Process Improvement Discussions

69. Does the agency have regular discussions (quarterly, annually, etc.) about ideas for how various technology could be utilized to improve efficiencies and effectiveness at the agency? If not, would the agency consider it? Yes, there are various methods in which ideas are presented on how technology can be used to make the agency more efficient. The Strategic Planning Committee meets regularly throughout the year and monitors the agency's progress toward achieving long term goals, some of which are technology-based. Also, staff may submit recommended technological/procedural changes to the Office of Professional Responsibility using the **Divisional Process**Improvement Request Form 1208 (attached) Procedures for Continuous Improvement.

In addition, the PPP TIB (Technology Investment Board) is responsible for reviewing, prioritizing, and approving all budget requests, agency projects, and technological expenditures in an effort to obtain maximum results. The Chief Information Officer also provides monthly updates to the Executive Management Team to enhance collaboration, discuss ongoing IT challenges, and address technological obstacles as it relates to the Agency's infrastructure.

South Carolina Department of Probation, Parole and Pardon Services Divisional Process Improvement Request

Division/Section/Office: Click here to enter text.
Requestor: Click here to enter text.
Date: Click here to enter a date.
Who should receive this request?
☐ Regional Program Administrator ☐ Audit ☐ Risk Management ☐ Quality Assurance
What are you requesting a review of? (Please indicate below)
Click here to enter text.
Factors Impacting Process Improvement: Click here to enter text.
Has this process been reviewed? ☐ Yes ☐ No
If yes, how far back?
If no, how often are you requesting this to be reviewed?
□Monthly □Quarterly □Annually □ Other: Click here to enter text. (Specify Frequency)
Strategic Plan (indicate goal, objective or strategy) Click here to enter text.
Special Interest (grant, legislative mandate, policy, etc.) Click here to enter text.
Signature of Requestor Date
<u>INTERNAL USE ONLY</u>
Received By: Date Received:
Date Responded: Date Plan of Action Created (if applicable):
Comments: Click here to enter text.
Action Completed By: Date Action Completed:

PLEASE RETURN COMPLETED FORM TO: OPR@ppp.sc.gov

Form OPR1208 Template (Revised 8-11-2020)