

<b>AGENCY NAME:</b>	South Carolina Law Enforcement Division		
<b>AGENCY CODE:</b>	D10	<b>SECTION:</b>	062



## Fiscal Year 2013-14 Accountability Report

### SUBMISSION FORM

<b>AGENCY MISSION</b>	The primary mission of SLED is to provide quality manpower and technical assistance to all law enforcement agencies and to conduct professional investigations on behalf of the State, for the purpose of solving crime and promoting public order in South Carolina.
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Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
<b>PRIMARY CONTACT:</b>	Kristen Lyttleton	803-896-6292	klyttleton@sled.sc.gov
<b>SECONDARY CONTACT:</b>			

I have reviewed and approved the enclosed FY 2013-14 Accountability Report, which is complete and accurate to the extent of my knowledge.

<b>AGENCY DIRECTOR (SIGN/DATE):</b>	
<b>(TYPE/PRINT NAME):</b>	Mark A. Keel, Chief

<b>BOARD/CMSN CHAIR (SIGN/DATE):</b>	
<b>(TYPE/PRINT NAME):</b>	

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## **AGENCY’S DISCUSSION AND ANALYSIS**

### **Accomplishments:**

During FY 2013-2014, SLED continued to maintain compliance with the Commission on Accreditation for Law Enforcement Agencies (CALEA) standards in preparation for re-accreditation in 2016. The Forensics Laboratory also successfully retained the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) accreditation in 2014 and is currently in preparation to obtain accreditation as an International Organization of Standards (ISO) laboratory later this year (2.1).

Additional staffing in several units resulted in significant increases in productivity. Turnaround time in processing Concealed Weapons Permits (CWP) decreased from 90 days to 30-60 days (Performance Measure #3). The Alcohol Enforcement Unit received four additional agents and saw a fifteen percent increase in the number of Administrative Inspections performed during the year (Performance Measure #15). There will be 17 new agents brought into the Alcohol Enforcement Unit during the course of the next fiscal year. With this level of staffing, the number of inspections is expected to increase substantially during FY 2014-2015. The Child Fatality Unit received three additional agents and an Administrative Lieutenant which resulted in a thirty-five percent (35%) reduction in the number of backlogged cases.

The SLED Criminal Justice Information Services department (CJIS), along with the Fusion Center, is continually educating and training law enforcement agencies and personnel in the use of the Criminal Intelligence Management system (CrimeNtel), the South Carolina Information Exchange (SCIEx) (3.1.5) and SCGangNet. The result of this training is an increase in the number of users actively contributing to these systems (Performance Measure #10 and #11). The SLED Fusion Center maintained a one hundred percent (100%) rating by the US Department of Homeland Security (Performance Measure #9).

The SLED Arson Unit maintained a thirty percent (30%) arrest rate in cases that were determined to be arson related (Performance Measure #12). This is more than double the national average, which currently is fourteen percent (14%).

The Forensics Laboratory has several innovative ideas in place for FY 2014-2015, such as “Walk-in Wednesday”, to increase customer service levels (2.2.1). The Walk-in Wednesday program allows customers to bring in specimens they want only entered into the Integrated Ballistics Identification System while they wait. The system is a database of firearms managed by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). This process will allow more data to be entered into the program in a timely manner.

On August 1, 2013, a new law mandating Probate and Circuit Courts to provide court ordered mental health adjudications to SLED for submission into the Federal Bureau of Investigation National Instant Criminal Background Check System (FBI NICS) was implemented. As a result, a new section within the

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SLED Regulatory Unit was up fitted to enter all prohibiting records into the NICS Index (1.3.3). During FY 2013-2014 there were approximately 48,000 mental health adjudication entries into the NICS Index (Performance Measure #4). During this time 130 CWP revocations, 29 CWP denials, 132 in-state firearm denials and 20 out-of-state firearm sale denials related to mental health adjudications were issued (Performance Measures #5 and #6).

**Challenges:**

One of the greatest challenges SLED will face in FY 2014-2015 will be securing funding to accomplish Agency objectives. This includes funding to replace twenty percent (20%) of our vehicle fleet (1.1.5) and twenty five percent (25%) of our technology equipment (3.2.5). A continuing challenge is the recruitment of qualified law enforcement officers and forensic personnel who meet SLED requirements, standards and background checks to ensure stability in services.

In FY 2013-2014, the Forensic Laboratory set a goal to achieve an evidence submission wait time of 10 minutes. The wait time at the end of FY 2013-2014 was 12 minutes (Performance Measure #8). There were unforeseen factors which led to the goal of a 10 minute wait time not being met. Two fully-trained Evidence Control employees and one part-time employee separated from employment during this period. However, achieving a wait time of 12 minutes with the reduction in staff shows a respectable effort and dedication from the current Evidence Control staff. These positions are currently in the interview process; however additional challenges have come from potential candidates not passing all levels of the SLED hiring process. The Forensics Laboratory is also challenged with acquiring funding for specialized training and certification opportunities for Latent Prints, Crime Scene and Toxicology (2.3.1 and 2.3.2).

As previously stated, the agency’s primary goal is to provide investigative, technical and tactical law enforcement resources to all areas of South Carolina. SLED continues to provide these services and assistance to law enforcement agencies throughout South Carolina when requested. These services are provided to local, state and federal entities throughout the state at no cost, allowing the request for critical services to be first and foremost.

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Program Template

Program/Title	Purpose	FY 2012-13 Expenditures				FY 2013-14 Expenditures				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration	Provide timely, efficient, and quality administrative support to internal and external customers.	\$ 1,829,146	\$ 1,523,328	\$ (14,820)	\$ 3,337,653	\$ 2,166,391	\$ 679,748	\$ -	\$ 2,846,140	1.1.1, 1.1.4, 1.1.5
II.A. Investigative Services	Conduct professional investigations for the purpose of solving crime and promoting public order within several specialized areas, to include: Behavioral Science, Special Victims Unit, State Grand Jury, Narcotics/Alcohol Enforcement, Computer Crimes, Vehicle Crimes, Forensic Art, Insurance Fraud, and Case Files.	\$ 8,005,529	\$ 844,990	\$ 315,496	\$ 9,166,015	\$ 9,635,227	\$ 1,406,438	\$ 325,456	\$ 11,367,121	1.1.1, 1.1.2, 1.1.3, 1.2.7
II.B. Forensic Services	Provide timely, efficient, and quality technical forensic examination and expert witness testimony for local, state, and federal law enforcement and prosecutorial entities.	\$ 5,481,317	\$ 979,276	\$ 1,903,382	\$ 8,363,976	\$ 5,009,287	\$ 2,396,888	\$ 2,185,238	\$ 9,591,413	2.1.1, 2.1.2, 2.2.1, 2.2.2, 2.3.1, 2.3.2
II.C. Data Center	Provide modern, up-to-date infrastructure, software and applications in a secure manner to support SLED's primary functional areas.	\$ 2,188,533	\$ 3,848,842	\$ 196,502	\$ 6,233,877	\$ 3,882,673	\$ 3,257,392	\$ 11,266	\$ 7,151,331	1.1.3, 1.3.1, 1.3.2, 1.3.3, 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.2.1, 3.2.2, 3.2.3, 3.2.4, 3.2.5
II.D. Regulatory	Provide timely, efficient, and quality customer services for concealed weapon permits, private security licenses, private investigative licenses, and constable commissions.	\$ 1,310,639	\$ 1,604,702	\$ -	\$ 2,915,341	\$ 915,794	\$ 2,223,772	\$ 73,369	\$ 3,212,936	1.3.1, 1.3.2, 1.3.3
II.E. Homeland Security	Homeland Security Grant Program responsible for distributing federal grant funds to local and state first responders and law enforcement entities.	\$ 3,774,714	\$ 820,744	\$ 35,836,696	\$ 40,432,154	\$ 129,500	\$ 25,510	\$ 11,878,459	\$ 12,033,469	1.2.9
II.F. Special Operations	Provide quality manpower and technical assistance to all law enforcement agencies to include SWAT, Tactical Operations, Aviation Support, and Tracking assistance.	\$ 1,188,822	\$ 2,575,739	\$ 143,906	\$ 3,908,467	\$ -	\$ (36,493)	\$ -	\$ (36,493)	1.2.6
II.G. CJIS/Fusion Center	Coordinates criminal justice information sharing and intelligence gathering and analysis with state and federal agencies. Provides timely support and information regarding missing persons and Amber Alerts. Processes civil and criminal fingerprint cards, dispositions, and expungements.	\$ -	\$ -	\$ -	\$ -	\$ 3,328,420	\$ 3,217,359	\$ 972,790	\$ 7,518,569	3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6, 3.2.1, 3.2.2, 3.2.3, 3.2.4
II.H. Counter-Terrorism	Supports the South Carolina Counter-Terrorism initiative through planning, research and development of strategy, and coordination of programs to include: Protective Svcs/Emergency Mgmt., Tactical Ops (SWAT), Training, Aviation, Bomb Squad, and the Arson Investigation Unit.	\$ -	\$ -	\$ -	\$ -	\$ 4,754,094	\$ 2,105,865	\$ 599,745	\$ 7,459,704	1.2.1, 1.2.2, 1.2.3, 1.2.4, 1.2.5, 1.2.6, 1.2.7, 1.2.8
III.C. State Employer Contributions	Provide state employee fringe benefits.	\$ 6,866,590	\$ 584,744	\$ 340,767	\$ 7,792,101	\$ 8,070,507	\$ 1,164,128	\$ 344,254	\$ 9,578,889	

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Program Template

Program/Title	Purpose	<u>FY 2012-13 Expenditures</u>				<u>FY 2013-14 Expenditures</u>				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
All Other Items	Special Line Items: ARRA Stabilization funds, DNA Database, Breath testing Site Video, Implied Consent, Amber Alert, Agent Operations, and FY14 Meth Lab Clean Up. Non-Recurring Funds: FY13 Meth Lab Clean Up, Law Enforcement Equipment, CJIS/IT Equipment, Forensic Equipment, New Personnel Equipment, and Vehicles. SCEIS loan repayments and capital project expenditures.	\$ 5,169,181	\$ 964,811	\$ 26,983	\$ 6,160,975	\$ 7,534,761	\$ 228,816	\$ -	\$ 7,763,577	3.2.5

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Strategic Planning Template

Type	Item #			Description
	Goal	Strat	Object	
G	1			Provide Law Enforcement Agencies with quality manpower and technical assistance for the purpose of solving crime and promoting public order
S		1.1		Conduct quality investigations of criminal activity
O			1.1.1	Recruit additional investigative agents to provide maximum support and reduce case backlog
O			1.1.2	Participate in local, state, and federal law enforcement initiatives to identify and employ identified best practices
O			1.1.3	Procure state-of-the-art equipment, where practicable, to enhance services to law enforcement partners
O			1.1.4	Maintain certifications in law enforcement and specialized skills
O			1.1.5	Replace twenty percent of current vehicle fleet
S		1.2		Coordinate state counter-terrorism efforts
O			1.2.1	Assist local and county agencies with fire investigations
O			1.2.2	Coordinate with the FBI in establishing a national standard and certification for underwater hazardous devices countermeasures
O			1.2.3	Complete an initial draft of the SC Terrorism Prevention and Protection plan and WMD and Standard Operating Guidelines
O			1.2.4	Continue delivery and coordination of the Advanced Active Shooter Instructors Class
O			1.2.5	Provide and participate in explosive related training for bomb techs at the federal, state and local levels
O			1.2.6	Remain response ready for assistance by the Aviation Unit and SWAT Team as requested
O			1.2.7	Work with local law enforcement across the state on various security details such as Memorial Bike Week, Presidential visits and conferences
O			1.2.8	Coordinate with the SC Emergency Management Division on Hurricane plan, catastrophic event planning, terrorism operations plan and earthquake plan
O			1.2.9	Perform a 2014 Threat, Hazard and Risk Assessment (THIRA) of South Carolina
S		1.3		Improve Customer Service in Regulatory through user friendly technology, automation and wait time reduction
O			1.3.1	Automate the CWP application and renewal process
O			1.3.2	Automate the Security Company and Private Investigator application and renewal process
O			1.3.3	Maintain timely and accurate data in the NICS index on mental health adjudications for query by Federal Firearms license holders (FFL) and gun dealers, and also for revocation of CWPs
G	2			Operate a Premier Forensics Laboratory for local law enforcement agencies
S		2.1		Achieve International Organization of Standards (ISO) 17025 Accreditation under the new American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB)-International Program

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Type	Item #			Description
	Goal	Strat	Object	
O			2.1.1	Update Training, Procedural, Operating and Quality Control Manuals
O			2.1.2	Preparation for the successful completion of an on-site evaluation
S		2.2		<b>Evaluate processes to assist with backlog and turn-around time reduction to better meet the needs of our customers</b>
O			2.2.1	Improve customer service delivery through creative time-reduction strategies
O			2.2.2	Procure state-of-the-art technology to replace outdated forensic equipment
S		2.3		<b>Provide specialized training and certification opportunities for forensic personnel</b>
O			2.3.1	Obtain certification in specialized fields of investigation for Latent Prints and Crime Scene agents
O			2.3.2	Obtain professional certification for Forensic Toxicologists
G	3			<b>Operation of a central statewide criminal justice information system to support law enforcement</b>
S		3.1		<b>Maintain state-of-the-art technology in criminal justice information systems</b>
O			3.1.1	Upgrade Automated Fingerprint Identification System (AFIS)
O			3.1.2	Upgrade the Facial Recognition Criminal system
O			3.1.3	Upgrade SLED CATCH program for online criminal history payments
O			3.1.4	Establish the capability of the National Law Enforcement Telecommunication System (NLETS) to query against the OffenderWatch data
O			3.1.5	Promote increased SCIEx replication
O			3.1.6	Promote agencies to submit livescan images
S		3.2		<b>Maintain Criminal Justice Systems and Information Technology compliance with regulatory authorities</b>
O			3.2.1	Implement multi-factor identification for increased security
O			3.2.2	Successfully prepare the CJIS division and local law enforcement for the 2016 National Crime Information Center (NCIC) Audit
O			3.2.3	Deploy a FBI compliant NCIC web-based client for local law enforcement access
O			3.2.4	Conduct regional training classes on the SC Incident Based Reporting System (SCIBRS) requirements
O			3.2.5	Replace twenty five percent of technology equipment to comply with state security policy requirements

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Performance Measurement Template

Item	Performance Measure	Last Value	Current Value	Target Value	Time Applicable	Data Source and Availability	Reporting Freq.	Calculation Method	Associated Objective(s)
1	Maintain compliance with the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) and the Commission on Accreditation for Law Enforcement Agencies (CALEA) with the goal of achieving CALEA Advanced Re-Accreditation by March 2016	Successfully received in 2010 (ASCLD/LAB). Successfully received in March 2013 (CALEA).	Compliant	Retention in 2014 (ASCLD/LAB). Retention in 2016 (CALEA).	July 2014-June 2016	CALEA Assessment Report ASCLD/LAB Assessment Report	3 years	N/A	
2	Achieve accreditation under the new ASCLD/LAB International Program signifying international recognition as a premier forensic laboratory	Successful preparation for on-site assessment (July 2014)	Ongoing Preparation	Accreditation as an International Organization of Standards (ISO) in FY 2015	July 2014-June 2015	ASCLD/LAB ISO Assessment Report	Annually	N/A	
3	Turn around time in processing Concealed Weapons Permits (CWP)	90 days	30-60 days	30 days	July 2014-June 2015	CWP Database	Weekly		CWP Statistics sheet keeps track of actual turn around times for each application
4	Number of mental health adjudication entries into the National Instant Criminal Background Check System (NICS)	N/A	Approximately 48,000	Eliminate Backlog outlined in the statute (10 years) by 2015	July 2014-June 2015	NICS	Monthly		Number of entries that are input into the NICS
5	Number of CWP Revocations/Denials related to mental health adjudications	N/A	Revocations-130 Denials-29	N/A	July 2014-June 2015	CWP Database	Weekly		Number of revocations and denials issued
6	Number of Firearm Sale Denials related to mental health adjudications	N/A	In-State-132 Out-of-State-20	N/A	July 2014-June 2015	NICS	Monthly		Number of denials issued
7	Implement strategies to improve services, increase security, and maintain continuity of information	N/A	Completed IT Security Audit. Developed new multi-factor authentication processes	Implementation of multi-factor authentication	July 2014-June 2015	Statewide Security Policy	Annually		N/A
8	Forensic evidence submission wait time	N/A	12 minutes	10 minutes	July 2014-June 2015	Forensic Lab Statistics	Annually		Average of total wait time per number of evidence submissions
9	Rating of the Fusion Center by the US Department of Homeland Security	100%	100%	100%	July 2014-June 2015	US Homeland Security National Assessment Report	Annually		N/A
10	Number of agencies with access to the Criminal Intelligence Management system (CrimeNtel)	15	31	41	July 2014-June 2015	CJIS/Fusion Training Classes	Quarterly		Number of Training Classes Held
11	Number of users with access to the SCGangNet	N/A	1,113	1,233	July 2014-June 2015	CJIS/Fusion Training Classes	Bi-Monthly		Number of Training Classes Held



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Performance Measurement Template

Item	Performance Measure	Last Value	Current Value	Target Value	Time Applicable	Data Source and Availability	Reporting Freq.	Calculation Method	Associated Objective(s)
12	Arson arrest rate	30%	30%	>= 30%	July 2014-June 2015	Arson Statistics	Annually	When a case is determined to be Criminal(Arson): Total # of Arson cases arrests were made divided by Total # of Arson cases	
13	Radio Dispatch Console Upgrade	N/A	Successfully procured necessary equipment	Complete Upgrade	July 2014-June 2015	N/A	Annually	Date upgrade is complete	
14	Active Shooter Instructors Training Classes conducted	N/A	5	5-6	July 2014-June 2015	SLED Training Department	Annually	Number of Training Classes Held	
15	Number of Alcohol Administrative Inspections	8,237	9,694	15% Increase	July 2014-June 2015	SLED Investigative Services Department	Annually	Number of Administrative Inspections Conducted	
16	Number of Underage Alcohol Purchase Attempts	2,742	3,542	15% Increase	July 2014-June 2015	SLED Investigative Services Department	Annually	Number of Underage Alcohol Purchase Attempts made	