

**Comprehensive Strategic Plan Summary**

(Study Step 1: Agency Legal Directives, Plan and Resources; and Study Step 2: Performance)

<b>Agency Responding</b>	Commission on Prosecution Coordination
<b>Date of Submission</b>	April 6, 2018

<b>Mission:</b> The mission of the South Carolina Commission on Prosecution Coordination is to enhance the professionalism and effectiveness of South Carolina's Solicitors and their staff. We do this by providing legal education and publications, providing technical assistance, coordinating with other state, local, and federal agencies involved in the criminal justice system, providing administrative functions for the solicitors at the state level, as well as being a resource for the General Assembly on a range of issues. <b>Legal Basis:</b> S.C. Code Section 1-7-940	<b>2016-17</b>	
	Total # of FTEs available / Total # filled at start of year	Total amount Appropriated and Authorized to Spend
<b>Vision:</b> To enhance the ability of South Carolina's state prosecutors to seek justice. <b>Legal Basis:</b> S.C. Code Section 1-7-940, Rule 3.8, Comment 1, S.C. Rules of Professional Conduct (Rule 407, SCACR).	Available FTEs: 39 Filled FTEs: 37.625 Temp/Grant: 1	\$ 36,789,759

<b>Mission:</b> The mission of the South Carolina Commission on Prosecution Coordination is to enhance the professionalism and effectiveness of South Carolina's Solicitors and their staff. We do this by providing legal education and publications, providing technical assistance, coordinating with other state, local, and federal agencies involved in the criminal justice system, providing administrative functions for the solicitors at the state level, as well as being a resource for the General Assembly on a range of issues. <b>Legal Basis:</b> S.C. Code Section 1-7-940	<b>2017-18</b>	
	Total # of FTEs available / Total # filled at start of year	Total amount Appropriated and Authorized to Spend
<b>Vision:</b> To enhance the ability of South Carolina's state prosecutors to seek justice. <b>Legal Basis:</b> S.C. Code Section 1-7-940, Rule 3.8, Comment 1, S.C. Rules of Professional Conduct (Rule 407, SCACR).	Available FTEs: 39 Filled FTEs: 37.625 Temp/Grant: 1	\$ 36,808,856

Amount remaining
\$ 0

Amount remaining
\$ 0

2017-18 Comprehensive Strategic Plan Part and Description (e.g., Goal 1 - Insert Goal 1; Strategy 1.1 - Insert Strategy 1.1; Objective 1.1.1 - Insert Objective 1.1.1)	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer)	2016-17				2017-18				Associated Performance Measures	Associated Organizational Unit(s)	Responsible Employee Name & Time staff member has been responsible for the goal or objective	Does this person have input into the budget for this goal, strategy or objective?	Partner(s), by segment, the agency works with to achieve the objective (Federal Government; State Government; Local Government; Higher Education Institution; K-12 Education Institution; Private Business; Non-Profit Entity; Individual; or Other)
		# of FTE equivalents utilized	Amount Spent (including employee salaries/wages and benefits)	% of Total Available to Spend	Associated General Appropriations Act Program(s)	# of FTE equivalents planned to utilize	Amount budgeted (including employee salaries/wages and benefits)	% of Total Available to Budget	Associated General Appropriations Act Program(s)					
<b>Goal 1 - Protect the community by vigorously but fairly prosecuting those who violate the law (Note: All state funding provided for the Accomplishment of Goal 1 is received by the SCCPC as pass-through funds to the Solicitors' Offices, and the SCCPC has no control over how that money is spent. None of the 6 SCCPC FTEs spend time on this goal (it is accomplished by the Solicitors and their staff))</b>	Determined by each individual Circuit Solicitor	32 (1 Solicitor and Administrative Assistant in each Circuit authorized in state budget, Solicitor then hires additional staff)	\$35,771,567	97.23%	II. Offices of Circuit Solicitors, III. Employee Benefits	32 (1 Solicitor and Administrative Assistant in each Circuit authorized in state budget, Solicitor then hires additional staff)	\$29,856,497	81.15%	I. Administration; II. Offices of Circuit Solicitors, III. Employee Benefits	Determined and tracked by each individual Circuit Solicitor (none required in state law)	Determined by each individual Circuit Solicitor	Each individual Circuit Solicitor	Yes	Determined by each individual Circuit Solicitor
<b>Strategy 1.1 - Reduce the average time it takes to dispose of General Sessions cases.</b>	See Goal 1													
Objective 1.1.1 - Circuit Solicitors will continue to hire additional General Session prosecutors with the additional funding that was provided in the FY2016/17 budget and continued in the FY2017/18 budget.	See Goal 1						\$5,928,438	16.11%	II. Offices of Circuit Solicitors					
Objective 1.1.2 - Reduce the average time it takes to dispose of General Sessions cases.	See Goal 1													
Objective 1.1.3 - Reduce the number of cases that have been pending for over 541 days.	See Goal 1													
<b>Strategy 1.2 - Upgrade the 16 Circuit Solicitors' Offices Prosecution Case Management Systems, IT Storage and E-Discovery.</b>	See Goal 1													
Objective 1.2.1 - Enable each Circuit Solicitors' Office to have a secure, cloud based, Prosecution Case Management System, Data Storage and E-Discovery Platform	See Goal 1													
<b>Strategy 1.3 - Eliminate the practice of law enforcement officers prosecuting their own cases in Summary Court (Magistrates or Municipal Court)</b>	See Goal 1													
Objective 1.3.1 - Hire additional prosecutors with the additional funding that was provided in the FY16/17 and FY17/18 budget so that all Domestic Violence cases are handled by a prosecutor whether the cases are in General Sessions Court or Summary Court	See Goal 1													
<b>Goal 2 - Provide quality support services to the Offices of Solicitor.</b>														
<b>Strategy 2.1 - Provide administrative support to the Offices of Solicitor.</b>	Enable Circuit Solicitors and their staff to effectively and fairly administer justice, and to ensure the rights of crime victims are protected.													
Objective 2.1.1 - Provide human resources assistance to the 16 Solicitors and 16 administrative assistants (one in each of the Offices of Solicitor).	See Strategy 2.1	3	\$191,560	0.52%	I. Administration; III. Employee Benefits	3	\$193,093	0.52%	I. Administration; II. Offices of Circuit Solicitors, III. Employee Benefits	None	Executive Director Administrative Assistant Pre-Trial Intervention Coordinator	David M. Ross (responsible for more than 3 years) Tina Thompson (responsible for more than 3 years)	Yes	Attorney General; Criminal Justice Academy; Judicial Department; SLED; Commission on Indigent Defense; Department of Public Safety; Department of Juvenile Justice; Department of Mental Health; Law Enforcement agencies; county and local governments
Objective 2.1.2 - Provide State budget support for the Offices of Solicitor.	See Strategy 2.1											Ellen Dubois (responsible less than 3 years)		
Objective 2.1.3 - Coordinate administrative functions of the diversion programs of the Offices of Solicitor.	See Strategy 2.1													
<b>Strategy 2.2 - Enhance the professionalism and effectiveness of South Carolina's Solicitors and their staff.</b>	Enable Circuit Solicitors and their staff to effectively and fairly administer justice, and to ensure the rights of crime victims are protected.													
Objective 2.2.1 - Conduct regular training for prosecutors and staff on a wide variety of topics.	See Strategy 2.2	4	\$490,368	1.33%	I. Administration; III. Employee Benefits	4	\$493,584	1.34%	I. Administration; II. Offices of Circuit Solicitors, III. Employee Benefits	Number of Trainings Held Number of Persons Trained Continuing Education Hours Provided	Executive Director Education Coordinator/Senior Staff Attorney Staff Attorney Traffic Safety Resource Prosecutor	David M. Ross (responsible for more than 3 years) Amie Clifford (responsible for more than 3 years) Mark Rapoport (responsible for more than 3 years)	Yes	See Strategy 2.1.
Objective 2.2.2 - Provide technical assistance to prosecutors and staff.	See Strategy 2.2													
Objective 2.2.3 - Provide timely legislative updates.	See Strategy 2.2													
Objective 2.2.4 - Provide regular case law updates.	See Strategy 2.2													
<b>Strategy 2.3 - Work with SLED to write a new computer program that will modernize the Pre-Trial Intervention Database as well as add additional Diversion Databases.</b>	Enable Circuit Solicitors and their staff to effectively and fairly administer justice, and to ensure the rights of crime victims are protected.													
Objective 2.3.1 - Complete the final stage of writing the computer program.	See Strategy 2.3	1	\$215,169	0.58%	I. Administration; III. Employee Benefits	4	\$215,204	0.58%	I. Administration; II. Offices of Circuit Solicitors, III. Employee Benefits	None	Executive Director	David M. Ross (responsible for more than 3 years)	Yes	See Strategy 2.1.
Objective 2.3.2 - Have users test the new Databases once they are built and resolve any unforeseen issues.	See Strategy 2.3													
Objective 2.3.3 - Migrate existing data into the new Database.	See Strategy 2.3													

**Comprehensive Strategic Plan Summary**  
(Study Step 1: Agency Legal Directives, Plan and Resources; and Study Step 2: Performance)

2017-18 Comprehensive Strategic Plan Part and Description (e.g., Goal 1 - Insert Goal 1; Strategy 1.1 - Insert Strategy 1.1; Objective 1.1.1 - Insert Objective 1.1.1)	Intended Public Benefit/Outcome: (Ex. Outcome = incidents decrease and public perceives that the road is safer)	2016-17			2017-18			Associated General Appropriations Act Program(s)	Associated Performance Measures	Associated Organizational Unit(s)	Responsible Employee Name & Time staff member has been responsible for the goal or objective	Does this person have input into the budget for this goal, strategy or objective?	Partner(s), by segment, the agency works with to achieve the objective (Federal Government; State Government; Local Government; Higher Education Institution; K-12 Education Institution; Private Business; Non-Profit Entity; Individual; or Other)
		# of FTE equivalents utilized	Amount Spent (including employee salaries/wages and benefits)	% of Total Available to Spend	# of FTE equivalents planned to utilize	Amount budgeted (including employee salaries/wages and benefits)	% of Total Available to Budget						
<b>Goal 3 - Operate in an effective and efficient manner to enable staff to accomplish the mission of the agency.</b>													
<b>Strategy 3.1 - Enable staff to perform job duties.</b>													
Objective 3.1.1 - Obtain sufficient funding for agency to operate.	Enable the SCCPC to assist the Circuit Solicitors so they are able to effectively perform their duties set forth in Goal 2	2	\$37,792	0.10%	2	\$38,002	0.10%	I. Administration; II. Offices of Circuit Solicitors, III. Employee Benefits	None	Executive Director Administrative Assistant	David M. Ross (responsible for more than 3 years) Tina Thompson (responsible for more than 3 years)	Yes	See Strategy 2.1.
Objective 3.1.2 - Provide administrative services.	See Strategy 3.1												
Objective 3.1.3 - Provide sufficient resources for staff.	See Strategy 3.1												
<b>Strategy 3.2 - Respond to inquiries and requests for assistance from the public (persons other than those covered by Goal 2).</b>													
Objective 3.2.1 - Timely and efficiently respond to requests from members of the public for documents (including subpoenas and Freedom of Information Requests).	Assisting the public										David M. Ross (responsible for more than 3 years)		
Objective 3.2.2 - Timely and efficiently respond to inquiries and requests for assistance from the General Assembly.	Government accountability and openness										Amie Clifford (responsible for more than 3 years)		
Objective 3.2.3 - Timely and efficiently respond to inquiries and requests for assistance from state, county, and local government agencies.	Enable requesting agency/party to effectively fulfill duties to serve the public	4	\$83,303	0.23%	4	\$84,038	0.23%	I. Administration; II. Offices of Circuit Solicitors, III. Employee Benefits	None	Executive Director Education Coordinator/Senior Staff Attorney Staff Attorney Traffic Safety Resource Prosecutor	Mark Rapoport (responsible for more than 3 years) Mattison Gamble (responsible for more than 3 years)	Yes	See Strategy 2.1.
Objective 3.2.4 - Timely and efficiently respond to inquiries and requests for assistance from criminal justice-related non-governmental entities.	Enable requesting agency/party to effectively fulfill duties to serve the public												
<b>Spent/Transferred NOT toward Agency's Comprehensive Strategic Plan</b>			\$0	0.00%		\$0	0.00%						