

AGENCY NAME:	South Carolina Law Enforcement Training Council		
AGENCY CODE:	N20	SECTION:	64

**Fiscal Year 2016-2017
Accountability Report**

SUBMISSION FORM

AGENCY MISSION	IT IS THE MISSION OF THE SOUTH CAROLINA CRIMINAL JUSTICE ACADEMY TO FOSTER AND UPHOLD PRESCRIBED LAWS AND REGULATIONS BY PROVIDING MANDATED BASIC AND ADVANCED TRAINING TO CRIMINAL JUSTICE PERSONNEL AND MAINTAIN A CONTINUOUS CERTIFICATION PROCESS TO ENSURE THAT ONLY THE MOST QUALIFIED PERSONS ARE SANCTIONED BY THE STATE TO SERVE.
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AGENCY VISION	IT IS THE VISION OF THE SOUTH CAROLINA CRIMINAL JUSTICE ACADEMY TO TRAIN LAW ENFORCEMENT PERSONNEL TO BECOME CERTIFIED AND MAINTAIN CERTIFICATION TO PERFORM THEIR DUTIES EFFICIENTLY, EFFECTIVELY AND ETHICALLY.
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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.


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


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

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
PRIMARY CONTACT:	Lewis J. Swindler, Jr., Director	803-896-7779	LJswindler@sccja.sc.gov
SECONDARY CONTACT:	Mike Lanier, Deputy Director	803-896-7753	DMLanier@sccja.sc.gov

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

AGENCY DIRECTOR (SIGN AND DATE):	 9/6/17
	(TYPE OR PRINT NAME): Lewis J. Swindler, Jr., Director

BOARD/CMSN. CHAIR (SIGN AND DATE):	 9/7/2017
	(TYPE OR PRINT NAME): Mark Keel, Chief

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AGENCY'S DISCUSSION AND ANALYSIS

DURING FISCAL YEAR 2017, THE CRIMINAL JUSTICE ACADEMY (ACADEMY) UNDER THE DIRECTION OF THE SOUTH CAROLINA LAW ENFORCEMENT TRAINING COUNCIL ATTAINED NATIONAL ACCREDITATION THROUGH THE COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES (CALEA). THE ACADEMY PROVIDES MANDATED AS WELL AS ADVANCED TRAINING AND CONTINUOUS CERTIFICATIONS FOR ALL STATE AND LOCAL LAW ENFORCEMENT OFFICERS AND LOCAL DETENTION OFFICERS. ADDITIONALLY, THE ACADEMY TRAINS AND CERTIFIES LOCAL DISPATCHERS. THIS PROCESS IS ACCOMPLISHED BY PROVIDING TRAINING TO IN-RESIDENT STUDENTS AT THE ACADEMY'S FACILITY LOCATED IN COLUMBIA. ADVANCED OFF-SITE TRAINING IS CONDUCTED THROUGH COORDINATION WITH LOCAL LAW ENFORCEMENT AGENCIES AND ON-LINE TRAINING VIA THE INTERNET. FOR FISCAL YEAR 2017, THE ACADEMY OFFERED 16 BASIC LAW ENFORCEMENT CLASSES WITH 1,163 STUDENTS ATTENDING AND 851 GRADUATING; 16 SPECIAL BASIC CLASSES WITH 87 ATTENDING AND 71 GRADUATING; 12 BASIC JAIL CLASSES WITH 686 ATTENDING AND 500 GRADUATING; 12 BASIC JAIL – LEGAL CLASSES WITH 10 ATTENDING AND 10 GRADUATING; 4 CLASSES OF LIMITED DUTY WITH 180 ATTENDING AND 140 GRADUATING; 12 CLASSES FOR BASIC TELECOMMUNICATION OFFICER TRAINING WITH 187 ATTENDING AND 149 GRADUATING AND 2 OFFERINGS FOR THE BTOT TEST CHALLENGE WITH 14 ATTENDING AND 6 GRADUATING . THE ACADEMY OFFERED 59 DIFFERENT ADVANCED TRAINING PROGRAMS THROUGHOUT THE YEAR WITH 245 INDIVIDUAL CLASSES ATTENDED BY 5,450 PERSONNEL WITH 4,870 GRADUATING. ON THE NEWLY EXPANDED ACADIS LEARNING MANAGEMENT SYSTEM, 30 ON-LINE CLASSES WERE OFFERED AND 73,216 WERE COMPLETED.

THE POLICE SCIENCE UNIT IN BASIC TRAINING DEVELOPED AND IMPLEMENTED ACTIVE SHOOTER TRAINING SPECIFICALLY DESIGNED FOR THE SCCJA STAFF; DEVELOPED A SOCIAL MEDIA CLASS FOR SRO AND ADVANCED LEVEL TRAINING; AND DEVELOPED AND IMPLEMENTED A CHALLENGE TEST FOR BASIC TELECOMMUNICATORS. THE DEFENSIVE TACTICS AREA DEVELOPED AND COMPLETED A TOTAL OVERHAUL OF THE DEFENSIVE TACTICS CURRICULUM IN THE BLE PROGRAM AS WELL AS THE DT INSTRUCTOR CERTIFICATION; AND INITIATED, DEVELOPED AND IMPLEMENTED A PRE-QUALIFICATION REQUIREMENT FOR DT INSTRUCTOR AND GROUND DEFENSE. BASIC DETENTION DEVELOPED A SHORT PHYSICAL TRAINING BLOCK FOR DETENTION OFFICERS. THE FIREARMS/DRIVING RANGE STAFF NEGOTIATED AND SOLIDIFIED A COLLABORATIVE EFFORT WITH THE FBI TO CONSTRUCT A TACTICAL TRAINING FACILITY.

THE INSTALLATION AND SETUP OF THE EVERGREEN ONLINE PUBLIC ACCESS CATALOG (OPAC) ON A DEDICATED SERVER WITH AN ADMINISTRATIVE SITE AND A PUBLIC ACCESS SITE WAS COMPLETED FOR THE LIBRARY. A LINK TO THE PUBLIC ACCESS SITE CAN BE FOUND ON THE ACADEMY'S WEBSITE. THE BARCODING OF INDIVIDUAL LIBRARY MATERIALS WAS COMPLETED AND PHOTO DOCUMENTATION OF LABELS WAS COMPILED INTO DIGITAL FILES FOR EFFICIENT MARC (MACHINE READABLE CATALOGING) RECORD MANAGEMENT WHICH PROVED TO BE A TREMENDOUS TIME SAVER. TESTING AND EVALUATION OF PROGRAMMED FUNCTIONS OF THE EVERGREEN SOFTWARE HAS BEEN COMPLETED AND EVERGREEN OPAC IS NOW FUNCTIONAL ON BOTH THE ADMINISTRATIVE AND PUBLIC USER SIDES. THE OPAC IS BEING USED FOR CIRCULATION OF LIBRARY MATERIALS AND ONGOING MAINTENANCE OF RECORDS.

THE CERTIFICATION AND COMPLIANCE UNIT CONTINUES TO COMPLETE THE TRANSFORMATION OF THE WAY OFFICER RECORDS ARE STORED WITH THE USE OF THE ACADIS DOCUMENT MANAGEMENT SYSTEM. CERTIFICATION PROCESSED 8,396 PERSONNEL CHANGE IN STATUS REPORTS (PCS); 2,539 CERTIFICATION SERVICE REQUESTS; 6,329 MANDATORY RETRAINING NOTIFICATIONS (MRN); AND 74 OUT-OF-STATE TRAINING REVIEWS.

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THEY ISSUED/MAILED 1,578 BASIC CERTIFICATIONS (CLASS 1, 2, 3, & 4); MAILED 2,958 COMPLIANCE REMINDER LETTERS AND RENEWED 4,226 (CLASS 1, 2, & 3) LAW ENFORCEMENT OFFICER CERTIFICATION RENEWALS.

THE IT DEPARTMENT HAS CONTINUED TO MAKE IMPROVEMENTS TO IMPROVE RELIABILITY AND SPEED OF AGENCY SYSTEMS. THE CORE SWITCHES WERE REPLACED TO REDUNDANT SWITCHES, WHICH ARE CLUSTERED TOGETHER TO PREVENT DOWNTIME DUE TO HARDWARE FAILURE. THE PERIMETER FIREWALL WAS REPLACED WITH A SOLUTION THAT PROVIDES MORE SECURITY AND VISIBILITY OF THREATS THAT ARE EXPERIENCED ON THE INTERNET AND NETWORK. IN THE DORMS, THE WIFI SIGNAL STRENGTH WAS IMPROVED FOR STUDENTS BY ADDING MORE ACCESS POINTS. SEVERAL KEY SERVERS AND STORAGE WERE REPLACED TO PROVIDE MORE SPEED TO OUR CRITICAL APPLICATIONS. WE CONTINUED TO REPLACE SEVERAL NETWORK SWITCHES AROUND CAMPUS THAT WERE OLD AND NEAR END OF SUPPORT. A NEW WEBSITE IS BEING CREATED FOR THE ACADEMY THAT SHOULD IMPROVE USABILITY FOR STUDENTS AND USERS NEEDING TO FIND FORMS AND INFORMATION. THIS SITE IS EXPECTED TO GO LIVE IN SEPTEMBER 2017.

THE INSTRUCTIONAL STANDARDS AND TESTING UNIT COMPLETED THE BIENNIAL REVIEW OF THE BASIC LAW ENFORCEMENT AND BASIC DETENTION LESSON PLANS CREATING UPDATED MANUALS THAT WERE ASSEMBLED AND GIVEN TO THE BASIC TRAINING UNIT FOR PRINTING. THEY ALSO BEGAN THE REVIEW OF TEST QUESTIONS FOR THESE PROGRAMS WHICH SHOULD BE COMPLETED BY SEPTEMBER 2017. THE UPDATED PROGRAMS ARE TO BE IMPLEMENTED IN OCTOBER 2017. 326 DEPARTMENTAL LESSON PLANS WERE PROCESSED AS WELL AS 298 INSTITUTIONAL PROVIDER APPLICATIONS FOR CONTINUING LAW ENFORCEMENT EDUCATION (CLEE) CREDIT. THE UNIT FINISHED THE ASSESSMENT OF NEW TESTING SOFTWARE TO SERVE THE NEEDS OF THE ACADEMY, WITH PLANS TO IMPLEMENT AS SOON AS POSSIBLE.

THE ACADEMY COMPLETED SEVERAL PROJECTS DURING THE YEAR TO ENHANCE SAFETY AND SECURITY INCLUDING INSTALLING SPEED BUMPS AND STOP SIGNS ON GEOLOGY ROAD TO SLOW SPEEDERS. THE VILLAGE GYM FLOOR WAS REPLACED WITH SAFER FLOORING MATERIALS TO PREVENT INJURIES DURING OFFICER TRAINING. THE ACADEMY ALSO HAS LIMITED ACCESS TO INTERIOR LOCATIONS WITH THE ONLY ACCESS AVAILABLE BEING THE MAIN ENTRANCE WHICH IS STAFFED DURING BUSINESS HOURS. DURING FY17 PLANS WERE FORMULATED TO UPGRADE SECURITY FOR THE RECEPTIONIST AREA, CONSTRUCT AN AMMO/WEAPONS VAULT AT THE RANGE, AND LEAD REMEDIATION FOR THE RANGE AREA. OTHER MAJOR REPAIR/MAINTENANCE PROJECTS COMPLETED DURING THE YEAR INCLUDE REROOFING SEVERAL BUILDINGS, REPLACING HVAC UNITS, AND SEALING THE DRIVING TRACK AND CRACKS ON GEOLOGY ROAD AND VILLAGE ASPHALT.

FOOD SERVICE HAS CONTINUED TO MAINTAIN THE FOOD COST BELOW \$1.25 PER MEAL FOR THE YEAR. THIS HAS BEEN ACCOMPLISHED THROUGH RESOURCEFUL MEAL PLANNING, EXCEPTIONAL PRICE SHOPPING OF FOOD PRODUCTS, CAREFUL FOOD PREPARATION AND THE FOOD SERVICE SUPPORT STAFF. THIS GOAL HAS BEEN ACHIEVED WHILE STILL PROVIDING STUDENTS AND STAFF WITH MEALS WHICH ARE NUTRITIONALLY SOUND AND APPETIZING, WHILE AT THE SAME TIME MEETING ALL USDA, OSHA AND SC DHEC REQUIREMENTS WITHIN THEIR LIMITED BUDGET.

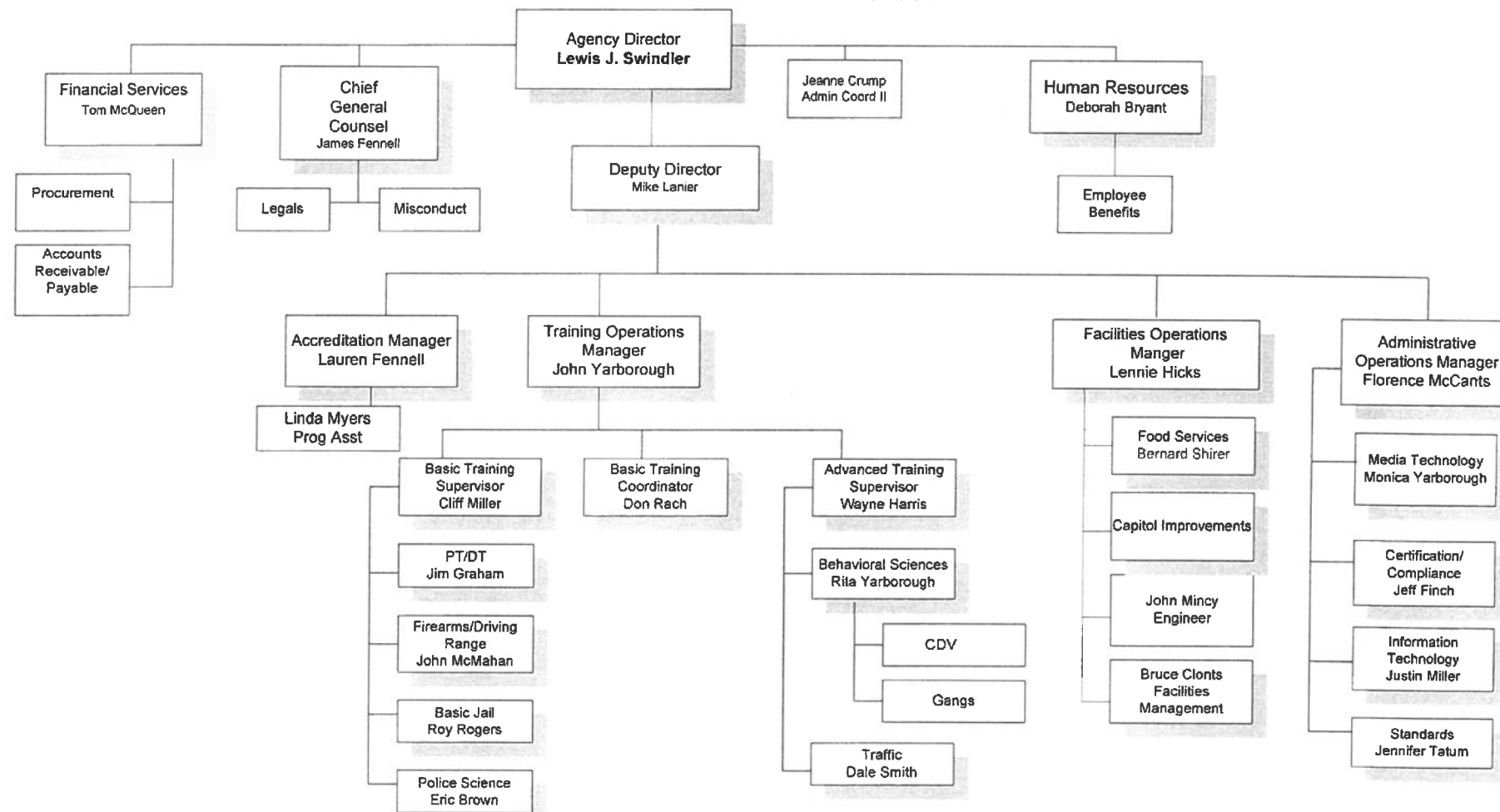
RISK ASSESSMENT AND MITIGATION STRATEGIES:

THE SOUTH CAROLINA CRIMINAL JUSTICE ACADEMY IS THE ONLY LAW ENFORCEMENT TRAINING FACILITY IN SOUTH CAROLINA THAT IS SANCTIONED BY LAW TO CERTIFY CANDIDATES AS POLICE OFFICERS, DETENTION OFFICERS AND DISPATCHERS. THIS PROCESS ENSURES THAT EVERY CERTIFIED OFFICER HAS BEEN TRAINED TO A REQUIRED STANDARD THAT ADDRESSES TRADITIONAL AND CONTEMPORARY LAW ENFORCEMENT AND LAW ENFORCEMENT RELATED JOB FUNCTIONS. ADDITIONALLY, THE ACADEMY OVERSEES THE RECERTIFICATION

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REQUIREMENTS OF APPROXIMATELY 17,460 OFFICERS STATEWIDE. FURTHERMORE, THE ACADEMY, THROUGH THE AUTHORITY GRANTED THE TRAINING COUNCIL BY LAW, DECERTIFIES OFFICERS WHO NO LONGER MEET THE REQUIRED TRAINING STANDARDS OR HAVE BEEN FOUND GUILTY OF MISCONDUCT. THE ACADEMY'S ROLE IN PROMOTING PROFESSIONALISM THROUGH MANDATED AND ADVANCED TRAINING PROGRAMS AND CONTINUAL CERTIFICATION IS A TREMENDOUS EFFORT TO PREPARE LAW ENFORCEMENT PERSONNEL TO BETTER PROTECT, SERVE AND SAFEGUARD THIS STATE'S COMMUNITIES. LACK OF ADEQUATE FUNDING DUE TO DECREASED REVENUES NEGATIVELY IMPACTS THE ACADEMY'S ABILITY TO SUSTAIN OR EXPAND PROGRAMS THAT ARE NEEDED TO MAINTAIN THE LEVEL OF PROFESSIONALISM THE CITIZENS OF SOUTH CAROLINA EXPECT AND DESERVE FROM THEIR LAW ENFORCEMENT PROFESSIONALS. THE LEGISLATURE HAS AIDED THE ACADEMY IN THE PAST BY PROVIDING NON-RECURRING AND RECURRING FUNDS TO MITIGATE DECLINING FINES AND FEES MONIES THE ACADEMY RECEIVES TO OPERATE. CONTINUAL SUPPORT IN THIS AREA WILL HELP TO ENSURE SUCCESS.

SOUTH CAROLINA CRIMINAL JUSTICE ACADEMY ORGANIZATIONAL CHART



Effective August 02, 2017

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1			Maintaining Safety, Integrity and Security	Provide a safe, secure and functional environment to enable the staff to work and the students to learn.
S		1.1		Maintaining Safety, Integrity and Security	Maintain safety and security of buildings and equipment
O			1.1.1	<i>Maintaining Safety, Integrity and Security</i>	<i>Increase security of the receptionist area</i>
O			1.1.2	<i>Maintaining Safety, Integrity and Security</i>	<i>Install additional security cameras throughout campus</i>
O			1.1.3	<i>Maintaining Safety, Integrity and Security</i>	<i>Upgrade facilities that have deteriorated due to usage and age</i>
S		1.2		Maintaining Safety, Integrity and Security	Increase the vehicle fleet by 5 SUV's for instructional usage in support of Mobile Training Teams
G	2			Education, Training, and Human Development	Provide meaningful, contemporary, and best practice law enforcement, detention and dispatcher training to the South Carolina Criminal Justice Community
S		2.1		Education, Training, and Human Development	Expand capabilities for Mandated Training
O			2.1.1	<i>Education, Training, and Human Development</i>	<i>Maintain expansion of on-line training with newly required in-service training requirements</i>
O			2.1.2	<i>Education, Training, and Human Development</i>	<i>Expand BLE training from 12 to 15 weeks</i>
O			2.1.3	<i>Education, Training, and Human Development</i>	<i>Construct Tactical Training Facility</i>
O			2.1.4	<i>Education, Training, and Human Development</i>	<i>Decrease wait time for enrolled officers to initiate training</i>
S		2.2		Government and Citizens	Expansion of Advanced Training opportunities
O			2.2.1	<i>Government and Citizens</i>	<i>Review current advanced training for courses with declining enrollment</i>
O			2.2.2	<i>Government and Citizens</i>	<i>Increase by 1/3 the advanced training classes stressing contemporary issues with the addition of the Mobile Training Team model.</i>

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Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	3			Maintaining Safety, Integrity and Security	Provide continual oversight of certified South Carolina criminal justice personnel to ensure established standards are maintained.
S		3.1		Maintaining Safety, Integrity and Security	Review misconduct process to improve tracking and reporting
S		3.2		Maintaining Safety, Integrity and Security	Audit field records to ensure matches with Certification records

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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	Basic Law Student Graduates	874	952	851	952	July 1 - June 30	ACADIS	70 students * 16 classes * 85%	2.1.1, 2.1.2, 2.1.3	Provides a gauge as to the effectiveness of the instructors and the quality of the students
2	Total Mandated Student Graduates	1716	1955	1727	1955	July 1 - June 30	ACADIS	2300 students * 85%	2.1.1, 2.1.2, 2.1.3, 2.1.4	Provides a gauge as to the effectiveness of the instructors and the quality of the students
3	Advanced Student Graduates	4243	5400	4870	5400	July 1 - June 30	ACADIS	18000 students * 30%	2.1.1, 2.1.3, 2.2.1, 2.2.2	Provides a gauge as to the effectiveness of the instructors and the quality of the students
4	On-line ACADIS Training	65251	81000	73216	81000	July 1 - June 30	ACADIS	18000 students * 6 classes * 75%	2.1.1, 2.2.1, 2.2.2	Determines the additional amount of training that can be received outside of the classroom.
5	Decrease Training Wait Time (weeks)	24	10	24	10	30-Jun	Registration Records		2.1.4	Measures the amount of backlog of departments that have new hires awaiting training.

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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	Leadership and direction for the Agency, including administration, finance and supporting services.	\$ 1,991,088	\$ 5,192,703	\$ -	\$ 7,183,791	\$ 1,009,438	\$ 6,540,186	\$ -	\$ 7,549,624	1.1.1, 1.1.2, 1.1.3
II. Training	Instructional staff	\$ 945,015	\$ 3,850,068	\$ 465,139	\$ 5,260,222	\$ 3,717,146	\$ 1,577,121	\$ 485,141	\$ 5,779,408	2.1.1, 2.1.2, 2.1.3, 2.1.4, 2.2.1, 2.2.2
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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	23-23-10 - Purpose; definitions	State	Statute	Sets out the reasoning and intent of the chapter. Provides definitions.	Yes	Yes
2	23-23-20 - South Carolina Criminal Justice Academy	State	Statute	Creates the Criminal Justice Academy.	Yes	Yes
3	23-23-30 - South Carolina Law Enforcement Training Council; members; terms.	State	Statute	Creates the Law Enforcement Training Council & their requirement to meet.	No	No
4	23-23-40 - Certification Requirement.	State	Statute	Outlines requirement of training and certification for all law enforcement officers in South Carolina. Sets out exceptions to the training requirement.	Yes	Yes
5	23-23-50 - Continuing Law Enforcement Education Credits (CLEEC) in domestic violence requirement; guidelines for exemptions.	State	Statute	Outlines requirement of continuing education related to domestic violence.	Yes	Yes
6	23-23-60 - certificates of compliance; information to be submitted relating to qualification of candidates for certification; expiration of certificate.	State	Statute	Outlines information to be submitted for candidates for certification, expiration of certification, and grants the Council authority to issue certification and other appropriate indicia of compliance.	Yes	Yes
7	23-23-70 - Certificates to be issued to certain officers appointed as chiefs and certain retired law enforcement officers.	State	Statute	Outlines Council's authority to issue certification in certain situations to chiefs and certain retired law enforcement officers.	Yes	Yes
8	23-23-80 - South Carolina Law Enforcement Training Council; powers and duties.	State	Statute	Outlines powers & duties of the Training Council.	Yes	Yes
9	23-23-90 - Internal documents relating to requirements or administration of chapter as basis for court action.	State	Statute	Provides absolute immunity in litigation regarding communications that are required by the Training Act.	Yes	No
10	23-23-100 - Compliance orders; penalties.	State	Statute	Allows the Director to issue Orders for compliance with the Training Act and corresponding regulations. Outlines procedure to be used to invoke civil penalties if that Order is not complied with.	Yes	No
11	23-23-110 - Law enforcement in municipality with single officer when officer attending training.	State	Statute	Provides procedure for municipalities with only one law enforcement officer to secure assistance from county Sheriff during training at the Academy.	Yes	No
12	23-23-115 - Training of officers with Savannah River Site Law Enforcement Department.	State	Statute	Allows training of law enforcement officers of the Savannah River Site at the Academy.	Yes	No

13	23-23-120 - Reimbursement of training costs.	State	Statute	Provides for reimbursement of basic training expenses between law enforcement agencies under certain circumstances.	Yes	No
14	23-23-130 - Retention of academy-generated revenue.	State	Statute	Allows for retention of certain academy generated revenues for certain operating expenses of the Academy.	Yes	No
15	23-23-140 - Patrol canine teams, certification.	State	Statute	Requires certification of patrol canine teams.	Yes	Yes
16	23-47-20 - System requirements.	State	Statute	Requires telecommunication operators and/or dispatchers to attend training at the Academy.	Yes	Yes
17	37-001 - Definitions.	State	Regulation	Provides definitions for the regulations.	Yes	No
18	37-002 - Authority of Director	State	Regulation	Sets out the authority of the Director with regard to Orders issued pursuant to S.C. Code 23-23-100.	Yes	Yes
19	37-003 - Requirement of Good Character.	State	Regulation	Requires good character to be certified as a law enforcement officer. Provides for the availability of background information to future employers, the Academy, & the Council.	Yes	No
20	37-004- Certification.	State	Regulation	Sets out when certification of law enforcement officers occurs, that only one certification may be held at a time, and what level of certification is required.	Yes	Yes
21	37-005 - Training Requirements for Basic Law Enforcement Certification.	State	Regulation	Sets out the different certification levels and who should hold what certification level.	Yes	No
22	37-006 - Equivalent Training.	State	Regulation	Sets out what prior training can be considered in exempting a candidate from basic training. Also, outlines when retraining is required based on break-in-service rules.	Yes	Yes
23	37-007 -Application for Re-issuance of Certification.	State	Regulation	Sets up how an agency applies for re-issuance of certification for law enforcement officers.	Yes	Yes
24	37-008 - Approval of Continuing Law Enforcement Education Hours for Re-certification Requirements.	State	Regulation	Outlines how an agency can get a course approved for continuing education hours.	Yes	Yes
25	37-009 - Application for Re-Certification.	State	Regulation	Sets out reporting of continuing education requirements met for purposes of recertification (recertification for another 3 years).	Yes	No
26	37-010 - Continuing Law Enforcement Education Requirements for Re-certification.	State	Regulation	Outlines requirements for the continuing education requirements for each certification level.	Yes	Yes
27	37-011 - Extension for Certification Renewal Dates.	State	Regulation	Outlines the requirements to get a 3 year certification extended.	Yes	Yes

28	37-012 - Speed Measurement Device Operator.	State	Regulation	Outlines qualifications & certification of Traffic Radar Operators.	Yes	Yes
29	37-013 - Definitions for R.37-015 and R.37-016.	State	Regulation	Provides definitions for the regulations.	Yes	No
30	37-014 - Law Enforcement Emergency Vehicle Training Requirement.	State	Regulation	Sets out which agencies must conduct emergency vehicle training.	Yes	Yes
31	37-015 - Law Enforcement Emergency Vehicle Training Programs.	State	Regulation	Sets out the different levels fo emergency vehicle training and the requirements of each level of training.	Yes	Yes
32	37-016 - Notification of Training Compliance.	State	Regulation	Outlines how notification of emergency vehicle training to the Academy shall take place.	Yes	No
33	37-017 - Continuing Training Requirement.	State	Regulation	Sets out how often emergency vehicle training shall take place.	Yes	No
34	37-018 - Approval of Training Programs.	State	Regulation	Outlines process for getting emergency vehicle training approved for continuing education credit hours.	Yes	Yes
35	37-019 - Equivalent Law Enforcement Emergency Vehicle Training.	State	Regulation	Outlines how an agency can get emergency vehicle training from other states, the federal government, or private training providers approved to comply with these regulations.	Yes	Yes
36	37-020 - Effect of Failure to Comply.	State	Regulation	Oulines the effect of failure to comply with the requirements of emergency vehicle training.	Yes	Yes
37	37-021 - Firearms Qualification Requirement.	State	Regulation	Sets out the firearms qualification requirement.	Yes	No
38	37-022 - Separation from Law Enforcement Employment.	State	Regulation	Outlines the documentation required to be filed when an officer separates from an agency, when the officer needs to be notified of that filing, and the penalty for failing to report that separation.	Yes	Yes
39	37-023 - Reporting of Events Requiring Withdrawal of Certification.	State	Regulation	Outlines the reporting requirements of an agency when an officer commits an offense that may require the withdraw of certification under S.C. Reg. 38-016 & the penalty for failing to report.	Yes	Yes
40	37-024 - Investigation of Events Requiring Withdrawal of Certification; Notification to Officer.	State	Regulation	Outlines when an investigation into alleged misconduct shall occur and the process for notification regarding such an investigations initiation and conclusion.	Yes	Yes
41	37-025 - Denial of Certification for Misconduct.	State	Regulation	Outlines that the Council may deny certification to a law enforcement officer candidate if they have committed misconduct. Defines misconduct.	Yes	Yes
42	37-026 - Withdrawal of Certification of Law Enforcement Officers.	State	Regulation	Outlines that the Council may withdraw certification to a law enforcement officer if they have committed misconduct or have other issues. Defines misconduct.	Yes	Yes

43	37-027 - Notification of Withdrawal of Certification.	State	Regulation	Outlines when and how notification regarding withdraw of certification shall occur.	Yes	Yes
44	37-028 - Notification of Denial of Certification.	State	Regulation	Outlines how notification of a denial of certification is made.	Yes	Yes
45	37-029 - Confidentiality of Notification.	State	Regulation	Outlines that notification sent pursuant to S.C. Reg. 38-020 shall be confidential.	Yes	No
46	37-030 - Reserve Police Officer.	State	Regulation	Outlines requirements for Reserve Officers.	Yes	Yes
47	37-060 - Definitions.	State	Regulation	Provides definitions for the regulations.	Yes	No
48	37-062 - Training to Take Place within One Year of Hire.	State	Regulation	Requires telecommunication operators and/or dispatchers to attend training within one year of hire, except in certain circumstances.	Yes	Yes
49	37-063 - Requirement of Good Character.	State	Regulation	Requires good character to be certified as a telecommunication operator and/or dispatchers. Provides for the availability of background information to future employers, the Academy, & the Council.	Yes	No
50	37-064 - Minimum Requirements for E-911 Operator Enrollment in Training.	State	Regulation	Outlines the minimum requirements to train as a telecommunications operator and/or dispatcher.	Yes	No
51	37-065 - Certification.	State	Regulation	Certification occurs upon successful completion of training.	Yes	Yes
52	37-066 - Training Requirements for Certification.	State	Regulation	Outlines the training requirements prior to certification being issue and the requirments for re-issuance of certification.	Yes	Yes
53	37-067 - Break in Service after Certification.	State	Regulation	Outlines requirements to be re-certified after a break-in-service.	Yes	Yes
54	37-068 - Application for Issuance or Re-issuance of Certification.	State	Regulation	Sets up how an agency applies for re-issuance of certification for telecommunication operators and/or dispatchers & cases in which that recertification cannot be re-issued.	Yes	Yes
55	37-069 - Cost of Training.	State	Regulation	Outlines how cost of training shall be paid to the Academy.	Yes	Yes
56	37-070 - Separation from Employment.	State	Regulation	Outlines requirements to report separations from the agency.	Yes	No
57	37-100 - Suspension of Certification Due to Criminal Charges and/or Indictment	State	Regulation	Allows for temporary suspension of Certification	Yes	Yes

58	37-101 - Request for Contested Case Hearing.	State	Regulation	Outlines when and how contested case hearings are requested.	Yes	Yes
59	37-102 - Failure to Request Contested Case Hearing.	State	Regulation	Outlines the consequences of failing to request a contested case hearing.	Yes	Yes
60	37-103 - Prosecution and Docketing.	State	Regulation	Outlines the prosecution and docketing of contested case hearings.	Yes	Yes
61	37-104 - Discovery.	State	Regulation	Allows for Discovery to be conducted prior to contested case hearings.	Yes	No
62	37-105 - Contested Case Hearing.	State	Regulation	Outlines the procedure of a contested case hearing.	Yes	Yes
63	37-106 - Failure to Appear at the Contested Case Hearing.	State	Regulation	Outlines the consequences of failing to appear at a contested case hearing.	Yes	Yes
64	37-107 - Final Decision by Law Enforcement Training Council.	State	Regulation	Outlines how Final Agency Decisions should be formatted and decided.	Yes	Yes
65	37-108 - Sanctions.	State	Regulation	Provides for various sanctions to be included in Final Agency Decisions.	Yes	Yes
66	37-109 - Recusal of Council Members.	State	Regulation	Requires recusal of certain Council Members.	Yes	No
67	37-110 - Right to be Represented by Counsel.	State	Regulation	Allows the parties be represented by Counsel.	Yes	No
68	37-112 - Reporting to the National Decertification Index.	State	Regulation	Requires individuals be reported to the National Decertification Index upon the exhaustion of all appeals.	Yes	Yes
69	64.1 (LETG: CJA-Federal, Other Flow Through Funds) 2015-16 Appropriations Act. Part 1B	State	Proviso	Allows carry over to complete projects.	Yes	Yes
70	64.2. (LETG: CJA-Retention of Emergency Expenditure Refunds) 2015-16 Appropriations Act. Part 1B	State	Proviso	Allows collection, expending, retaining, and carrying forward fo funds received for reimbursement for personnel & equipment expended due to an emergency.	Yes	Yes
71	6-11-340 - Protection of special purpose district facilities; public safety departments; appointment and training of public safety officers.	State	Statute	Allows special purposes districts to have law enforcement officers and send them for training at the Academy. The Academy is allowed to charge a fee for this training.	Yes	Yes
72	14-1-206 - Additional assessment, general sessions or family court; remittance; disposition; annual audits.	State	Statute	Funding mechanism for the Academy.	Yes	Yes

73	14-1-207 - Additional assessment, magistrate's court; remittance; disposition; annual audits.	State	Statute	Funding mechanism for the Academy.	Yes	Yes
74	14-1-208 - Additional assessment, municipal court; remittance; disposition; annual audits.	State	Statute	Funding mechanism for the Academy.	Yes	Yes
75	14-1-240 - Surcharge on certain misdemeanor traffic offenses or nontraffic violations to fund training at South Carolina Criminal Justice Academy.	State	Statute	Funding mechanism for the Academy. Currently, set to sunset in June 2016.	Yes	Yes
76	23-3-65 - South Carolina Law Enforcement Assistance Program to provide counseling services and other support services.	State	Statute	Requires the Academy to develop a course of training for critical incident stress debriefing and peer support team.	Yes	Yes
77	23-3-540 - Electronic monitoring; reporting damage to or removing monitoring device; penalty.	State	Statute	Allows the Academy to provide training to officers of PPP regarding utilization of active electronic monitoring devices.	Yes	Yes
78	23-4-110 - Creation of committee; members and officers.	State	Statute	Places the Director of the Academy on the Governor's Committee on Criminal Justice, Crime & Delinquency.	Yes	No
79	23-11-110 - Qualifications.	State	Statute	Outlines the qualifications to be Sheriff.	Yes	Yes
80	23-28-30 - Training course; subjects of study.	State	Statute	Outlines training requirements for Reserve Police Officers.	Yes	Yes
81	23-28-60 - Additional requirements; identification cards.	State	Statute	Allows the Academy to issue identification cards for Reserve Police Officers.	Yes	Yes
82	23-28-80 - Additional training for reserve officers desiring to become full-time officers.	State	Statute	Outlines training requirements for a Reserve Police Officer to become a regular law enforcement officer.	Yes	No
83	24-5-320 - Pre-service training; comprehensive test.	State	Statute	Outlines requirements for Reserve Detention Officers.	Yes	No
84	24-5-360 - Additional training to become full-time jailer or detention officer.	State	Statute	Outlines training requirements for a Reserve Detention Officer to become a regular detention officer.	Yes	No
85	40-18-30 - Powers and duties of South Carolina Law Enforcement Division (SLED).	State	Statute	To advise and consent with SLED regarding the curriculum, training, and certification of security guards.	Yes	Yes
86	43-35-310 - Council Created; membership; filling vacancies.	State	Statute	Places the Director of the Academy or his designee on the Adult Protection Coordinating Council.	Yes	No
87	43-35-560 - Vulnerable Adults Fatalities Review Committee; members; terms; meetings; administrative support.	State	Statute	Places the Director of the Academy on the Vulnerable Adults Fatalities Review Committee.	Yes	No

88	56-5-760 - Operation of authorized emergency vehicles.	State	Statute	Requires the Academy to promulgate regulations regarding guidelines and training for emergency vehicles.	Yes	Yes
89	59-116-110 - Training of campus police officers.	State	Statute	Requires the Academy to provide training to Campus Police Officers. Allows the Academy to charge for this training.	Yes	Yes
90	63-11-1930 - Committee established.	State	Statute	Place the Director of the Academy on the Child Fatality Advisory Committee.	Yes	No
91	63-17-1020 - Definitions.	State	Statute	Requires the Academy deny or withdraw certifications in certain situations involving failure to pay child support.	Yes	No
92	63-19-390 - Peace Officer and Constables.	State	Statute	Allows law enforcement officers of DJJ to receive training at the Academy.	Yes	Yes
93	23-28-40 - Manner in which training provided; in-service training.	State	Statute	Requires the Academy to approve Reserve Officer training.	Yes	Yes
94	23-28-90 - Former full-time officer becoming member of reserve.	State	Statute	Allows regular law enforcement to officers to switch to a reserve officer position with the concurrence of the Academy.	Yes	No
95	59-116-40 - Qualifications for employment as campus police officer.	State	Statute	Outlines requirements to be a Campus Police Officer.	Yes	Yes
96	17-5-130 - Coroner qualifications; affidavits of candidates; training; exemptions; Coroners Training Advisory Committee; Expenses.	State	Statute	Requires the Director of the Academy to appoint members of the Coroner's Training Advisory Committee.	Yes	Yes
97	17-5-115 - Deputy coroners; training and law enforcement status.	State	Statute	Allows deputy coroners to attend training at the Academy & be certified as Class 3 law enforcement officers.	Yes	Yes

Agency Name: **South Carolina Law Enforcement Training Council**

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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>
I. Administration - Administration	Direct Agency	Provides guidance and direction for Agency	General Public	All segments of the public
I. Administration - Facilities	Maintain facilities	Maintain a safe, secure and functional environment	Executive Branch/State Agencies	
I. Administration - Food Service	Food preparation	Provides meals for students & staff	Local Govts.	
I. Administration - Standards & Testing	Administers academic standards	Determines academic progress through testing	Local Govts.	
I. Administration - Certification	Tracks and updates officer records	Maintains updated and accurate officer records	Local Govts.	
II. Training - Housing	Temporary Housing	Provides housing for resident students	Local Govts.	
II. Training - Basic Law Enforcement	Trains law enforcement officer for Class 1 certification	Instruction & Training	Executive Branch/State Agencies	
II. Training - Basic Law Enforcement	Trains law enforcement officer for Class 1 certification	Instruction & Training	Legislative Branch	
II. Training - Basic Law Enforcement	Trains law enforcement officer for Class 1 certification	Instruction & Training	Judicial Branch	
II. Training - Basic Law Enforcement	Trains law enforcement officer for Class 1 certification	Instruction & Training	Local Govts.	
II. Training - Basic Law Enforcement	Trains law enforcement officer for Class 1 certification	Instruction & Training	School Districts	
II. Training - Basic Law Enforcement	Trains law enforcement officer for Class 1 certification	Instruction & Training	General Public	All segments of the public
II. Training - Basic Detention	Trains officers to become Class 2 Local Detention Officers	Instruction & Training	Executive Branch/State Agencies	
II. Training - Basic Detention	Trains officers to become Class 2 Local Detention Officers	Instruction & Training	Local Govts.	
II. Training - Basic Detention	Trains officers to become Class 2 Local Detention Officers	Instruction & Training	General Public	
II. Training - Limited Duty	Trains officers that have special duties and limited power	Instruction & Training	Judicial Branch	
II. Training - Limited Duty	Trains officers that have special duties and limited power	Instruction & Training	Local Govts.	
II. Training - Limited Duty	Trains officers that have special duties and limited power	Instruction & Training	General Public	All segments of the public
II. Training - Basic Telecommunication Officer	Trains employees who work with E-911 telecommunications	Instruction & Training	Executive Branch/State Agencies	
II. Training - Basic Telecommunication Officer	Trains employees who work with E-911 telecommunications	Instruction & Training	Local Govts.	
II. Training - Basic Telecommunication Officer	Trains employees who work with E-911 telecommunications	Instruction & Training	General Public	All segments of the public
II. Training - Advanced Training Program	Trains officers in specialized fields to enhance knowledge, skills and abilities	Instruction & Training	Executive Branch/State Agencies	
II. Training - Advanced Training Program	Trains officers in specialized fields to enhance knowledge, skills and abilities	Instruction & Training	Legislative Branch	

Agency Name: **South Carolina Law Enforcement Training Council**

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Agency Code: **N20** Section: **064**

Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
SC Solicitor's Offices	Local Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Police Departments	Local Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Sheriffs Departments	Local Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Detention Centers	Local Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC University Public Safety Depts	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
S.L.E.D.	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Attorney General's Office	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Department of Public Safety	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2

SC Department of Revenue	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Dept. of Corrections	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Dept. of Mental Health	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Dept. of Natural Resources	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC DHEC	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Forestry Commission	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Probation, Parole & Pardon Services	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Public Service Authority LE Div	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2
SC Senate Sergeant at Arms	State Government	Utilize employees as guest instructors on driving range, firearms range use in analyzing students in practical problem exercises	2.1.2, 2.1.3, 2.2.1, 2.2.2

SC State Ethics Commission

State Government

Utilize employees as guest instructors on driving range,
firearms range use in analyzing students in practical problem
exercises 2.1.2, 2.1.3, 2.2.1, 2.2.2

SC State Ports Authority Police Dept

State Government

Utilize employees as guest instructors on driving range,
firearms range use in analyzing students in practical problem
exercises 2.1.2, 2.1.3, 2.2.1, 2.2.2

Agency Name: **South Carolina Law Enforcement Training Council**

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Agency Code: **N20** Section: **064**

Report Template

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	CAFR	Comptroller General	State	Annually	9/1/2016	Provide annual financial information to CG	CG's website
2	Accountability Report	Department of Administration	State	Annually	9/15/2017	Agency's Performance Review	Agency website
3	Annual Request for Information	Legislative Oversight Committee	State	Annually	9/15/2017	Provide annual updated information to the House Legislative Oversight Committee	House Oversight Committee website
4	Federal Project Review	Department of Administration	State	Annually	1/1/2016	Financial information on each project	Paper
5	Grant Activity Report	Comptroller General	State	Annually	9/1/2017	Grant Revenue & Expenditure	Paper
6	SEFA	State Auditor's Office	State	Annually	8/1/2017	Grant Revenue & Expenditure	Paper
7	Minority Business Utilization Plan	Office of Small & Minority Business Assistance	State	Annually	7/1/2017	Sales to Minority Businesses	Paper

