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August 31, 2016

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

Dear Director Smith:

The Law Enforcement and Criminal Justice Subcommittee appreciates the agency's partnership in the oversight process. As a follow up to the Monday, August 30, 2016, meeting and in preparation for the next meeting, scheduled for Tuesday, September 13, 2016, the subcommittee seeks additional information from the agency. Below is a list of the information the subcommittee is seeking. Please provide this information as soon as possible so the subcommittee may have time to review it prior to the meeting.

Staff Inspections

- Please provide copies of the most recent Staff Inspections for the Bureau of Protective Services, State Transport Police and Illegal Immigration Enforcement Unit.

Body Armor

- Please provide information on the agency's status regarding the creation of a regular replacement schedule for body armor.

Laptops and Technology

- Please provide information on the agency's status regarding the creation of a regular replacement schedule for laptops and other technology utilized by the agency.

Scheduling and Activities

- Please update the attached Excel chart by providing information in all the cells that are highlighted yellow. Also, please include the source of the data the agency is providing where it reads "INSERT SOURCE OF DATA" in the chart.

Hiring and Retention

- How many applications did the agency have, during the last three years, for each Highway Patrol class? Of those applications, please provide a chart which includes each stage of the application process and the number of applicants that were removed at each stage (e.g., automatic disqualifiers; mental exam; physical exam; etc.); number that made it to the oral review panel; number the oral review panel recommend to the Director; and number the Director ultimately approved.
- In regards to the number of applicants the Director cut after receiving the list from the oral review panel, please provide the reasons the individuals were cut. In providing this list, please only provide the reasons. If the Director cut multiple individuals for the same reason, please list the number of individuals cut next to that reason. In requesting this information the Subcommittee is not asking the agency to associate the reasons with the individual applicant, or with the Highway Patrol class for which the applicant was applying.
- Please provide a list of the materials the Oral Review Panel receives or has access to, prior to interviewing applicants.

Finances

- How much does the agency currently have in carry forward? To what ends does the agency have the carry forward budgeted? Please provide a breakdown of all purposes and associated amounts.
- Please provide the total cost of the new executive conference room; in calculating the total cost, please include a breakdown of the following:
 - Cost of supplies;
 - Cost of contractor labor;
 - Cost of internal maintenance employee time (based on number of hours and annual salary and benefits); and
 - Any other costs related to the construction
- Please provide a list of the data needed from various divisions/departments/offices/troops within the agency to properly allocate the agency's spending, and future budgets, to the agency's strategic plan.

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

Sincerely,

Signature Redacted

Kirkman Finlay III
Subcommittee Chair

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

Year	2012-13	Change from 2012-13 to 2013-14	2013-14	Change from 2013-14 to 2014-15	2014-15	Change from 2014-15 to 2015-16	2015-16	Change from 2012-13 to 2015-16
Highway Patrol Budget (INSERT SOURCE OF DATA)								
Total	\$67,412,382	11.54%	\$75,194,767	-2.74%	\$73,135,055	-100.00%		-100.00%
General Funds	\$39,921,822	6.98%	\$42,709,711	2.20%	\$43,649,999	-100.00%		-100.00%
Highway Patrol Employees (INSERT SOURCE OF DATA)								
Law Enforcement and Civilian	918	2.94%	945	-2.33%	923	-100.00%		-100.00%
Law Enforcement Only	756	2.12%	772	-1.30%	762	-100.00%		-100.00%
Warnings and Citations (INSERT SOURCE OF DATA)								
Total		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Warnings		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Citations		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Man Hours (INSERT SOURCE OF DATA)								
Warnings and Citations		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
<i>Insert Other Ways in Which Highway Patrol Time Spent (insert as many rows as needed)</i>		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
<i>Insert Other Ways in Which Highway Patrol Time Spent</i>		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
<i>Insert Special Events (insert as many rows as needed)</i>		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
<i>Insert Special Events</i>		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Collisions, Injuries and Fatalities (INSERT SOURCE OF DATA)								
Total Collisions (property damage only, non-fatal, and fatal)		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Injury Collisions		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Non-fatal injuries		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Fatal Collisions (# of collisions)		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Fatalities (# that died) Note: 2013 was a 31 year low for number of fatalities		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!
Roadway Miles (INSERT SOURCE OF DATA)								
Licensed Drivers (INSERT SOURCE OF DATA)		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!