contractual services	27	500	141	500	7/1/15 - 6/30/17	Divisional Representative- Program Planning and Development- Monthly	Count- Number of offenders who received services under contractual services	4.2.4	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities
47	Increase the number of eligible offenders who received prior to release evidence-based rehabilitative programming	891	1,114	1,279	1,337	1/1/2016 - 6/30/17	Divisional Representative- Transitional Services- Annually	Count- Number of individuals contacted	4.3.1	Promotes public safety and increases offenders' ability to successfully complete supervision
48	Increase enrollment at the Reentry Centers	514	578	696	643	1/1/2016 - 6/30/17	OMS- Monthly	Count- Number of Centers' admissions	4.3.2	Promotes better offender services
49	Increase the number of employers registered in the agency job back	180	193	127	146	1/1/2016 - 6/30/17	Divisional Representative- Job Development- Annually	Count- Number of employers	4.3.3	Increases offenders' ability to successfully completes supervision and promotes offenders' accountability to financial responsibilities
50	Increase the amount of staff trained on mental health education awareness	0%	100%	100%	100%	7/1/16 - 6/30/17	Power DMS- One time occurrence	Calculated- Number of caseload carrying staff trained on mental health education awareness/Total number of caseload carrying staff	4.4.2	Promotes public safety and agent safety
51	Increase the number of mental health case managers	1	4	1	1	7/1/16 - 6/30/17	Human Resources- One time occurrence	Count- Number of mental health case managers	4.4.2	Promotes better offender services

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2016-2017  
Accountability Report

Agency Code: N080 Section: 066

Program Template

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. ADMINISTRATION	Provide executive leadership and administrative support for the internal operations of the Department. The activities supported include Legislation, Accounting, Revenue, Budgeting, Human Resources, Procurement, Audit, Training and other miscellaneous administrative functions.	\$ 1,228,411	\$ 1,259,932	\$ 3,893	\$ 2,492,236	\$ 1,351,252	\$ 1,297,730	\$ -	\$ 2,648,982	2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 2.3.1, 2.4.2, 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6, 3.1.2, 3.1.7, 3.1.8, 3.2.1, 3.2.4, 3.2.5, 3.2.8, 3.3.1, 3.3.2, 3.4.1, 3.4.2, 4.1.1, 4.1.2, 4.1.3, and 4.2.1
II. Programs and Services A. Offender Programming 1. Offender Supervision (Legal Services)	To Provide the tools to conduct hearings more efficiently, Parole Board support, cover legal fees and investigations.	\$ 670,402	\$ 554,915	\$ -	\$ 1,225,317	\$ 670,402	\$ 571,562	\$ -	\$ 1,241,964	1.2.2, 1.2.3, 1.3.5, 3.1.1, 3.2.1, 3.2.2, 3.2.3, 3.3.2
II. Programs and Services A. Offender Programming 1. Offender Supervision (Victim Services)	To Provide information, notification and advocacy to crime victims whose offenders are on probation or parole supervision or whose offenders are being considered for parole or pardon by the Parole Board.	\$ 61,394	\$ 1,200,735	\$ 40,267	\$ 1,302,396	\$ -	\$ 1,304,291	\$ -	\$ 1,304,291	1.2.1, 1.2.2, 1.2.3, 1.2.4, 3.1.1, 3.2.2, 3.2.3
II. Programs and Services A. Offender Programming 1. Offender Supervision (Ignition Interlock)	To provide oversight for active participants placed on the IID program convicted of DUI per Jesse's law.	\$ 16,692	\$ 239,942	\$ 33,730	\$ 290,364	\$ -	\$ 265,502	\$ -	\$ 265,502	1.3.6, 2.1.2, 2.1.3, 3.1.1, 3.1.3, 3.2.2, 3.2.3
II Programs and Services A. Offender Programming 1. Offender Supervision (Information Technology)	To implement programs that will provide information security for data entry and access to the agency's infrastructure and OMS system.	\$ 819,561	\$ 3,837,496	\$ -	\$ 4,657,057	\$ 901,517	\$ 3,952,621	\$ -	\$ 4,854,138	2.4.1, 3.1.1, 3.1.3, 3.2.2, 3.2.3
II. Programs and Services A. Offender Program and Services B. Re-entry Programs (Rehabilitative Services)	To provide life skills training and employment for high risk offenders under a highly structured-entry setting.	\$ -	\$ 767,515	\$ -	\$ 767,515	\$ -	\$ 790,540	\$ -	\$ 790,540	1.1.5, 2.1.2, 2.1.3, 3.1.1, 3.1.3, 3.2.2, 3.2.3, 4.2.4, 4.3.1, 4.3.2, 4.3.3, 4.3.4, 4.4.1, 4.4.3
II. Programs and Services A. Offender Programming 1. Offender Supervision & 3. Sentencing Reform	To supervise offenders under the Department's jurisdiction.	\$ 18,559,341	\$ 5,073,737	\$ 311,269	\$ 23,944,347	\$ 21,187,020	\$ 5,225,949	\$ 190,000	\$ 26,602,969	1.1.1, 1.1.2, 1.1.5, 1.1.6, 1.2.1, 1.2.3, 1.2.4, 1.3.1, 1.3.2, 1.3.3, 1.3.5, 1.3.6, 2.3.2, 2.4.1, 2.4.4, 3.1.1, 3.1.3, 3.2.1, 3.2.6, 3.3.2, 4.1.3, 4.2.2, 4.2.3, 4.2.4, 4.3.1, 4.3.2, 4.3.3, 4.3.4, 4.4.1, 4.4.3

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2016-2017  
Accountability Report

Agency Code: N080 Section: 066

Program Template

Program/Title	Purpose	FY 2016-17 Expenditures (Actual)				FY 2017-18 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
II. Programs and Services 2. Sex Offender Monitoring	To place offenders ordered by the Court to GPS monitoring under the Sex Offender Accountability and Protection of Minors Act of 2006.	\$ 3,672,263	\$ 9,969	\$ -	\$ 3,682,232	\$ 4,173,928	\$ 10,268	\$ -	\$ 4,184,196	2.1.2,2.1.3,3.1.1, 3.1.3,3.2.2,3.2.3
II. Programs and Services C. Parole Board Operations	The Board has the sole responsibility for granting or denying parole and pardons, revoking, modifying or re-hearing paroles and making recommendations on petitions for reprieves and commutations referred by the Governor.	\$ 644,357	\$ 763,108	\$ -	\$ 1,407,465	\$ 644,357	\$ 786,001	\$ -	\$ 1,430,358	1.1.3, 1.2.2 and 1.2.3, 3.1.1, 3.1.3, 3.2.7, 4.4.1
STATE EMPLOYER CONTRIBUTIONS	Employer Contributions	\$ 7,756,060	\$ 2,661,324	\$ 26,376	\$ 10,443,760	\$ 8,251,103	\$ 2,741,164	\$ 16,000	\$ 11,008,267	
<b>TOTAL</b>		\$ 33,428,481	\$ 16,368,673	\$ 415,535	\$ 50,212,689	\$ 37,179,579	\$ 16,945,628	\$ 206,000	\$ 54,331,207	
					\$ -				\$ -	
					\$ -				\$ -	
					\$ -				\$ -	
					\$ -				\$ -	

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2016-2017  
Accountability Report

Agency Code: N080 Section: 066

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who (customer) the agency must or may serve? (Y/N)	Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N)
1	SECTION 24-21-10	State	Statute	Department of Probation, Parole, and Pardon Services; Board of Probation, Parole and Pardon Services; board members; term; appointment; filing vacancies	Yes	No
2	SECTION 24-21-11	State	Statute	Removal of director or member.	Yes	No
3	SECTION 24-21-12	State	Statute	Compensation of board members.	Yes	No
4	SECTION 24-21-13.	State	Statute	Director to oversee department; development of written policies and procedures; board's duty to consider cases for parole, etc.	Yes	No
5	SECTION 24-21-30	State	Statute	Meetings; parole and pardon panels.	Yes	No
6	SECTION 24-21-32	State	Statute	Reentry supervision; revocation.	Yes	Yes
7	SECTION 24-21-35	State	Statute	Administrative recommendations available to victim prior to parole hearing.	Yes	Yes
8	SECTION 24-21-40	State	Statute	Record of proceedings.	Yes	No
9	SECTION 24-21-50	State	Statute	Hearings, arguments, and appearances by counsel or individuals.	Yes	No
10	SECTION 24-21-55	State	Statute	Hearing fee.	Yes	No
11	SECTION 24-21-60.	State	Statute	Cooperation of public agencies and officials; surveys.	Yes	Yes
12	SECTION 24-21-70	State	Statute	Records of prisoners	Yes	No
13	SECTION 24-21-80	State	Statute	Probationers and parolees to pay supervision fee; intensive supervision fee; hardship exemption; delinquencies; substitution of public service.	Yes	Yes
14	SECTION 24-21-85	State	Statute	Electronic monitoring fees	Yes	Yes
15	SECTION 24-21-87	State	Statute	Extradition and polygraph fees	Yes	Yes
16	SECTION 24-21-90	State	Statute	Account and receipt for fee payments; deposit of funds.	Yes	Yes
17	SECTION 24-21-100	State	Statute	Administrative monitoring when fines outstanding; fee.	Yes	Yes
18	SECTION 24-21-110	State	Statute	Administrative sanctions	Yes	Yes
19	SECTION 24-21-220	State	Statute	Powers and duties of director	Yes	No
20	SECTION 24-21-221	State	Statute	Notice of hearing to consider parole; to whom required.	Yes	Yes
21	SECTION 24-21-230	State	Statute	Employment of probation agents and other staff; employment and duties of hearing officers.	Yes	No
22	SECTION 24-21-235	State	Statute	Issuance of duty clothing to department employees.	Yes	No
23	SECTION 24-21-237	State	Statute	Employee meals.	Yes	No
24	SECTION 24-21-240	State	Statute	Oath of probation agents.	Yes	No
25	SECTION 24-21-250	State	Statute	Pay and expenses of probation agents.	Yes	No
26	SECTION 24-21-260	State	Statute	Probation agents' assignment locations.	Yes	No
27	SECTION 24-21-270	State	Statute	Offices for probation agents.	Yes	No
28	SECTION 24-21-280	State	Statute	Duties and powers of probation agents; authority to enforce criminal laws.	Yes	Yes
29	SECTION 24-21-290	State	Statute	Information received by probation agents privileged.	Yes	Yes
30	SECTION 24-21-300	State	Statute	Issuance of citation to person released pursuant to Offender Management Systems Act for violation of release terms.	Yes	Yes
31	SECTION 24-21-410	State	Statute	Power to suspend sentence and impose probation; exceptions; search and seizure.	Yes	Yes
32	SECTION 24-21-420	State	Statute	Report of probation agent on offense and defendant	Yes	Yes
33	SECTION 24-21-430	State	Statute	Conditions of probation	Yes	Yes

34	SECTION 24-21-440	State	Statute	Period of probation; The period of probation or suspension of sentence shall not exceed a period of five years and shall be determined by the judge of the court and may be continued or extended within the above limit.	Yes	Yes
35	SECTION 24-21-450	State	Statute	Arrest for violation of terms of probation; bond.	Yes	Yes
36	SECTION 24-21-460	State	Statute	Action of court in case of violation of terms of probation.	Yes	Yes
37	SECTION 24-21-480	State	Statute	Restitution Center program; distribution of offenders' salaries.	Yes	Yes
38	SECTION 24-21-485	State	Statute	Authority of Department of Probation, Parole, and Pardon Services with respect to establishment and maintenace of restitution centers.	Yes	No
39	SECTION 24-21-490	State	Statute	Collection and distribution of restitution; (A) The Department of Probation, Parole, and Pardon Services shall collect and distribut restitution on a monthly basis from all offenders under probationary and intensive probationary supervision. B) Notwithstanding Section 14-17-725, the department shall assess a collection fee of twenty percent of each restitution program and deposit this collection fee into a separate account. The department shall maintain individual restitution accounts that reflect each transaction and the amount paid, the collection fee, and the unpaid balance of the account.	Yes	Yes
40	SECTION 24-21-510	State	Statute	Development and operation of system; basic elements. The department shall develop and operate a compreshensive community control system if the General Assembly appropriates sufficient funds. The system shall include community control centers and sentencing options as a condition of probation, and utilize all sentencing options set forth in Chapter 21 of Title 24.	Yes	No
41	SECTION 24-21-540	State	Statute	Community Control Centers for higher risk offenders; guidelines for placement.	Yes	No
42	SECTION 24-21-550	State	Statute	Probation terms involving fines, costs, assessments, or restitution.	Yes	Yes
43	SECTION 24-21-560	State	Statute	Community supervision program; eligibility; time periods; supervision, and determination of completion; violations; revocation; notification of release to community supervision.	Yes	Yes
44	SECTION 24-21-610	State	Statute	Eligibility for parole. In all cases cognizable under this chapter the Board may, upon ten days' written notice to the solicitor and judge who participated in the trial of any prisoner, parole a prisoner convicted of a crime and imprisoned in the state penitentiary, in any jail, or upon the public works of any county who if: (1) sentenced for not more than thirty years has served at least one third of the term; (2) sentenced to life imprisonment or imprisonment for any period in excess of thirty years, has served at least ten years.	Yes	Yes
45	SECTION 24-21-615	State	Statute	Review of case prisoner convicted of capital offense by Parole Board restricted. The board may not review the case of a prisoner convicted of a capital offense for the purpose of determining whether the person is entitled to any of the benefits provided in this chapter during the month of December of each year.	Yes	No
46	SECTION 24-21-620	State	Statute	Review by Board of prisoner's case after prisoner has served one fourth of sentence.	Yes	Yes
47	SECTION 24-21-630	State	Statute	Effect of time served while awaiting trial upon determination of time required to be served for eligibility for parole. For the purpose of determining the time required to be served by a prisoner before he shall be eligible to be considered for parole, notwithstanding any other provision of law, all prisoners shall be given benefit for time served in prison in excess of three months while awaiting trial or between trials.	Yes	Yes



48	SECTION 24-21-635	State	Statute	Earned work credits. For the purpose of determining the time required to be served by a prisoner before he shall be eligible to be considered for parole, notwithstanding any other provision of law, all prisoners shall be given benefit of earned work credits awarded pursuant to Section 24-13-230.	Yes	No
49	SECTION 24-21-640	State	Statute	Circumstances warranting parole; search and seizure; criteria; reports of parolees; records subject to Freedom of Information Act.	Yes	Yes
50	SECTION 24-21-645	State	Statute	Parole and provisional parole orders; search and seizure; review schedule following parole denial of prisoners confined for violent crimes.	Yes	Yes
51	SECTION 24-21-650	State	Statute	Order of parole. The board shall issue an order authorizing the parole which must be signed by at least a majority of its members with terms and conditions, if any, but at least two thirds of the members of the board must sign orders authorizing parole for persons convicted of a violent crime as defined in Section 16-1-60. The director, or one lawfully acting for him, then must issue a parole order which, if accepted by the prisoner, provides for his release from custody. Upon a negative determination of parole, prisoners in confinement for a violent crime as defined in Section 16-1-60 must have their cases reviewed every two years for the purpose of a determination of parole.	Yes	No
52	SECTION 24-21-660	State	Statute	Effect of parole. Any prisoner who has been paroled is subject during the remainder of his original terms of imprisonment, up to the maximum, to the conditions and restrictions imposed in the order of parole or by law imposed. Every such paroled prisoner must remain in the jurisdiction of the board and may at any time on the order of the board, be imprisoned as and where therein designated.	Yes	Yes
53	SECTION 24-21-670	State	Statute	Term of parole. Any prisoner who may be paroled under authority of this chapter shall continue on parole until the expiration of the maximum term or terms specified in his sentence without deduction of such allowance for good conduct as may be provided for by law.	Yes	No
54	SECTION 24-21-680	State	Statute	Violation of parole. Upon failure of any prisoner released on parole under the provisions of this chapter to do or refrain from doing any of the things set forth and required to be done by and under the terms of his parole, the parole agent must issue a warrant or citation charging the violation of parole, and a final determination must be made by the board as to whether the prisoner's parole should be revoked and whether he should be required to serve any part of the remaining unserved sentence. But such prisoner must be eligible to parole thereafter when and if the board thinks such parole would be proper. The board shall be the sole judge as to whether or not a parole has been violated and no appeal therefrom shall be allowed; provided, that any person arrested for violation of terms of parole may be released on bond, for good cause shown, pending final determination of the violation by the Probation, Parole and Pardon Board. No bond shall be granted except by the presiding judge or resident judge of the circuit wherein the prisoner is arrested, or, if there be no judge within such circuit, by the judge, presiding or resident, in an adjacent circuit, and the judge granting the bond shall determine the amount thereof.	Yes	Yes
55	SECTION 24-21-690	State	Statute	Release after service of full time less good conduct deduction. Any person who shall have served the term for which he has been sentenced less deductions allowed therefrom for good conduct shall, upon release, be treated as if he had served the entire term for which he was sentenced.	Yes	No

56	SECTION 24-21-700	State	Statute	Special parole of persons needing psychiatric care. Any prisoner who is otherwise eligible for parole under the provisions of this article, except that his mental condition is deemed by the Probation, Pardon and Parole Board to be such that he should not be released from confinement may, subject to approval by the Veterans Administration, be released to the custody of the Veterans Administration or to a committee appointed to commit such prisoner to a Veterans Administration Hospital. Such a special parole shall be granted in the sole discretion of the Board and, when so paroled, a prisoner shall be transferred directly from his place of confinement to a Veterans Administration Hospital which provides psychiatric care. When any prisoner paroled for psychiatric treatment is determined to be in a suitable condition to be released, he shall not be returned to penal custody except for a subsequent violation of the conditions of his parole.	Yes	Yes
57	SECTION 24-21-710	State	Statute	Film, videotape, or other electronic information may be considered by board in parole determination.	Yes	No
58	SECTION 24-21-715	State	Statute	Parole for terminally ill, geriatric, or permanently disabled inmates.	Yes	Yes
59	SECTION 24-21-910	State	Statute	Petitions for reprieve or commutation of death sentence, recommendation to governor.	Yes	No
60	SECTION 24-21-920	State	Statute	Clemency in other cases. In all other cases than those referred to in Section 24 21 910 the right of granting clemency shall be vested in the Board.	Yes	Yes
61	SECTION 24-21-930	State	Statute	Order of pardon. An order of pardon must be signed by at least two thirds of the members of the board. Upon the issue of the order by the board, the director, or one lawfully acting for him, must issue a pardon order which provides for the restoration of the pardon applicant's civil rights.	Yes	No
62	SECTION 24-21-950	State	Statute	Guidelines for determining eligibility for pardon.	Yes	No
63	SECTION 24-21-960	State	Statute	Pardon application fee; re-application after denial.	Yes	No
64	SECTION 24-21-970	State	Statute	Pardon considered in cases of terminal illness. Consideration shall be given to any inmate afflicted with a terminal illness where life expectancy is one year or less.	Yes	No
65	SECTION 24-21-980	State	Statute	Pardon obtained through fraud. Once delivered, a pardon cannot be revoked unless it was obtained through fraud. If a pardon is obtained through fraud, it is void.	Yes	No
66	SECTION 24-21-990	State	Statute	Civil rights restored upon pardon.	Yes	No
67	SECTION 24-21-1000	State	Statute	Certificate of pardon. For those applicants to be granted a pardon, a certificate of pardon shall be issued by the Board stating that the individual is absolved from all legal consequences of his crime and conviction, and that all of his civil rights are restored.	Yes	No
68	SECTION 24-21-1120	State	Statute	Interstate Commission for Adult Offender Supervision; state council; creation; commissioners and noncommissioner members; quorum; meetings; Executive Committee.	Yes	No
69	SECTION 24-21-1130	State	Statute	Powers. The Interstate Commission shall have the following powers: (1)-(19)	Yes	No
70	SECTION 24-21-1140	State	Statute	Adoption of by-laws. The Interstate Commission, by a majority of the members, within twelve months of the first Interstate Commission meeting, shall adopt bylaws to govern its conduct as may be necessary or appropriate to carry out the purposes of the compact.	Yes	Yes
71	SECTION 24-21-1150	State	Statute	Conduct of business; voting; public access to meetings and official records; closed meetings; minutes; interstate movement of offender data collection.	Yes	No
72	SECTION 24-21-1160	State	Statute	Promulgation of rules and amendments; emergency rules.	Yes	No
73	SECTION 24-21-1170	State	Statute	Oversight of interstate movement of adult offenders; enforcement of compact; resolution of disputes among states; mediation.	Yes	No

74	SECTION 24-21-1180	State	Statute	Establishment and operating costs; assessments from compacting states; accounting.	Yes	No
75	SECTION 24-21-1190	State	Statute	Compact membership eligibility; effective date; amendments.	Yes	No
76	SECTION 24-21-1200	State	Statute	Withdrawal; termination and other penalties for performance default by compacting state; legal actions; dissolution.	Yes	No
77	SECTION 24-21-1210	State	Statute	Severability. (A) The provisions of this compact must be severable, and if a phrase, clause, sentence, or provision is considered unenforceable, the remaining provisions of the compact must be enforceable. (B) The provisions of this compact must be liberally constructed to effectuate its purposes.	Yes	No
78	SECTION 24-21-1220	State	Statute	Construction and application.	Yes	No
79	SECTION 24-21-1300	State	Statute	Definitions. (A) The Department of Probation, Parole and Pardon Services may develop and operate day reporting centers within the State. (B) "Day reporting center" means a state facility providing supervision of inmates or offenders placed on supervision, which includes, but is not limited to, mandatory reporting, program participation, drug testing, community service, and any other conditions as determined by the Department of Corrections and the Department of Probation, Parole and Pardon Services.	Yes	No
80	SECTION 24-21-1310	State	Statute	Development and operation; inmate eligibility. (A) Notwithstanding another provision of law, the Department of Probation, Parole and Pardon Services may develop and operate day reporting centers for eligible inmates and eligible offenders, if the General Assembly appropriates funds to operate these centers. The Department of Probation, Parole and Pardon Services shall develop policies, procedures, and guidelines for the operation of day reporting centers. The period of time an eligible inmate or offender is required to participate in a day reporting program and the individual terms and conditions of an eligible inmate's or offender's placement and participation are at the joint discretion of the Department of Corrections and the Department of Probation, Parole and Pardon Services.	Yes	Yes
81	SECTION 24-21-1320	State	Statute	Conditions of placement; removal. (A) An eligible inmate or offender placed in a day reporting center must agree to abide by the conditions established by the Department of Corrections and the Department of Probation, Parole and Pardon Services,	Yes	No
82	SECTION 24-21-1330	State	Statute	Pilot project day reporting center program; termination. The pilot project day reporting center program terminates twelve months from its opening, unless extended by the General Assembly.	Yes	No
83	Proviso 66.1	State	Proviso	Proviso # 66.1 (DPPP: Sale of Equipment) All revenue generated by the Department of Probation, Parole and Pardon Services from the sale of various equipment in excess of \$575, less the cost of disposition incurred by the Budget and Control Board, Division of Operations, may be retained and carried forward into the current fiscal year and expended for the purpose of purchasing like items.	Yes	No
84	Proviso 66.2	State	Proviso	Proviso # 66.2 (DPPP: Interstate Compact Application Fee) The department may charge offenders an application fee set by the department, not to exceed \$100, to offenders applying for transfers out of state under the Interstate Compact Act. The application fee shall be retained by the department to offset the cost of the Interstate Compact Act. All unexpended funds at year-end may be retained and carried forward by the department to be expended for the same purpose.	Yes	No

85	Proviso 66.3	State	Proviso	Proviso # 66.3 (DPPP: GED Learn and Earn Program) The department may enter into agreements with statewide colleges, technical colleges, and school districts for the purpose of providing GED and GED Prep education to offenders. Offenders of the department enrolled in the program must repay the department the cost of the course and materials within six months of obtaining their GED.	Yes	No
86	Proviso 66.4	State	Proviso	Proviso # 66.4 (DPPP: Sex Offender Monitoring Carry Forward) The Department of Probation, Parole and Pardon Services is authorized to carry forward any unexpended funds in the Sex Offender Monitoring program. These funds must be used for the sex offender monitoring program. For the purpose of calculating the amount of funds which may be carried forward by the department, Sex Offender Monitoring program funds carried forward by this provision shall be excluded from the calculation of the carry forward authorized by provision elsewhere in this act.	Yes	No
87	Proviso 66.5	State	Proviso	Proviso # 66.5 (DPPP: Offender Drug Testing Fee) The department may charge offenders a fee set by the department, not to exceed \$50, for the purpose of having a drug test analyzed by a lab for offenders challenging the findings of a drug test administered by the department. If it is determined that the offender is indigent, this filing fee must be waived. The fee shall be retained by the department to offset the cost of the lab test. All unexpended funds at year-end may be retained and carried forward by the department to be expended for the same purpose.	Yes	No
88	Proviso 66.6	State	Proviso	Proviso # 66.6 (DPPP: Public Service Employment Set-Up Fee) In addition to any other fee, the department may charge an adult offender placed under the jurisdiction of the department, who is ordered to public service employment by the court, a twenty five dollar Public Service Employment set-up fee. The fee must be retained by the department and applied to the department's supervision process. The department shall submit a report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee on the number of offenders who are assessed the set-up fee and the amount of funds collected.	Yes	No
89	SECTION 23-3-540	State	Statute	Electronic monitoring; reporting damage to or removing monitoring device; penalty.	Yes	Yes
90	SECTION 23-3-545	State	Statute	Effect of conviction of wilfully violating term or condition of active electronic monitoring.	Yes	No
91	SECTION 23-3-550.	State	Statute	Assisting or harboring unregistered sex offender; penalty.	Yes	No
92	SECTION 23-3-555	State	Statute	Internet account, access provider, identifiers reporting requirements; notification of change; failure to comply; punishment; information provided to interactive computer services; judicial limitations on Internet usage by certain registered sex offenders.	Yes	Yes
93	SECTION 24-13-1310.	State	Statute	Shock Incarceration Program. Definitions	Yes	No
94	SECTION 24-13-1320	State	Statute	Regulations; reports	No	No
95	SECTION 24-13-1330	State	Statute	Court ordered participation; department evaluation and notification of unsuitability; inmate's agreement to terms and conditions; effect of completion; participation is a privilege.	Yes	Yes
96	SECTION 24-13-1510	State	Statute	This article is known and may be cited as the "Home Detention Act".	Yes	No
97	SECTION 24-13-1520	State	Statute	Definitions	Yes	Yes
98	SECTION 24-13-1530	State	Statute	Home detention programs as alternative to incarceration; correctional programs for which it may be substituted; local programs.	Yes	Yes
99	SECTION 24-13-1540.	State	Statute	Promulgation of regulations; approved absences from home.	Yes	Yes
100	SECTION 24-13-1550	State	Statute	Verification.	Yes	Yes
101	SECTION 24-13-1560	State	Statute	Use of electronic monitoring device.	Yes	Yes

102	SECTION 24-13-1570	State	Statute	Approval required for change in residence or schedule; notice that violation of detention is a crime; revocation; input of victim regarding eligibility for home detention.	Yes	Yes
103	SECTION 24-13-1580	State	Statute	Necessity of written consent to electronic home detention; other residents' knowledge	Yes	Yes
104	SECTION 24-13-1590	State	Statute	Article not applicable to certain controlled substance offenders; probation and parole authority not diminished.	Yes	Yes
105	SECTION 24-13-710	State	Statute	Implementation of supervised furlough program; search and seizure; fee; guidelines; eligibility criteria	Yes	Yes
106	SECTION 24-13-720	State	Statute	Inmates who may be placed with program; search and seizure.	Yes	Yes
107	SECTION 24-13-730	State	Statute	Implementation of new programs and program changes subject to appropriations by General Assembly.	Yes	Yes
108	SECTION 24-13-2110	State	Statute	Preparation of inmates for employment.	Yes	Yes
109	SECTION 24-13-2120	State	Statute	Coordination of agencies.	Yes	Yes
110	SECTION 24-13-2130	State	Statute	Memorandum of understanding to establish role of each agency	Yes	Yes
111	SECTION 24-13-2140	State	Statute	Coordination by Department of Corrections.	Yes	No
112	SECTION 24-19-10	State	Statute	Correction and Treatment of Youthful Offenders;Definitions	No	No
113	SECTION 24-19-20	State	Statute	Youthful Offender Division created in Department of Corrections; staff.	No	No
114	SECTION 24-19-30	State	Statute	Duties of Division generally	No	No
115	SECTION 24-19-40	State	Statute	Adoption of rules	No	No
116	SECTION 24-19-50.	State	Statute	Powers of courts upon conviction of youthful offenders	No	No
117	SECTION 24-19-60.	State	Statute	Institutions for treatment of youthful offenders.	No	No
118	SECTION 24-19-70	State	Statute	Facilities for Division provided by Department	No	No
119	SECTION 24-19-80	State	Statute	Reception and evaluation centers.	No	No
120	SECTION 24-19-90	State	Statute	Director's options upon receiving report and recommendations from Reception and Evaluation Center and members of Division.	No	No
121	SECTION 24-19-100	State	Statute	Transfer of youthful offenders	No	No
122	SECTION 24-19-110	State	Statute	Procedure for conditional release of youthful offenders; search and seizure; fee; victim notification.	Yes	Yes
123	SECTION 24-19-120	State	Statute	Time for release of youthful offenders.	No	No
124	SECTION 24-19-130	State	Statute	Revocation or modification of orders of Division.	No	No
125	SECTION 24-19-140	State	Statute	Supervisory agents	No	No
126	SECTION 24-19-150	State	Statute	Further treatment of youthful offenders; return to custody.	No	Yes
127	SECTION 24-19-160	State	Statute	Courts' powers not affected; jurisdiction of Department of Probation, Parole and Pardon Services.	Yes	Yes
128	SECTION 24-23-20	State	Statute	Case Classification Plan	Yes	Yes
129	SECTION 24-23-30	State	Statute	Community Corrections Plan to include description of community-based program needs	Yes	Yes
130	SECTION 24-23-40	State	Statute	Development of statewide policies with state agencies; guidelines for monitoring of restitution orders and fines; research and special studies; training of employees	Yes	Yes
131	SECTION 24-23-115	State	Statute	Public service work as condition of probation or suspension of sentence; regulations.	Yes	Yes
132	SECTION 24-23-130	State	Statute	Termination of supervision.	Yes	Yes
133	SECTION 24-26-10	State	Statute	Commission established.	Yes	No
134	SECTION 24-26-20	State	Statute	Duties and Responsibilities.	Yes	Yes
135	SECTION 24-28-30(1)(b)-(d)	State	Statute	Powers and duties of committee - [Sentencing Reform Oversight Committee]	Yes	Yes
136	SECTION 16-3-1260	State	Statute	Reimbursement of State by convicted person for payment by State Office of Victim Assistance	Yes	Yes

137	SECTION 16-3-1410	State	Statute	Victim Assistance Services; membership of Victim Services Coordinating Council	Yes	No
138	SECTION 16-3-1515	State	Statute	Victim or Witness wishing to receive services under article to supply certain information; requirements for receiving restitution; victims wishing to be present in court to notify prosecuting agency or summary court judge; victim impact statement	Yes	Yes
139	SECTION 16-3-1525	State	Statute	Arrest or detention of person accused of committing offense; notification to victims; protection of witnesses; notification of bond proceedings; juvenile detention hearings	No	No
140	SECTION 16-3-1530	State	Statute	Notification of victim release, escape or transfer of accused	Yes	Yes
141	SECTION 16-3-1535	State	Statute	Summary court's duty to notify victim of victim's rights; form for victim impact statement	Yes	Yes
142	SECTION 16-3-1545	State	Statute	Juvenile cases; notification to victims of right to submit victim impact statement for disposition proceeding; form of statement; other required information for victims	Yes	Yes
143	SECTION 16-3-1555	State	Statute	Expert witness fees; distribution; maintenance and use of victim's impact statements	Yes	Yes
144	SECTION 16-3-1560	State	Statute	Notification to victim of post-conviction proceedings affecting probation, parole, or release, and of victim's right to attend	Yes	Yes
145	SECTION 44-48-40	State	Statute	Notification to team, victim and attorney general regarding release, hearing or parole; effective date of parole or release; immunity	Yes	Yes
146	SECTION 44-48-50	State	Statute	Multidisciplinary team; appointments; review of records; membership	Yes	No
147	SC Constitution, Article 1, Section 24	State	SC Constitution	Victims' Bill of Rights	Yes	Yes
148	SECTION 23-23-30	State	Statute	South Carolina Law Enforcement Training Council	Yes	No
149	SECTION 23-23-40	State	Statute	Certification requirement	Yes	Yes
150	SECTION 23-23-80	State	Statute	South Carolina Law Enforcement Training Council; powers and duties	Yes	Yes
151	SECTION 23-23-120	State	Statute	Reimbursement for training costs	Yes	Yes
152	SECTION 1-11-10	State	Statute	Department of Administration established; transfer of offices, divisions, other agencies	No	No
153	SECTION 1-11-490	State	Statute	Breach of security state agency data; notification; rights and remedies of injured parties; penalties; notification of Consumer Protection Division	Yes	Yes
154	SECTION 8-1-190	State	Statute	Pilot programs to create innovation in state government	Yes	Yes
155	SECTION 8-11-940	State	Statute	Performance increases	No	Yes
156	REGULATION 19-704.03	State	Regulation	Promotion	Yes	Yes
157	REGULATION 19-704.06	State	Regulation	Reclassification	Yes	Yes
158	REGULATION 19-705.04	State	Regulation	Salary Increases	Yes	Yes
159	REGULATION 19-704.02	State	Regulation	Initial Employment or Reemployment	Yes	Yes
160	SECTION 24-22-10	State	Statute	Offender Management System Act	Yes	No
161	SECTION 24-22-30	State	Statute	Eligibility to participate in offender management system	Yes	Yes
162	SECTION 24-22-40	State	Statute	Implementation of system; limits to issuance of certificates; Orders by Governor to enroll or cease release of prisoners	Yes	Yes
163	SECTION 24-22-80	State	Statute	Revocation of offender management system status; no appeal	Yes	Yes
164	SECTION 24-22-90	State	Statute	Enrollment in system; supervision in community; giving of notice; statements by victims, witnesses, solicitors, law enforcement officers, and others for or against release	Yes	Yes
165	SECTION 24-22-100	State	Statute	Enrollee participation in designated programs; community control strategies	Yes	Yes
166	SECTION 24-22-110	State	Statute	Status of enrollees; retention and sharing of control by departments; revocation of enrollment	Yes	Yes
167	SECTION 24-22-120	State	Statute	Discipline or removal from system; violation, arrest and detention; no bond pending hearing	Yes	Yes

168	SECTION 24-22-150	State	Statute	Funding required for system initiation and ongoing operation; hiatus when funding exhausted	Yes	Yes
	SECTION 24-13-425	State	Statute	Tampering with the operation of an electronic monitoring device; penalty.	Yes	Yes
	SECTION 24-23-120	State	Statute	Presentence Investigation.	Yes	Yes
	Section 16-3-1910(I)	State	Statute	The hearing on a permanent restraining order may be done electronically via closed circuit television or through other electronic means when possible. If the respondent is confined in a Department of Corrections facility, the complainant may come to the Department of Probation, Parole, and Pardon Services in Richland County to have the hearing held electronically via closed circuit television or through other electronic means.	Yes	Yes

Agency Name: South Carolina Department of Probation, Parole and Pardon Services

Fiscal Year 2016-2017  
Accountability Report

Agency Code: N080 Section: 066

Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
Administration	Provide executive leadership and administrative support for the internal operations of the Department. The activities supported include Legislation, Accounting, Revenue, Budgeting, Human Resources, Procurement, Audit, Training and other miscellaneous administrative functions.	Oversee internships for college credit, career fairs, research, and other law enforcement education for public and private colleges and local schools.	Local Govts.	
Victim Services	To provide information, notification and advocacy to crime victims whose offenders are on probation or parole supervision or whose offenders are being considered for parole or pardon by the Parole Board.	Disburse restitution, notify about changes to the offender's case, provide counseling and safety.	General Public	<u>Age:</u> 18+ <u>Gender:</u> All <u>Economic Requirements:</u> All incomes <u>Other Required Conditions:</u> Victims of crime.
Victim Services	To provide information, notification and advocacy to crime victims whose offenders are on probation or parole supervision or whose offenders are being considered for parole or pardon by the Parole Board.	Victim's rights training, advocacy, support, and other initiatives for Victim Advocacy groups.	General Public	<u>Age:</u> 18+ <u>Gender:</u> All <u>Economic Requirements:</u> All incomes <u>Other Required Conditions:</u> Victims Advocacy groups.
Ignition Interlock	To provide oversight for active participants placed on the IID program convicted of DUI.	Manage both mandatory and elective participants of the Ignition Interlock Device Program. Administer penalties, appeals, and successful completion.	General Public	<u>Age:</u> 18+ <u>Gender:</u> All <u>Economic Requirements:</u> All incomes <u>Other Required Conditions:</u> Individuals participating in Ignition Interlock per Emma's Law; cf. SC State Laws 56-1-400, 56-5-2941, 56-5-2942, 56-5-2945, 56-5-2947, 56-5-2950, 56-5-2951, 56-5-2990.
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Supervise according to interstate compact, judicial or board order as well as evidence-based need; manage supervision plan to maximize chance for successful completion. Address violations.	General Public	<u>Age:</u> 18+ <u>Gender:</u> All <u>Economic Requirements:</u> All incomes <u>Other Required Conditions:</u> Individuals under probation, parole, or related release programs, as well as their family or neighbors.
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Provide supervision for select YOA offenders, legal documentation for entries and releases, and pre-parole investigations for SCDC.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Provide supervision for select offenders, as well as some DNA and GPS requirements for SC DJJ.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Notify if pregnant offender tests positive for drugs, non-compliance with treatment plans, child/elder abuse, and related mandatory reporting for SC DSS.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Provide intelligence, assistance on local investigations of offenders under supervision, warrant service support, persons of interest support.	Local Govts.	



Offender Supervision	To supervise offenders under the Department's jurisdiction.	Provide intelligence, assistance on local investigations of offenders under supervision, warrant service support, persons of interest support for Federal Probation and other Federal Law Enforcement.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Support special security efforts such as Bike Week, Hurricane Deployment, Flood Deployment, statewide radio Strike Team to local police and sheriff departments.	Local Govts.	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Support special security efforts such as Bike Week, Hurricane Deployment, Flood Deployment, statewide radio Strike Team to state law enforcement entitites.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Manage transfer of supervised offenders across state lines.	Professional Organization	Interstate Commission for Adult Offender Supervision (ICAOS)
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Technical support, hosting, analysis, and other data related to supervision.	Professional Organization	South Carolina Probation and Parole Association (SCPPA), American Probation and Parole Association (APPA), National Association of Blacks in Criminal Justice (NABCJ)
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Provide instructors and other training support to the SC Criminal Justice Academy.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Collect DNA, fingerprints, photograph, and other demographic information for SLED.	Executive Branch/State Agencies	
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Match up offenders under supervision with non-profits, churches, and other groups for public work sites.	Industry	Non-profits, churches, and other employers serving as PSE sites.
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Evaluate halfway houses, shelters, treatment providers, and other service providers. Provide references for those under supervision who may benefit from these services.	Industry	Service providers (shelters, treatment centers, and etc)
Offender Supervision	To supervise offenders under the Department's jurisdiction.	Provide information for criminal justice entities (courts, solicitors, clerk of court, etc) relating to sentencing, warrants, evidence, and etc.	Judicial Branch	
Sex Offender Monitoring	To place offenders ordered by the Court to GPS monitoring under the Sex Offender Accountability and Protection of Minors Act of 2006.	Manage GPS data. Respond to violations of curfew, exclusion zones, and equipment tampering.	General Public	<u>Age:</u> 18+ <u>Gender:</u> All <u>Economic Requirements:</u> All incomes <u>Other Required Conditions:</u> Individuals under GPS tracking and monitoring.
Parole Board Operations	The Board has the sole responsibility for granting or denying parole and pardons, revoking, modifying, or re-hearing paroles and making recommendations	Provide accurate and timely investigations, as well as infrastructure support to the Parole Board.	Executive Branch/State Agencies	

**Agency Name:** South Carolina Department of Probation, Parole and Pardon Services

**Fiscal Year 2016-2017  
Accountability Report**

**Agency Code:** N080 **Section:** 066

**Partner Template**

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
U.S. Probation	Federal Government	Partner with U.S. Probation to stay in case management communication regarding offenders under supervision by both partner entities and provide assistance with pre-sentence investigations for the Courts.	1.3.1, 1.3.2, 3.3.1, 3.3.2, 3.3.3
U.S. Attorney's Office	Federal Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships.	1.3.1, 1.1.5
U.S. Marshal's Services	Federal Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships.	1.3.1, 1.1.5
U.S. Bureau of Alcohol, Tobacco and Firearms	Federal Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships; and assistance with special operation security details and deployments.	1.3.1, 1.1.5
U.S. Immigration and Custom Enforcement	Federal Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships.	1.3.1, 1.1.5
Federal Bureau of Prisons	Federal Government	Partner with BOP to stay in case management communication regarding offenders under supervision by both partner entities and provide assistance with pre-sentence investigations for the Courts.	1.3.1, 1.1.5
U.S. Department of Justice	Federal Government	Partner with DOJ for justice program grant assistance . System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships.	1.3.1, 1.3.2, 2.3.3, 3.3.1, 3.3.2, 3.3.3
Veterans Administration	Federal Government	Partner with Veterans Administration for case management support regarding offenders under supervision with need for services based on eligibility.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
State Law Enforcement Division	State Government	Partner with SLED in assistance with favorable pardon outcomes to update criminal histories, fingerprints data management compliance, DNA collection procedures, infrastructure support for offender case management activities, special operations security details deployments and data requests.	1.2.2, 1.3.1, 1.3.2, 2.1.1, 2.2.2, 2.2.3, 2.4.1, 2.4.2, 3.3.1, 3.3.1, 3.3.2, 3.3.3

S.C. Department of Public Safety	State Government	Partner with SCPS for justice program grant assistance and assistance with special operation security details and deployments. System partner to ensure the enforcement of laws and public safety through information	1.3.1, 1.3.2, 2.3.3, 3.3.1, 3.3.2, 3.3.3
S.C. Department of Juvenile Justice	State Government	Partner with DJJ and the Juvenile Parole Board in the supervision of juveniles granted release by the Board.	1.3.1, 1.3.2, 3.3.1, 3.3.2, 3.3.3
S.C. Department of Corrections	State Government	Partner with SCDC for: reentry case coordination of eligible inmates and potential inmates likely to be released to SCDPPPS for supervision, procurement of printed materials, infrastructure support for video conference capabilities, interstate compact for adult supervision transfers,	1.2.3, 1.1.5, 3.3.1, 3.3.2, 3.3.3
S.C. Department of Mental Health	State Government	Partner with SCDMH for case management support regarding offenders under supervision by both partner entities as a result of a referral for mental health services or monitoring under the Not Guilty By Reasonable Insanity statute.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Department of Disabilities and Special Needs	State Government	Partner with SCDDSN for case management support regarding offenders under supervision with intellectual disabilities, autism and other applicable disabilities.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Department of Education	State Government	Partner with SCDOE and the local school districts for case management support regarding offenders under supervision with a need for adult education services.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Department of Alcohol and Other Drug Services	State Government	Partner with DAODAS and the community-based network of county alcohol and drug abuse authorities for case management support regarding offenders under supervision with a need for substance abuse treatment services.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Technical Colleges	State Government	Partner with S.C. Technical Colleges for case management support regarding offenders under supervision participating in the Self-Paced In-Class Education Program (SPICE); for research projects, grant proposals and volunteer/intern and recruitment efforts.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Statistical Analysis Center, RAFA	State Government	Partner with SAC by providing statistical information about probationers and parolees as it relates to crime and justice trends in South Carolina.	1.3.1, 1.1.5, 2.3.3, 2.4.1, 2.4.2, 2.4.3
S.C. Court Administration	State Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships.	1.3.1, 1.1.5

S.C. Criminal Justice Academy	State Government	Partner with SCCJA in coordination of required training for all Class-1 certified staff at the Department.	1.3.4
Commission for Minority Affairs	State Government	Partner with CMA for training and support in regards to working with diverse communities of color.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
Solicitor's Offices-All 16 Judicial Circuits	State Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships.	1.3.1, 1.1.5
Worker's Compensation Commission	State Government	Partner with WCC in efforts to provide assistance for employees, injured workers or individuals filing a claim for workplace injuries.	3.2.4
S.C. Department of Motor Vehicles	State Government	Partner with SCDMV in coordination and oversight of the Ignition Interlock Device Program as it relates to driver services and licenses.	1.3.1, 1.1.5
S.C. Department of Vocational Rehabilitation	State Government	Partner with SCDVR for case management support regarding offenders under supervision participating in the Self-Paced In-Class Education Program (SPICE); and support for all offenders with disabilities under supervision with a need for offered services.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Department of Administration	State Government	Partner with SCDADMIN for services related to day-to-day operations such as facilities management, human resources support, technology support, budget support and other related services.	1.3.3, 2.2.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 2.3.1, 2.3.2, 2.3.3, 2.4.1, 2.4.2, 2.4.3, 3.1.1, 3.1.2, 3.1.3, 3.2.1, 3.2.2, 3.2.3, 3.2.4
S.C. Commission for the Blind	State Government	Partner with the Commission for the Blind for case management support regarding offenders under supervision with a need for rehabilitation and other support services related to visual impairment.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. School for the Deaf and Blind	State Government	Partner with SCSDB for case management support regarding offenders under supervision with need for interpreting services or sign language assistance.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
State Office of Victim Assistance	State Government	Partner with SOVA in coordinated efforts to assists crime victims of the offenders supervised by the Department.	1.2.1, 1.2.2, 1.2.3, 1.2.4
S.C. Department of Employment and Workforce	State Government	Partner with SCDEW for case management support regarding offenders under supervision with a need for employment and/or workforce development services.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3

S.C. African American HIV/AIDS Council	State Government	Partner with SCAAHAC for case management support regarding offenders under supervision with need for HIV/AIDS support services.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
S.C. Army National Guard	State Government	System partner to ensure the enforcement of laws and public safety through victim services assistance; and assistance with special operation security details and deployments.	1.2.3
Local Colleges and Universities	Higher Education Institute	Partner with local colleges and universities for research projects, grant proposals and volunteer/intern and recruitment efforts.	1.3.1, 1.1.5, 2.3.3, 2.4.1, 2.4.2, 2.4.3
Local Law Enforcement Authorities	Local Government	System partner to ensure the enforcement of laws and public safety through information exchange and collaborative partnerships; and assistance with special operation security details and deployments.	1.3.1, 1.1.5
Northpointe, Inc.	Private Business Organization	Contractual services for the Department's risk and needs assessment instrument used for case management decision-making.	1.3.1, 1.1.5
NWN Corporation	Private Business Organization	Contractual services in support of the Department's web-based, information technology infrastructure.	1.3.1, 1.1.5, 2.3.2
Guardian Interlock	Private Business Organization	Partnership with Ignition Interlock Device manufacturer under an agreement to install alcohol monitoring equipment in program participants' vehicles.	1.3.1, 1.1.5
LifeSafer Interlock	Private Business Organization	Partnership with Ignition Interlock Device manufacturer under an agreement to install alcohol monitoring equipment in program participants' vehicles.	1.3.1, 1.1.5
Smart Start, Inc.	Private Business Organization	Partnership with Ignition Interlock Device manufacturer under an agreement to install alcohol monitoring equipment in program participants' vehicles.	1.3.1, 1.1.5

Medtox	Private Business Organization	Contractual services for the Department's drug testing program for case management decision-making.	1.3.1, 1.1.5
FirstLab	Private Business Organization	Contractual services for the Department's drug testing program for case management decision-making.	1.3.1, 1.1.5
ArcPoint	Private Business Organization	Contractual services for the Department's drug testing program for case management decision-making.	1.3.1, 1.1.5
BI, Inc.	Private Business Organization	Contractual services for the Department's electronic monitoring program for supervision and case management decision-making.	1.3.1, 1.1.5
Local Community-based Treatment and Reentry Services Providers	Private Business Organization	Partner with local community-based treatment and reentry services providers for case management support regarding offenders under supervision with a need for various resources such as housing, job readiness, medical, clothing, food etc.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
SC Probation and Parole Association	Professional Association	Partner with SCPPA to assist in the development of professional development and leadership opportunities for staff.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
SC Correctional Association	Professional Association	Partner with SCCA to assist in the development of professional development and leadership opportunities for staff.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
SC Law Enforcement Officers Association	Professional Association	Partner with SCLEOA to assist in the development of professional development and leadership opportunities for staff.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
American Probation and Parole Association	Professional Association	Partner with APPA to assist in the development of professional development and leadership opportunities for staff.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3
SC Chapter of National Association of Blacks in Criminal Justice	Professional Association	Partner with SCNABCJ to assist in the development of professional development and leadership opportunities for staff.	1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.1.5, 1.3.1, 2.3.3



**Agency Name:** South Carolina Department of Probation, Parole and Pardon Services

**Fiscal Year 2016-2017  
Accountability Report**

**Agency Code:** N080      **Section:** 066

**External Review Template**

Item	Name of Entity Conducted External Review	Type of Entity	External Review Timeline (MM/DD/YYYY to MM/DD/YYYY)	Method to Access the External Review Report
1	Sentence Reform Oversight Committee	State	06/02/2010 to 06/30/2018 (reauthorized by Proviso 117.123)	SC Legislature Website
2	State Law Enforcement Division (SLED)	State	10/01/2015 to 01/31/2016	Electronic Request
3	Excipio/ Coeur Application Mapping Data Collection on behalf of the Department of Administration/DTO	Outside Organization	10/01/2016 to 02/22/2017	DTO SharePoint Website
4	Internal Audit (Executive Order)	State	07/01/2016 to 12/31/2016	DTO eRoom Website
5	Department of Administration/ Proviso 117.114 IT/IS Data Collection	State	07/01/2017 to 06/30/2016 Conducted August 2016	Electronic Request/ DTO eRoom Website
6	McAfee Security Information and Event Management (SIEM) Health Check	Outside Organization	10/31/2016 to 11/04/2016	Internal Agency Document
7	Microsoft License TrueUp Audit	Outside Organization	04/01/2017 to 04/30/2017	Microsoft Website
8	Barracuda Email Threat Assessment	Outside Organization	03/14/2017 to 06/02/2017	Barracuda Website
9	Department of Administration, Division of Human Resources (HR Delegation Audit)	State	07/01/2015 to 06/30/2016 conducted on 3/3/2017	DOA/DSHR electronic request
10	Office of the State Auditor	State	07/01/2015 to 06/30/2016	SC Office of the State Auditor Website