

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

Fiscal Year 2018–2019 Accountability Report

SUBMISSION FORM

AGENCY MISSION

The mission of the South Carolina Commission on Prosecution Coordination (SCCPC) is to improve South Carolina’s Criminal Justice System and enhance the professionalism, effectiveness and efficiency of South Carolina’s Circuit Solicitors and their staff by providing training, continuing education programs, administrative and programmatic support, and technical legal assistance for the Offices of Solicitor; by collecting, analyzing and distributing meaningful criminal justice data; and by collaborating with and assisting the General Assembly as well as federal, state and local criminal justice partners.

The SCCPC was created in 1990 to develop, coordinate and provide training, resources, and support services for the state’s sixteen Circuit Solicitors and their staff, and to promote fair, just and uniform administration of justice in the prosecution of criminal cases. The SCCPC is governed by Sections 1-7-910 through 1-7-1000 of the South Carolina Code of Laws. The Commission’s membership is composed of the Chairmen of the Senate and House Judiciary Committees or their legislative designees, the Chief of the South Carolina Law Enforcement Division, the Director of the Department of Public Safety, a director of a Judicial Circuit Pretrial Intervention Program (PTI), a Judicial Circuit Victim-Witness Assistance Advocate, and five Judicial Circuit Solicitors appointed by the Governor.

In furtherance of its mission, the SCCPC’s primary responsibilities include:

- Development and coordination of efforts to improve the prosecution and disposition of criminal cases in a timely and efficient manner;
- Administrative and programmatic functional support for the Offices of the Solicitor;
- Collection of revenues and expenditures of the Offices of Solicitor as well as programmatic data for reporting as required by the South Carolina General Assembly;
- Coordination of pretrial intervention and other diversionary programs within the Solicitors’ offices;
- Development of training and legal education programs for solicitors and their staff to help improve the legal knowledge and advocacy skills of prosecutors, the investigation of crimes, the administration of diversion programs, and the provision of victim services;
- Publication of newsletters, manuals and other materials to help Circuit Solicitors and staff achieve peak job performance;
- Provision of information and assistance on legal and ethics issues;

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

	<ul style="list-style-type: none"> • Coordination of efforts with other federal, state and local government agencies involved in the criminal justice system; and • Communication with non-governmental entities involved in the criminal justice system, including the South Carolina Bar, and entities representing the interests of crime victims and criminal defendants.
--	---

AGENCY VISION	The vision of the South Carolina Commission on Prosecution Coordination (SCCPC) is to enhance the professionalism and effectiveness of South Carolina's Circuit Solicitors and their staff in seeking the fair administration of justice by delivering the highest quality and most up-to-date resources, training and information available.
----------------------	---

Does the agency have any major or minor recommendations (internal or external) that would allow the agency to operate more effectively and efficiently?

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

Is the agency in compliance with S.C. Code Ann. § 2-1-230, which requires submission of certain reports to the Legislative Services Agency for publication online and the State Library? See also S.C. Code Ann. § 60-2-30.

REPORT SUBMISSION COMPLIANCE:	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 30-1-10 through 30-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-6-210).

RECORDS MANAGEMENT COMPLIANCE:	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60



Is the agency in compliance with S.C. Code Ann. § 1-23-120(J), which requires an agency to conduct a formal review of its regulations every five years?

REGULATION REVIEW:	Yes	No
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Lisa H. Catalanotto	803-343-0765	lisacatalanotto@cpc.sc.gov
SECONDARY CONTACT:	Tina Thompson	803-343-0765	tinathompson@cpc.sc.gov

I have reviewed and approved the enclosed FY 2018–2019 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):		
(TYPE/PRINT NAME):	Lisa H. Catalanotto	
BOARD/CMSN CHAIR (SIGN AND DATE):		
(TYPE/PRINT NAME):	Isaac McDuffie Stone III	

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

AGENCY'S DISCUSSION AND ANALYSIS

I. AGENCY OPERATIONS AND ADMINISTRATION

As the roles, responsibilities, and programs of the Offices of Solicitor continue to expand, so must, too, the resources of the SCCPC office. The effectiveness and professionalism of prosecutors in South Carolina are of utmost importance to the Circuit Solicitors and the SCCPC, who have initiated the development of standards and procedures for: (a) office financial management; (b) diversion programs; and (c) expungements. Other efforts that are essential to fulfilling the mandatory responsibilities of the Circuit Solicitors and the SCCPC in this modern era include: (a) generation of automated reports; (b) information-sharing between criminal justice partners; and (c) remote data accessibility. Finally, for Circuit Solicitors and their staffs to effectively protect citizens and communities through the prosecution or disposition of cases in a manner that promotes justice for victims and the accused, the SCCPC must communicate and offer solutions to statutory, operational, personnel and other administrative impediments to efficiently moving criminal cases.

In the current FY 20, the continued growth in population, criminal charges and technological advances requires another investment of state funding in the Offices of Solicitor to maintain services and ensure justice is met by providing thorough and efficient docket management.

The SCCPC also needs additional funding, staff and other resources to sustain and maintain existing services provided. As the demands placed upon the Offices of Solicitor have increased, likewise, the service and training demands imposed upon the SCCPC and the agency's reporting and legislative requirements have also increased.

While the SCCPC only has authorization for 5 state-funded positions and funding to partially support 4 of those positions, the SC Commission on Indigent Defense (SCCID) has 9.5 authorized state-funded FTEs. The funding of and authorization for additional FTEs at the SCCPC are needed to create balance in the staffing of the SCCPC and SCCID, which two agencies have very similar missions. Both the SCCPC and SCCID are criminal justice partners performing very similar work. The SCCPC serves the State's 16 Circuit Solicitors and their offices, while the SCCID serves the State's 16 Public Defenders and their offices.

The SCCPC, in coordination with the Offices of Solicitor, has developed a plan and identified goals for multiple initiatives and projects, many of which will require a commitment of additional resources in the form of statutory tools, operational tools, and funding. The benefits of providing the additional resources necessary to support these most crucial efforts include increased public safety and services, swift and effective justice, and fairness in the criminal justice system statewide. These benefits far outweigh the alternative of maintaining existing resources and the status quo.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

II. NOTABLE ACHIEVEMENTS AND RESULTS IN FY 2018-19

The SCCPC achieved the following during FY 2018-19 in furtherance of the agency's mission:

- Provided nine (9) one-day or shorter training sessions totaling 36.25 continuing education hours for 200 individuals on topics relevant to the investigation, prosecution, and trial of crimes in South Carolina's state courts, including:
 - forensic evidence;
 - expungements;
 - driving under the influence prosecutions;
 - sexual assault prosecutions;
 - victims' rights and advocacy;
 - ethics and professionalism;
 - Freedom of Information Act; and
 - Preservation of Evidence Act.

There were fewer training in FY 19 compared with FY 18 primarily due to having to reschedule, re-organize and hold the annual 700+ person Solicitors' Conference, which was re-scheduled from September 2018 to November 2018 as a result of the impacts from Hurricane Florence.

- Conducted a five-day "Prosecution Bootcamp" program for 30 prosecutors with less than two years' experience. The program is designed to improve trial advocacy skills, enhance basic understanding of criminal law and procedure in South Carolina, and reinforce legal ethics obligations. Over the course of five days, student prosecutors participated in lectures, discussions, and performance workshops. Mock trial advocacy exercises performed during the program afforded participants the opportunity to conduct and present opening statements, direct examination, cross-examination, and closing arguments, and receive valuable critiques from experienced senior-level faculty prosecutors.
- Co-sponsored with the South Carolina Solicitors' Association the annual South Carolina Solicitors' Conference for 711 attendees. The SCCPC organizes every aspect of the four-day conference, a particularly complex, multi-track event that brings together solicitors, prosecutors, diversion program staff, prosecution investigators, prosecution victim advocates, paralegals, administrative staff, speakers and guests from across the State for training, required legal education, and developmental program and division meetings. The conference sessions developed and organized by the SCCPC provided the opportunity for participants to receive up to 16.0 hours of training from experienced prosecutors (including SCCPC staff), judges, investigators, victim advocates, diversion program staff, and speakers from other states.
- Conducted a one-day DUI training for 53 Summary Court judges.
- Co-sponsored two days of criminal law training at the "2018 Magistrates Advisory Council Intensive Training Seminar" for 74 Summary Court judges. The SCCPC planned training,

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

recruited speakers, led session presentations at the seminar, and assembled all speaker presentation materials.

- Streamlined and expanded the use of the agency’s online registration process and the process of submitting individual continuing education hours to the appropriate entity for the SCCPC’s training programs.
- Provided legal updates to the Offices of Solicitor immediately following actions made by Courts or enacted by the South Carolina General Assembly.
- Applied for, received and managed a federal grant for the John R. Justice Student Loan Forgiveness Program to recognize twenty-four South Carolina prosecutor and public defender applicants that have demonstrated a commitment to public service with an award to lessen the financial strain of existing student loan debt.
- Applied for and received federal grant funds for a Traffic Safety Resource Prosecutor. The grant is administered and allocated in South Carolina by the South Carolina Department of Public Safety, Office of Highway Safety and Justice Programs. Pursuant to the grant requirements, the SCCPC conducts trainings for prosecutors, law enforcement, and summary court judges on traffic safety enforcement, prosecution and adjudication, with a specific focus on DUI and traffic-related offenses.
- Provided technical legal support on trial, appellate, and research issues for Circuit Solicitor prosecution team members.
- Pursuant to state law, collected data from the Offices of Solicitor and prepared annual reports on:
 - Expenditures and revenue (state, local, federal and non-governmental funding sources) for each circuit
 - South Carolina Diversion Programs
 - Domestic Violence (DV) prosecutions
 - Driving Under the Influence (DUI) prosecutions.
- Responded to inquiries from and provided input to the South Carolina General Assembly on legislation, budget requests and fiscal impacts.
- Continues to support the work of the Task Force on Circuit Solicitor Office Finances in developing sound financial management practices and procedures for the Offices of Solicitor by performing and providing research and facilitating discussion.
- Organized and supported the work of the Task Force on Diversion Programs to update the South Carolina Diversion/Intervention Standards.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

- Coordinated the appointment of a Circuit Director of Diversion Programs for each of the sixteen (16) circuits to serve as the central point of contact managing coordinator for all diversion programs operating within the judicial circuit.
- Organized the SCCPC's Diversion Programs Comprehensive Enhancement Plan ("Diversion CEP") initiative to obtain comprehensive information about South Carolina's solicitor-run diversion programs; identify the strengths and weaknesses of various diversion programs; identify diversion program successes and obstacles statewide; foster collaboration among diversion program coordinators; increase communication with and information provided to law enforcement, courts and defense about diversion programs; promote uniformity and consistency while also protecting the constitutional and statutory discretion of Circuit Solicitors in the operation of diversion programs; develop recommendations to improve diversion program opportunities, and identify additional resources needed. The SCCPC established three working groups of the Diversion CEP and continues to manage and support their work.
- Accomplished significant progress, in coordination with SLED, toward the completion and launch of the new diversion programs database, which will replace the existing database that is no longer supported and contains limited information on only one diversion program. The new diversion programs database will house records with expanded data on all solicitor-run diversion programs including Traffic Education Programs (TEP), Alcohol Education Programs (AEP), Drug Court, and Pre-trial Intervention (PTI). The SCCPC has worked closely with Circuit Directors of Diversion Programs to update current PTI records in the current system for successful migration to the new database.

III. PLANS FOR THE CURRENT FISCAL YEAR AND BEYOND

Noted after the strategies supporting each agency goal are: (A) current year performance plans, and (B) additional resources necessary to employ or maintain satisfactory performance of the goal.

Goal 1: Protect citizens and communities by effectively, efficiently and fairly prosecuting those who violate the law

1. Support the efficient disposition of General Sessions cases: The primary responsibility of a prosecutor is to see that justice is done in every case. Defendants, victims and the community should enjoy the right to speedy and fair dispositions of cases. This can only be achieved if prosecutors have the time to properly assess cases to determine if sufficient evidence exists to go forward, to decide what a fair outcome should be and then to prepare to achieve it. Based on their assessment of each case, prosecutors must decide whether a case should be dismissed, if a defendant should be placed in a treatment court or diversion/intervention program or if a defendant should be incarcerated. In order to have the time to achieve justice on each case there must be an adequate number of prosecutors to handle the growth in criminal charges statewide. There should be enough prosecutors so that caseloads do not exceed 200 warrants per prosecutor and sufficient court terms.
2. Support efforts that enable all DUI cases to be prosecuted by the Offices of Solicitor: Prior to the allocation of additional state funding in FY 16, police officers prosecuted domestic violence cases in magistrates' court. South Carolina was one of only three states that allowed this. Now, due to the funding of the General Assembly and the work of the sixteen Circuit Solicitors, almost all domestic

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

violence cases are handled by attorneys and most are being brought to General Sessions court. Nonetheless, many lower level DUI cases continue to be prosecuted by law enforcement officers.

A. Goal 1 FY 2019-20 Performance Plans

- In FY 19, the SCCPC developed a plan to compare the number of criminal cases disposed of annually in each circuit with the number of new incoming cases during the same period and the number of dispositions for prior years. This approach to measuring “backlog” promotes a holistic approach to recognizing the various factors that contribute to the volume of felony cases pending on a docket, which include prosecutor caseloads, the annual number of new warrants, the percentage of violent crime warrants on the docket, the number of court terms, the availability of court reporters and case complexity. A significant obstacle to acquiring accurate data, however, is that the data maintained by the Judicial Department is inaccurate and/or misleading. This can be fixed if the SCCPC can collect data directly and consistently from the Offices of Solicitor. Modern Prosecution Case Management Systems in each office can accurately gather defined data and can interface with each other and the SCCPC. This can ensure that uniform and accurate data can be obtained for statewide analysis.
- Contrary to current disposition comparison assessments, a circuit’s backlog should not be measured by the percentage of incoming new cases compared to the number of older cases on the docket. Using this analysis, if crime rates drop, fewer new cases come in so the percentage of “old” cases rises. Dropping crime rates should never reflect negatively on a solicitor’s office. Instead, backlog should be measured by comparing the number of cases disposed in a full year with the number of cases that came in during that same year.
- Of further concern regarding current disposition comparison assessments, the number of pending cases reported by the Judicial Department inaccurately includes cases disposed of through alternative court-ordered conditional discharge or participation in solicitor diversion/intervention and treatment court programs. Placement or acceptance into one of these programs removes cases from further court action (unless and until offender performance requirements are determined to have not been met), but Court Administration still reports these cases as pending. Cases that have been diverted from the docket for an alternative disposition such as conditional discharge and pretrial diversion/intervention should be removed from the docket unless restored for failure to successfully complete the program. This would ensure that the numbers of pending warrants reported by the Judicial Department accurately reflects only those cases on court dockets. The SCCPC will continue to make efforts to ensure that data measures being reported matches the information and data being used to support these reported measures.

B. Goal 1 Additional Resources Needed

- Funding is needed for IT Infrastructure and Prosecution Case Management Systems for the Circuit Solicitors and a SCCPC Prosecution Data Collection System for the central collection of case information from all circuits’ case management systems. These systems support the accurate calculation of and reporting on the number and age of pending cases. The current method of collecting and reporting data is primarily manual, does not consider any contributing factors, does not reflect true measures of success and, quite frankly, is unsound.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

- Funding is needed for hiring additional prosecutors (with various levels of experience) to reduce backlogs and properly move cases more efficiently. In FY 16, the average caseload of General Sessions prosecutors was 374 warrants. That year, the SCCPC established a goal for SC General Sessions prosecutors to carry a caseload of 200 or fewer cases and requested caseload equalization funding to begin reducing caseloads to meet this goal. \$7.8 Million in new appropriations were provided in FY 17 to address existing caseloads. An additional \$3 Million was provided to prosecute domestic violence cases that were being prosecuted by police officers. Circuit Solicitors were able to hire more prosecutors to reduce the average caseload to 297 warrants per General Sessions prosecutor based on the number of FY 16 criminal charges.
- No additional funding has been provided since FY 17 to enable Circuit Solicitors to achieve an average caseload of 200 warrants per prosecutor. Further, the number of new incoming warrants statewide increased from 120,678 warrants in FY 16 to 135,400 warrants in FY 19, a 12.20% increase. Likewise, even with the additional prosecutors funded in FY 17, the average general sessions caseload has increased from 297 warrants to 334 warrants per prosecutor in FY 19, a 12.95% increase. The SCCPC supports the Circuit Solicitors' requests of the State and county governments to each provide one-half of the total funding needed to reduce caseloads to an average of 200 warrants per prosecutor. That equates to a request for \$9.9 Million recurring and \$381,000 non-recurring funding from each.

Goal 2: Support and enhance the administrative and programmatic services of the Offices of Solicitor

1. Provide administrative support for the Offices of Solicitor: The SCCPC delivers quality human resources, state funding, and budgetary assistance to the 16 Circuit Solicitors and their administrative assistants (one assistant per Circuit Solicitor) and assists with funding efforts to improve prosecutor retention and caseload equalization among circuits. Additionally, the SCCPC provides administrative and programmatic support to diversion program coordinators and victim advocates within the Offices of Solicitor. The administrative and programmatic support provided by the SCCPC contributes to the successful operation of the Offices of Solicitor, and the goal of the SCCPC is to continually improve the support provided and make available the tools needed for Circuit Solicitors to operate their offices in a fiscally responsible way and retain quality prosecutors.
2. Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff: Chief among the support services the SCCPC provides for the Offices of Solicitor is regular training for all prosecution staff. Each training is tailored to the needs of prosecutors, paralegals, investigators, victim advocates, diversion program staff, and/or administrative staff, depending on the topic and the positions, responsibilities and experience of the participants. In 2009, the SCCPC developed and launched the first Prosecution Bootcamp program to train prosecutors with two or less years of experience. The program has evolved into a five-day criminal law, ethics, and trial advocacy training. Every training that is conducted has resource materials intended for future reference and use and is accredited by the Supreme Court of South Carolina Commission on CLE and Specialization, South Carolina Bar, South Carolina Criminal Justice Academy, and/or Department of Crime Victim Services Training, Provider Certification & Statistical Analysis. Evaluation forms are utilized to determine the effectiveness of each training. The SCCPC continually educates Circuit Solicitors and their staff by serving as a legal resource on prosecution, trial, appellate and research

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

issues; by providing updates on legislation and case law; by assisting with legal questions and research; and by reviewing pleadings.

3. Assist with and fund the development of a comprehensive offender database that tracks participation in and measures the success of diversion programs: In FY 19, the SCCPC worked with the Circuit Solicitors and their Directors of Diversion Programs to finalize the needs and goals for a new diversion programs database being developed under contract with SLED. When complete, the new database will support participant data and programmatic information and analysis of all diversion programs operated by the Offices of Solicitor, and will be used to verify offender eligibility, monitor participant progress and assess the program effectiveness. The new database will replace the current diversion directory, which is maintained by SLED, is limited to pretrial intervention program participants only, is antiquated, and has frequent accessibility issues, and results in overly time-consuming efforts to determine diversion program eligibility. The SCCPC is facilitating the efforts of Circuit Solicitors, the Circuit Directors of Diversion Programs and SLED to migrate data from the current system to the new system. Final testing of and the “go-live” date for the new database will be determined by SLED but is expected in FY 20.
4. Support the programmatic operations of the Offices of Solicitor: In FY 19, the SCCPC organized and started work on its Diversion Programs Comprehensive Enhancement Plan (“Diversion CEP”) to identify the needs of South Carolina’s diversion programs and develop recommendations to address those needs. The SCCPC commenced the CEP issuing a questionnaire to and analyzing responses from diversion program coordinators in all sixteen circuits to identify the primary areas of concern, interest and need. The SCCPC then created working groups to focus on one of three areas of focus: 1) Data and Measurements of Success; 2) Community; and 3) External Feedback. Each of the three working groups are staffed by the SCCPC and the membership of the working groups consists of Circuit Directors of Diversion Programs, general sessions prosecutors and juvenile prosecutors. Each working group contains diverse and balanced circuit representation based on size, resources, program availability and success, areas of interest, and other relevant factors. The recommendations of the working groups will be presented to the Commission and Circuit Solicitors for approval, and a final report will be provided to the Commission and Circuit Solicitors for the purpose of implementing program changes within the Offices of Solicitor, pursuing statutory changes, and/or requesting funding for diversion program operations and resources.

A. Goal 2 FY 2019-20 Performance Plans

- In September 2019, the Commission adopted updated “South Carolina Diversion/Intervention Standards,” which replaced the old Pretrial Intervention program standards and apply to all solicitor-operated diversion/intervention programs. The SCCPC-appointed Task Force on Diversion Programs is continuing its work in FY 20 by developing procedures for each diversion/intervention program type.
- The SCCPC is continuing to work on the Diversion Programs Comprehensive Enhancement Plan (“Diversion CEP”) to develop recommendations to address the needs of South Carolina’s diversion programs as identified through the findings of the working groups. These recommendations will be provided to the Commission and Circuit Solicitors for consideration. Approved recommendations will be incorporated in a final report that will identify resources needed for specific and/or all diversion programs, measurements of success for diversion program operations,

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

strategies for building community partnerships, and strategies for educating the public, law enforcement, courts and the defense about available diversion programs. The final Diversion CEP report will be completed in FY 20 and will be used to implement program changes within the Offices of Solicitor, pursue statutory changes, and/or request additional funding for diversion program operations and resources.

- The SCCPC is updating the evaluation process for trainings to better determine the effectiveness of each. Online evaluation tools continue to be explored to streamline the collection and review of responses, enable anonymous feedback, and increase participant responses.
- The SCCPC will continue to improve and add training programs that provide relevant and updated information.
- The SCCPC will continue to provide timely updates to the Offices of Solicitor on legislative changes, rule changes, and impactful appellate opinions.
- The SCCPC will continue to provide timely responses to requests for assistance with trial and other prosecutor issues.
- The SCCPC and SLED anticipate migration to and completion of the new diversion programs database in FY 20. Final implementation of the new database will enable the Offices of Solicitor and the SCCPC to operate more efficiently and to obtain and report program data more quickly.

B. Goal 2 Additional Resources Needed

- Funding is needed for training expenses, including meeting and travel costs, to provide specialized regional training opportunities. Additional funding for training expenses is also needed to support the SCCPC's grant-funded Traffic Safety Resource Prosecutor (TSRP) program to replace a reduction in and shortage of funds awarded by SCDPS.
- Funding and FTE authorization is needed to hire a Staff Attorney to assist with trainings, providing technical assistance to the Offices of Solicitor, and providing legal updates and other education materials.
- Funding is needed to hire an Executive Assistant to provide administrative support for the SCCPC Executive Director.
- As explored in further detail as part of Goal 3, funding and authorization is also needed to enable the SCCPC to hire two IT positions: a Technology Operations Manager and a Database Administrator.
- Funding is needed to cover costs associated with office renovations to existing unfinished space to meet increased staffing, meeting space and training demands.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

- Funding needs for solicitor-operated diversion programs are being identified by the working groups developing the Diversion CEP and will be requested for Executive and Legislative consideration upon completion of the final Diversion CEP report.
- Funding for Proviso 117.62 of the FY 20 Appropriations Act needs to be reinstated. Among the human resources assistance provided by the SCCPC for Solicitors are tools that reduce prosecutor turnover rates and enhance the level of experience within the Offices of Solicitor. Proviso 117.62, when funded in previous years, offered partial student loan forgiveness for prosecutors and public defenders demonstrating commitment to public service instead of accepting higher paying jobs. This was successful in retaining talented prosecutors and public defenders, but funding to distribute these awards is no longer allocated.

Goal 3: Operate in an effective and efficient manner that enables staff to accomplish the mission of the agency

1. Enable staff to perform job duties: The Executive Director and Commission members of the SCCPC operate with a limited staff of four state-funded FTEs and one grant-funded FTE (there is one FTE that is unfilled due to insufficient recurring funding). Staff operates efficiently and stays abreast of current legal issues affecting the Offices of Solicitor and prosecution in general, as well as the development of prosecution training; however, the number of Administration Staff FTEs authorized for the SCCPC is less half the number authorized for the Commission on Indigent Defense (SCCID) (9.5 Administration Staff FTEs). Balance is needed in funding and authorization provided for staff of the two agencies, which have similar missions. In this case, the SCCPC and SCCID are both state agencies and criminal justice partners performing very similar work. The SCCPC serves the State's 16 Circuit Solicitors and their offices while the SCCID serves the State's 16 Public Defenders and their offices.

The workloads and staffing of the Offices of Solicitor continue to increase, additional responsibilities are being imposed upon prosecutors by the General Assembly and the courts, and the law and criminal procedure have become more complex. As the demands placed upon the Offices of Solicitor have increased, likewise, the service and training demands imposed upon the SCCPC and the agency's reporting and legislative requirements have also increased. The SCCPC needs additional staff and resources to meet those increased demands.

Legislative changes, heightened awareness of prosecution issues, technology development advances, and increases in information and data reporting requirements, diversion programs and other initiatives in the Offices of Solicitor also require funding for additional staff and technology. The safety of SCCPC staff is of utmost importance; thus, funding for physical security updates for the SCCPC office is also needed.

2. Provide non-confidential information, as appropriate, requested by citizens, governmental entities, and non-governmental entities outside the Offices of the Solicitor: SCCPC responds to requests from individuals and entities outside the Solicitors' Offices, including summary court prosecutors, law enforcement, other state agencies and victim advocacy groups for assistance and information on criminal laws, legislation, criminal procedure, evidence and other matters. The SCCPC also assists legislative working groups, subcommittees, committees and individual legislators.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

A. Goal 3 FY 2019-20 Performance Plans

- In FY 19, the Bureau of Protective Services of the SC Department of Public Safety assisted the SCCPC by assessing the physical security of the SCCPC's office space and providing recommendations and a cost estimate to update the security system. The SCCPC is requesting funding to update the security system as recommended.
- In FY 19, the Division of Technology Operations (DTO) of the SC Department of Administration assisted the SCCPC with developing a long-range technology plan and providing technical advisory services regarding the collection and reporting of information and data from the Offices of Solicitor statewide, since the agency has no authorization or funding for in-house IT staff. As a result of this assistance and additional research, the development and implementation of a Prosecution Data Collection System has been identified as the most efficient solution for streamlining and maximizing the accurate and efficient collection of existing statewide reporting requirements, analyzing case data and trends, and measuring the programmatic and operational effectiveness of the Offices of Solicitor.
- The SCCPC currently has no authorization or funding for in-house IT staff to begin multiple agency and circuit solicitor technology initiatives and projects; assist the agency with IT issues, software management and website development; or develop and manage agency report, newsletter, communication, and resource material templates. The SCCPC will request critically-needed funding for IT staff (2 FTEs) to support the development, implementation, and ongoing use of the data collection system; manage agency technology; coordinate the statewide technology projects of the Offices of Solicitor; provide IT support for the Offices of Solicitor; and develop report templates that ensures uniform methods of response from the Offices of Solicitor and enables efficient production of statewide reporting of data measures.

B. Goal 3 Additional Resources Needed

- Funding is needed for the development of a Prosecution Data Collection System to be maintained by the SCCPC. A data collection system is vital for enabling staff to carry out the mission of the agency; support the Offices of Solicitor; enhance the performance and efficiency of the SCCPC; enable centralized IT support for and data collection, reporting and sharing among the Offices of Solicitor and SCCPC office; and promote the development and collection of uniform data measurements.
- Funding and authorization is needed to hire IT staff (2 FTEs) - a Technology Operations Manager and a Database Administrator - to support the development, implementation, and ongoing use of the data collection system; manage agency technology; coordinate the statewide technology projects of the Offices of Solicitor; provide IT support for the Offices of Solicitor; and develop report templates that ensures uniform methods of response from the Offices of Solicitor and enables efficient production of statewide reporting of data measures. The agency currently has no authorization or funding for in-house IT staff.
- Funding and authorization for the agency to hire 3 legal and administrative support staff is needed to sustain and maintain existing services provided for the Offices of Solicitor, assist with current ongoing projects, and remain responsive to Circuit Solicitors and their staff, legislators, the

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

Judicial Department, criminal justice partners, and interested non-governmental entities. The SCCPC will use funding, if provided, to hire a Staff Attorney, Statistician and Executive Assistant, positions of critical need to support the existing operations and demands of the agency.

- Funding is needed to fully support existing agency staff with recurring funding.

Goal 4: Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data

1. Enable the collection and analysis of prosecution data to address community needs, improve public safety and pursue justice goals, and streamline and maximize the accuracy and efficiency of existing statewide reporting requirements: The SCCPC provides central support, communication, and coordination of effort; resources; prosecution development; and data reporting for the Offices of Solicitor. Over time, the responsibilities of the SCCPC and the demands placed upon Circuit Solicitors have increased. To remain responsive, the SCCPC must develop central coordinated IT services, planning and support for the Offices of Solicitor and SCCPC office to enhance data access and IT security, coordinate interface of case management systems and prosecution data with other systems, support uniform data collection, and improve reporting efficiency and accuracy. The SCCPC plans request funding for the development of a Prosecution Data Collection System to streamline and maximize the accurate and efficient collection of existing statewide reporting requirements, analyze case data and trends, and measure the programmatic and operational effectiveness of the Offices of Solicitor.

IT Infrastructure and web-based Prosecution Case Management Systems for the Offices of Solicitor is needed to allow solicitors to maintain, access and share case data and information, and enable accurate and uniform data collection and reporting. Funding to enable acquisition of these systems has been a top priority for years because they will significantly increase the efficiencies and capabilities of the Offices of Solicitor and because interface and connectivity with courts, law enforcement, public defenders, and databases compiles data from the unique case management systems for these criminal justice partners is not possible until Circuit Solicitors, too, are able to purchase and maintain modern prosecution case management systems capable of supporting interface and connectivity.

2. Lead the development and coordination of efforts that promote the modernization and efficient sharing and transfer of data between criminal justice partners: The criminal justice system is best served by efficient communication, information-sharing, and data-transfer between Circuit Solicitors, law enforcement agencies, Circuit Public Defenders and Judges. The acquisition of Prosecution Case Management Systems, previously identified as a top priority for the Offices of Solicitor, will enable Circuit Solicitors to interface with clerks of court and Court Administration to transfer prosecution statistical data as required by the Judicial Department. Circuit Solicitor IT Infrastructure and Prosecution Case Management Systems will further enable the acquisition of evidence management software to: (1) maximize access to and storage of discovery; (2) enable efficient communication, information-sharing and data-transfer between prosecutors, law enforcement agencies, public defenders and judges; (3) reduce travel and other costs associated with delivering discovery; and (4) alleviate a portion of law enforcement data storage needs and expenses.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

A. Goal 4 FY 2019-20 Performance Plans

- The SCCPC will continue to work closely with the Division of Technology Operations (DTO) of the SC Department of Administration for technical advice relating to the development of Prosecution Data Collection System software for the SCCPC, and the acquisition of web-based Prosecution Case Management Systems for the Offices of Solicitor.
- The SCCPC will continue to request funding for Circuit Solicitor acquisition and implementation of Prosecution Case Management Systems and IT Infrastructure to replace existing case management systems that are antiquated and lack interface capabilities. Upon approval and allocation of funding for both Prosecution Case Management Systems for solicitors and requested IT staff for the SCCPC, the SCCPC will implement specifications and requirements for and manage Circuit Solicitor acquisition of the systems to: (1) enable solicitors to acquire systems tailored to their specific needs; (2) implement uniform data metrics; (3) ensure interface compatibility with other solicitor's prosecution case management systems; and (4) allow for interface with and/or data pushing to existing or future centralized databases managed by the SCCPC, Judicial Department, law enforcement, and/or other criminal justice partners.
- The SCCPC will support funding of IT Infrastructure for the Offices of Solicitor to enable Circuit Solicitor acquisition and implementation of cloud-based evidence management software with accessibility for criminal justice partners, subject to the availability of funding.

B. Goal 4 Additional Resources Needed

- Funding is needed for the development of a Prosecution Data Collection System for the collection and analysis of statewide circuit solicitor data and information. A data collection system is vital to enable staff to carry out the mission of the agency and support the Offices of Solicitor. These measures will enhance the performance and efficiency of the SCCPC; enable centralized IT support for and data collection, reporting and sharing among the Offices of Solicitor and SCCPC office; and promote the development and collection of uniform data measurements.
- Funding is needed to hire an experienced Technology Operations Manager to provide in-house technology and IT support for the SCCPC, provide centralized coordinated IT support for the Offices of Solicitor, facilitate IT hardware and software development for the SCCPC and Offices of Circuit Solicitor, develop uniform specifications for and ensure interface compatibility in the acquisition of software and equipment in the Offices of Solicitor, and ensure the efficient and economical management and development of technology resources within the SCCPC and Offices of Solicitor.
- Funding is needed to hire a Database Administrator to operate and maintain a data collection system to be developed with funding also requested, build and incorporate data fields and reports, and provide technical assistance on the database to users (SCCPC and Offices of Circuit Solicitor).

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

IV. RESTRUCTURING RECOMMENDATIONS

The SCCPC does not have any restructuring recommendations for the elimination or combination of existing agency programs. In fact, with an annual state budget that supports only the Executive Director and partial funding for 4 state-funded FTEs, the SCCPC is requesting funding for FY 21 to allow the agency to operate and provide its core services. (5 state-funded FTEs total are authorized with one unfunded FTE position sitting vacant. In addition, the agency has 1 authorized grant-funded FTE.)

V. RISK ASSESSMENT AND MITIGATION STRATEGIES

If the SCCPC does not meet its goals and objectives, the criminal justice system and the safety of South Carolina's local communities will be adversely impacted. The SCCPC coordinates communication and collaboration among the Offices of Solicitor and criminal justice partners; gathers and reports data and information for the benefit of the General Assembly, Circuit Solicitors, other criminal justice agencies and the public; develops and provides training for prosecutors, law enforcement, judges, diversion coordinators, victim advocates and others; and provides legal assistance to the Offices of Solicitor.

The number of general sessions cases has increased and continues to do so. In fact, new criminal charges have increased more than 12% over the past three years and, likewise, prosecutor caseloads have increased an average of 13% statewide. The Offices of Solicitor must have adequate numbers of prosecutors and staff to handle the increased volume of criminal cases and the ability to retain experience and talent.

Perhaps the biggest change in criminal justice over the past ten years has been the use of technology by criminals. Cell phone and social media use is prevalent in our society and criminals take advantage of it. They use cell phones and social media to plan, execute, photograph and publish their crimes. They also use technology to threaten, bully and exploit people. Technology can and must be used to stop crime as well. Accordingly, Solicitors need to have modern technology hardware and software to deal with these issues.

Both of these challenges require enhanced prosecutor training and continuing legal education, and additional support and assistance from the SCCPC.

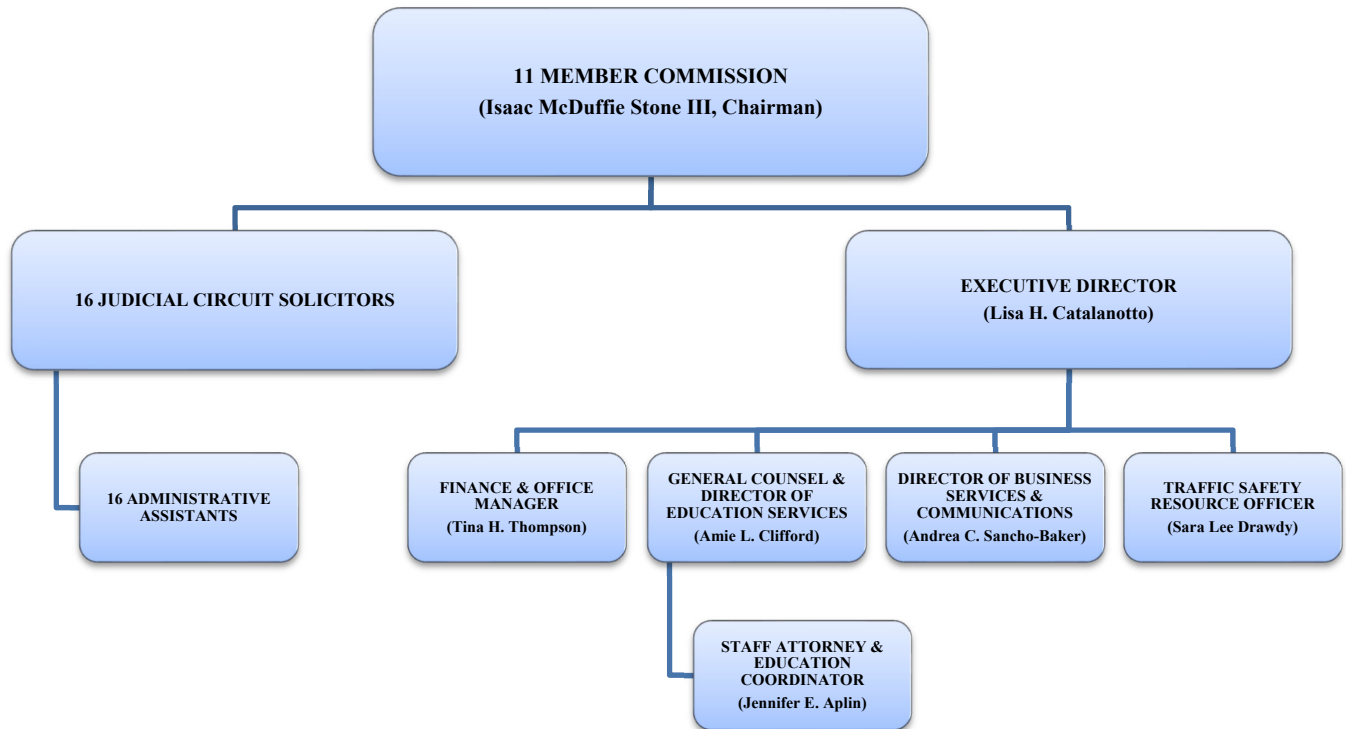
For the SCCPC, limited resources remain the primary challenge. The agency operates with an annual budget of less than \$825,000 to support over 1,200 prosecutors and support staff in the Offices of Solicitor statewide. The SCCPC's administrative responsibilities continue to increase as the level of project management and legal assistance provided for Circuit Solicitors also increases. With minimal funding to support only 4 FTEs, the agency's Executive Director and operational expenses, the SCCPC cannot successfully accomplish its mission with stagnant funding and resources as the operations of the Offices of Solicitor increase and further demands are placed on the SCCPC through judicial and legislative actions.

To resolve these issues, the SCCPC recommends that the General Assembly: 1) increase state-funding for the SCCPC to a level of approximately 8% of the total state-funding provided for the Offices of Solicitor; 2) provide authorization to support 9.5 general funded Administration Staff to equal authorization provided for the SCCPC's parallel agency, the SC Commission on Indigent Defense; 3) provide funding to allow Circuit Solicitors to purchase IT Infrastructure and replace antiquated Prosecution Case Management Systems; and 4) provide funding to allow Circuit Solicitors to hire additional prosecutors and retain talent.

AGENCY NAME:	SC COMMISSION ON PROSECUTION COORDINATION		
AGENCY CODE:	E210	SECTION:	60

VI. ORGANIZATION CHART

SOUTH CAROLINA COMMISSION ON PROSECUTION COORDINATION



Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Maintaining Safety, Integrity and Security	G	1			Protect citizens and communities by effectively, efficiently and fairly prosecuting those who violate the law							
	S	1.1			Support the efficient disposition of general sessions cases							
	M			1.1.1	Growth in the number of prosecution team members (prosecutors and support staff) working in the Offices of Solicitor, subject to the needs of each circuit and the availability of space and funding	397 Prosecutors / 127,059 3-yr. avg. # new warrants	660 Full-time Prosecutors	371 Prosecutors / 131,966 3-yr. avg. # new warrants	07/01/18-06/30/19	Solicitors--upon request / General Assembly--passage of General Appropriations Act (NOTE: Current collection method is time consuming and unsound. IT funding requested for cloud-based data interface among the Offices of Solicitor and SCCPC office will enable real-time, accurate calculations and reporting.)	Prosecution Team personnel by position extracted from circuit wide data on the details of each Solicitor's staff	Supports Circuit Solicitors' efforts to efficiently move cases in a manner that promotes justice, to reduce prosecutor felony caseloads to a level closer to US Department of Justice recommendations and the national average, and to increase the volume of lower level DV and DUI cases prosecuted by attorneys that would otherwise be prosecuted by law enforcement officers
	M			1.1.2	Reduction in the average time (in days) to dispose of a general sessions case	128,273 disposed warrants / 133,236 new warrants Judicial Data (See NOTE under "Data Source & Avail.")	Annual # of disposed warrants =/> previous year and, with appropriate staffing levels, > annual # of new warrants	131,286 disposed warrants / 135,400 new warrants Judicial Data (See NOTE under "Data Source & Avail.")	07/01/18-06/30/19	Solicitors--upon request / Judicial Department--annually (NOTE: Current collection method is time consuming and unsound. IT funding requested for cloud-based data interface among the Offices of Solicitor and SCCPC office will enable real-time, accurate calculations and reporting.)	Per circuit, the total number of cases (events) disposed of annually, the total associated warrants (since the Judicial Dept. tracks warrants only), and the age of each case/warrant at the time of disposition. The cumulative number of days (by case & warrant) will be divided by the total number of all cases/warrants on the docket. In future years, this calculation will be compared to previous years' results to show progress or regress in average time	Supports the right of defendants, victims and the community in general to speedy trials; and supports the efforts of Circuit Solicitors to reduce prosecutor felony caseloads to a level closer to US Department of Justice recommendations and the national average

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	Base	2018-19		Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure			Target	Actual				
	M			1.1.3	Disposition of more criminal cases (events) annually than the number of new incoming cases annually, and continued increase of this calculated number over prior years.	n/a	# of disposed warrants > # of new warrants	128,273 disposed warrants / 133,236 new warrants	07/01/18-06/30/19	Solicitors--upon request / Judicial Department--annually (NOTE: Current collection method is time consuming and unsound. IT funding requested for cloud-based data interface among the Offices of Solicitor and SCCPC office will enable real-time, accurate calculations and reporting.)	Per circuit, the total number of cases disposed of annually and the total associated warrants (since the Judicial Dept. tracks warrants only) less the total number of new cases (and associated warrants) placed on the docket during the same period. In future years, this calculation will be compared to previous years' results to show progress or regress in moving older cases (those added to the docket before the previous fiscal year.	Promotes a holistic approach to recognizing the various factors that contribute to the backlog of felony cases pending on a docket (high prosecutor caseloads, increase in annual new warrants, increase in violent crime/felony arrests, judicial docket management, varied case complexity) by recognizing that a circuit's level of improvement or regression is measured by comparing the volume of older pending cases with the volume of new incoming cases
	S			1.2	Support efforts that enable all driving under the influence (DUI) cases to be prosecuted by the Offices of Solicitor							
	M			1.2.1	Increase in the percentage of DUI cases prosecuted by attorneys	n/a	Annual # of disposed DUI warrants =/> annual # of new DUI warrants, subject to availability of funding for additional prosecutors	7,579 prosecutor disposed DUI warrants / 13,957 new DUI warrants per SCDMV Data (See NOTE under "Data Source & Avail.")	07/01/18-06/30/19	Solicitors-- annually (NOTE: Current collection method is time consuming and unsound. IT funding requested for cloud-based data interface among the Offices of Solicitor and SCCPC office will enable real-time, accurate calculations and reporting.)	Number of total annual DUI cases less the number of those cases that are prosecuted by law enforcement officers	Reduces the necessity for law enforcement officers to prosecute lower level DUI cases

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			1.2.2	Growth in the number of prosecution team members (prosecutors and support staff) working in the Offices of Solicitor, subject to the needs of each circuit, and the availability space and funding	n/a	1.75 Support Staff FTEs to 1 prosecutor FTE	714 Support Staff FTEs to 433 Total Prosecutor FTEs = 1.65 to 1 Ratio	07/01/18-06/30/19	Solicitors--upon request / General Assembly--passage of General Appropriations Act (NOTE: Current collection method is time consuming and unsound. IT funding requested for cloud-based data interface among the Offices of Solicitor and SCCPC office will enable real-time, accurate calculations and reporting.)	Prosecution Team personnel by position extracted from circuit wide data on the details of each Solicitor's staff	Supports Circuit Solicitors' efforts to efficiently move cases in a manner that promotes justice, to reduce prosecutor felony caseloads to a level closer to US Department of Justice recommendations and the national average, and to increase the volume of lower level DV and DUI cases prosecuted in general sessions court that would otherwise be prosecuted by law enforcement officers
Government and Citizens	G	2	Support and enhance the administrative and programmatic services of the Offices of Solicitor									
	S	2.1	Provide administrative support for the Offices of Solicitor									
	M		2.1.1	Delivery of quality human resources, state funding, and budgetary assistance to the 16 Circuit Solicitors and their administrative assistants (one assistant per Circuit Solicitor); and assistance with efforts that allow Circuit Solicitors to retain experienced prosecutors in lower-paying public service positions compared with similar private positions, such as: (A) requesting funding for the Circuit Solicitors’ Three-Year Caseload Equalization and Prosecutor Retention Plan, (B) reinstating funding for existing legislative measures on student loan assistance/forgiveness, and (C) applying for and administering federal grants that aid prosecutors with student loan debt	n/a	Provide ongoing assistance & support on a daily basis	Provided ongoing assistance & support on a daily basis in FY 19	07/01/18-06/30/19	SCCPC--daily; General Assembly--upon funding of Circuit Solicitors’ Three-Year Caseload Equalization and Prosecutor Retention Plan, and of Proviso 117.63	Feedback from Circuit Solicitors and administrative assistants	Contributes to the successful operation of the Offices of Solicitor, reduces prosecutor turnover rates, and enhances the level of experience contained within the Offices of Solicitor	

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.1.2	Delivery of administrative support to diversion program directors/staff as well as victim advocates within the Offices of the Solicitor on statutory reporting requirements, communication among offices and criminal justice partners, development and application of procedures and guidelines, educational resources and opportunities, meeting coordination and preparation, and information collection and dissemination	n/a	Provide ongoing assistance & support on a daily basis	Provided ongoing assistance & support on a daily basis in FY 19	07/01/18-06/30/19	SCCPC--daily (NOTE: Current collection method is time consuming and unsound. IT funding requested for cloud-based data interface among the Offices of Solicitor and SCCPC office will enable real-time, accurate calculations and reporting, and provide a unified forum for information sharing and collaboration)	Feedback from Circuit Solicitors, diversion program directors and victim advocates	Contributes to the successful operation of the Offices of Solicitor
	M			2.1.3	Assistance with the development and implementation of sound financial management practices and procedures for the Offices of Solicitor, to include procedures for the inspection and review of financial records	n/a	Provide research, assistance & support	Provided research, assistance & support as requested by commission members.	07/01/18-06/30/19	SCCPC--developing, then annually	As developed by the SCCPC Task Force and approved by the SCCPC	Enhances the professionalism and effectiveness of South Carolina's Solicitors and their staff, ensures the fair and just administration of justice, and supports the Circuit Solicitors by providing tools to continually improve each circuit's financial management and recordkeeping by providing standards and measures for their offices
	S		2.2		Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff							
	M			2.2.1	Uniformity of standards, procedures, analysis, and resources applied in the prosecution of criminal cases statewide	24 trainings/154.33 credit hours/1,512 people	15-20 trainings/100 credit hours/1,000 people	13 trainings/134.25 credit hours/1,017 people	07/01/18-06/30/19	SCCPC--throughout the year	Number of trainings held, continuing education hours offered, and persons trained	Enhances the professionalism and effectiveness of South Carolina's Solicitors and their staff, and ensures the fair and just administration of justice
	M			2.2.2	Delivery of technical legal assistance, legislative updates and judicial/case law updates to the Offices of Solicitor	n/a	16 circuits	16 circuits	07/01/18-06/30/19	SCCPC--daily	Feedback from Circuit Solicitors and staff	Enhances the professionalism and effectiveness of South Carolina's Solicitors and their staff, and ensures the fair and just administration of justice

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.2.3	Identification of and communication on local, state and national issues, trends, legislation and case law affecting prosecutors and their criminal justice partners	n/a	Provide ongoing assistance & support on a daily basis	Provided ongoing assistance & support on a daily basis in FY 19	07/01/18-06/30/19	SCCPC--throughout the year	Feedback from Solicitors	Ensures the development of relevant, practical and focused training
	S		2.3		Assist with the development of a comprehensive offender database that tracks participation in and measures the success of diversion programs							
	M			2.3.1	Identification of specific needs and goals for a new database/directory and delivery of requested information and assistance to SLED for the completion of a real-time secure directory listing of participants of all diversion programs that, because of the sensitivity of information regarding program participants, is only accessible by SLED and the Offices of Solicitor, under which all diversion programs operate	n/a	Identify needs and goals for a new diversion database being developed under contract with SLED; assist and deliver information as requested to SLED	In FY 19, completed needs and goals for a new diversion database being developed under contract with SLED; assisted and delivered information as requested to SLED	07/01/18-06/30/19	SCCPC, Office of Solicitor Diversion Program Directors & SLED--ongoing	Feedback from Solicitors, Staff, and SLED	When complete, the new database/directory will support real-time data on participants of Pre-Trial Intervention and other diversion programs operating under the Circuit Solicitors, and will be used to verify offender eligibility. (NOTE: Current diversion directory, which is maintained by SLED, is limited to Pre-trial Intervention program participants only, is antiquated, and has frequent accessibility issues, leaving the process of verifying of program eligibility time consuming and unsound.
	M			2.3.2	Collection of existing diversion program data (other than PTI) maintained by diversion program directors and staff in the Offices of Solicitor for migration into the new diversion database/directory	n/a	To be completed by Offices of Solicitor after completion of database	Database not complete	2019	SCCPC, Office of Solicitor Diversion Program Directors & SLED-- when requested by SLED	Data requested and received from all 16 circuits on every known SC diversion program to populate required fields in the new database	See 2.3.1
	M			2.3.3	Final testing and implementation of the new diversion database/directory prior to full implementation	n/a	Completion of database	Database not complete	2019	SCCPC, Office of Solicitor Diversion Program Directors & SLED-- when requested by SLED	Feedback from Solicitors, Staff, and SLED	See 2.3.1

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Government and Citizens	G	3	Operate in an effective and efficient manner that enables staff to accomplish the mission of the agency									
	S	3.1	Enable staff to perform job duties									
	M		3.1.1	Communication of funding requests and FTE authorization as necessary for the agency to operate, and use of funding and authorization received for the intended purposes		n/a	Funding for a Prosecution Data Collection System for the SCCPC	\$0	07/01/18-06/30/19	SCCPC--annually General Assembly--passage of General Appropriations Act	Feedback from Solicitors and Staff	Allows SCCPC staff to perform their duties
	M		3.1.2	Delivery of administrative services		n/a	Funding for 2 FTEs	\$0	07/01/18-06/30/19	SCCPC--daily	Feedback from Staff	Allows SCCPC staff to perform their duties
	M		3.1.3	Delivery of sufficient resources for staff		n/a	Funding for Technology Expenses & Increases	\$0	07/01/18-06/30/19	SCCPC--daily	Feedback from Staff	Allows SCCPC staff to perform their duties
	S	3.2	Provide non-confidential information, as appropriate, requested by citizens, governmental entities, and non-governmental entities outside the Offices of the Solicitor									
	M		3.2.1	Delivery of information and/or documentation to individuals and the public (including subpoenas and Freedom of Information Requests)		n/a	Deliver info. and documents as requested	Provided as requested in FY 19	07/01/18-06/30/19	SCCPC--upon request	Public feedback	Satisfies legal obligation and promotes public trust
	M		3.2.2	Timely response to inquiries and requests for assistance from federal, state, county and local governmental entities		n/a	Provide timely responses as requested	Provided timely responses as requested in FY 19	07/01/18-06/30/19	SCCPC--upon request	Feedback from requesting entities	Satisfies legal obligation and promotes public trust
	M		3.2.3	Timely response to inquiries and requests for assistance from non-governmental criminal justice and affiliated or interested entities		n/a	Provide timely responses as requested	Provided timely responses as requested in FY 19	07/01/18-06/30/19	SCCPC--upon request	Feedback from requesting entities	Satisfies legal obligation and promotes public trust

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Government and Citizens	G	4			Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data							
	S	4.1			Enable and manage cloud-based data interface among the Offices of Solicitor and SCCPC office							
	M			4.1.1	Hiring and support for an experienced Technology Operations Manager for IT hardware and software development and to provide IT support for the Offices of Solicitor and SCCPC office, subject to the availability of funding	n/a	Funding and 1 FTE to the SCCPC for a Technology Operations Manager	\$0 / 0 FTEs	07/01/18-06/30/19	General Assembly--passage of General Appropriations Act; SCCPC--upon receipt of funding	Increase in FTE information technology positions from 0 to 1, and increase in general fund recurring appropriations sufficient to attract and hire a qualified and experienced Technology Operations Manager	Once funding and FTE authorization is approved, enables web service management and centralizes IT services among the Offices of the Solicitor and SCCPC office as to the development and coordination of software platforms, uniform system specifications, IT management and security guidelines, IT planning, and IT support
	M			4.1.2	Coordination of Phase I implementation of the Circuit Solicitors' IT Infrastructure and Integration Plan to: (A) acquire and implement integrated, web-based Prosecution Case Management, Processing and Analysis Platforms for the Offices of Solicitor; (B) inspect compatability of existing technology and assist with the acquisition of compatible technology equipment and hardware; and (C) assist with determining the need and specifications for additional office space and/or technology personnel to support Phase I implementation, subject to the availability of funding	n/a	Funding for the Circuit Solicitors for Prosecution Case Management Systems and IT Infrastructure	\$0	07/01/18-06/30/19	General Assembly--passage of General Appropriations Act; SCCPC & Solicitors--upon receipt of funding	Completion of infrastructure upgrades, if necessary, and implementation of integrated Prosecution Case Management, Processing and Analysis Platforms for all Circuit Solicitors	Once funding is approved, enhances physical and technical data security (as to personally identifiable information, case file material, electronic notes, etc.), enables interface and real-time transaction of information among the Offices of Solicitor and SCCPC office, and allows for accurate calculations and reporting of evidence-based data
	M			4.1.3	Support for and coordination of Phase II implementation of the Circuit Solicitors' IT Infrastructure and Integration Plan to: (A) expand utilization of tools available with the Prosecution Case Management, Processing and Analysis Platforms; (B) acquire enhanced case management services that improve efficiency and data review; (C) acquire cloud-based evidence management software and sufficient data storage capacity; and (D) maximize bandwidth, subject to the availability of funding	n/a	Funding for the Circuit Solicitors for Prosecution Case Management Systems and IT Infrastructure	\$0	07/01/18-06/30/19	General Assembly--passage of General Appropriations Act; SCCPC & Solicitors--upon receipt of funding	Expanded utilization of available tools of the Prosecution Case Management, Processing and Analysis Platforms; acquisition of sufficient data storage; implementation of secure and portable discovery storage; and the ability to provide cloud-based evidence management software (or access) and data storage to willing and able criminal justice partners at no cost to such partners	Once funding is approved, enables Circuit Solicitors to efficiently process, store and interface with evidence collected in a case; to provide discovery in a timely and efficient manner to public defenders and courts

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	S	4.2			Lead the development and coordination of efforts that promote the modernization and efficient transfer of data between criminal justice partners							
	M			4.2.1	Development and management of a Criminal Justice Local Broadband Connection and Enhancement Plan to provide or maximize access to installed bandwidth (not to supplement the cost of existing broadband connection costs) for criminal justice partners operating within the jurisdiction of a Circuit Solicitor that utilizes cloud-based evidence management software for the storage or transfer of discovery, subject to the availability of funding	n/a	Funding of the Criminal Justice Local Broadband Connection and Enhancement Plan	\$0	07/01/18-06/30/19	SCCPC, Solicitors & Criminal Justice Partners--upon receipt of funding	Number of entities (excluding Office of Solicitor) that receive funding through the program to obtain broadband access or bandwidth enhancement	Once funding is approved, enables and maximizes efficient communication, information-sharing and data-transfer between prosecutors, law enforcement agencies, public defenders and judges
	M			4.2.2	Enable access to no-cost cloud-based evidence management software for criminal justice partners, subject to the implementation of cloud-based evidence management software by the Circuit Solicitors of the jurisdictions in which such criminal justice partners operate	n/a	Funding	\$0	07/01/18-06/30/19	Solicitors & Criminal Justice Partners--upon acquisition of cloud-based evidence management software by Solicitors	Number of entities that Circuit Solicitors provide cloud-based evidence management software access to	As cloud-based evidence software is implemented by each Circuit Solicitor, provides local law enforcement agencies with the ability to upload, send to prosecutors, and store case evidence (including video); and enables Circuit Public Defenders and Judges to download discovery on cases, all at no cost to them. Maximizes efficient communication, information-sharing and data-transfer; eliminates travel costs and the delivery of paper, disc and VHS cassette evidence; increases law enforcement shift time dedicated to actively protecting citizens; alleviates a portion of data storage needs and expenses for law enforcement agencies; and minimizes average case disposition time
	M			4.2.3	Coordination with the South Carolina Judicial Department and county Clerks of Court to effectuate the transfer of real-time statistical data used by court administration for the calculation of high-level statewide numerical data	n/a	Funding	\$0	07/01/18-06/30/19	General Assembly--passage of General Appropriations Act; SCCPC & Solicitors--upon receipt of funding / Judicial Department-approval of Circuit Solicitor data interface with Clerks of Court and the Judicial Department	Number judicial circuits that transfer data through interface with the Circuit Solicitor's Prosecution Case Management, Processing and Analysis Platforms	As Prosecution Case Management, Processing and Analysis Platforms for each Circuit Solicitor are funded and implemented, enables interface and real-time transmission of prosecution statistical data that is required by the South Carolina Judicial Department (SCJD)

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20		Actual	Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target					
Maintaining Safety, Integrity and Security	G	1			Protect citizens and communities by effectively, efficiently and fairly prosecuting those who violate the law							
	S	1.1			Support the efficient disposition of general sessions warrants							
	M		1.1.1		Growth in the number of general sessions prosecutors in the Offices of Solicitor to manage continued growth in the volume of new incoming general sessions warrants annually, subject to the needs of each circuit and the availability of funding.	371 Prosecutors / 131,966 3-yr. avg. # new warrants	660 Full-time Prosecutors		07/01/19-06/30/20	Number of general sessions prosecutors-- provided by Solicitors upon request / 3-year average of the annual number of new incoming warrants-- provided by Judicial Department annually (NOTE: The ability to meet this measure is contingent on the appropriation of additional funding to hire additional prosecutors and retain existing prosecutors.)	The SCCPC's general sessions caseload reduction goal is 200 warrants per prosecutor. Based on SC Judicial Department data, the 3-year average (FY 17-FY 19) of new incoming general sessions warrants for the 16 circuits is 131,966. 660 general sessions prosecutors are needed to reach an average caseload of 200 warrants (131,966/200=660).	Supports Circuit Solicitors' efforts to efficiently move cases in a manner that promotes justice, reduces general sessions prosecutor caseloads to 200, and allows for an increase in the volume of warrants disposed of annually. As the number of new incoming warrants increases, the number of prosecutors and support staff should also increase to handle the additional workloads. Current funding levels at the Offices of Solicitor do not enable hiring additional FTEs or limiting attrition.
	M		1.1.2		Efficient disposition of cases to minimize the % of pending general sessions warrants that are older than 365 days.	31.53% Pending Cases older than 365 days / Judicial Data (See NOTE under "Data Source & Avail.")	Generally less than 40% depending on the complexity of pending cases and number of cases pending completion of diversion or court programs		07/01/19-06/30/20	The percentage of pending warrants older than 365 days is not accurately assessed by the Judicial Department and is not easily attainable by the SCCPC or Solicitors due to the lack of or antiquated technology. The Judicial Department's calculation of pending warrants does not subtract warrant dispositions pending completion of diversion or other alternative programs.	The number of pending cases reported by the judicial department inaccurately includes cases accepted in conditional discharge, diversion & treatment court programs, or transferred to the attorney general. The average age calculated based on an incorrect number of cases is, therefore, also incorrect. IT funding requested for solicitor prosecution case management systems and an agency database would support accurate calculations and reporting of both the number and age of pending cases.	Supports the rights of defendants, victims and the community to speedy trials; and supports the efforts of Circuit Solicitors to reduce prosecutor caseloads. As the number of new incoming warrants increases, the number of prosecutors and support staff should also increase to handle the additional workloads. Current funding levels at the Offices of Solicitor do not enable hiring additional FTEs or limiting attrition.

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			1.1.3	Maintain or increase the number of warrants disposed of annually (to include dispositions by placement in diversion or treatment court programs and by orders of conditional discharge), and the disposition of more general sessions warrants than the number of new incoming general sessions warrants annually.	131,286 disposed warrants / 135,400 new warrants Judicial Data (See NOTE under "Data Source & Avail.")	Annual # of disposed warrants =/> previous year and, with appropriate staffing levels, > annual # of new warrants		07/01/19-06/30/20	Judicial reporting of annual incoming warrants and dispositions is not accurate. New warrants and dispositions are often not entered timely by Clerks of Court, and Judicial dispositions reports do not subtract placements in diversion and court programs or orders of conditional discharge. This highlights the need for prosecution case management systems and a central database at the SCCPC. Interface capabilities of such systems would improve access to accurate, consistent and up-to-date information for assessing and improving programs.	Per circuit, the total number of warrants disposed of annually compared to the total number of new warrants placed on the docket during the same period.	Recognizes various factors that affect the rate of warrant dispositions (high prosecutor caseloads, increase in annual new warrants, increase in violent crime/felony arrests, judicial docket management, varied case complexity, and additional requirements imposed by statutes, rules and court orders) when assessing a circuit's docket management efficiency. As the number of new incoming warrants increases, the number of prosecutors and support staff should also increase to handle the additional workloads. Current funding levels at the Offices of Solicitor do not enable hiring additional FTEs or limiting attrition.
	S			1.2	Support efforts that enable all driving under the influence (DUI) cases to be prosecuted by the Offices of Solicitor							
	M			1.2.1	Increase in the number of DUI dispositions handled annually by Circuit Solicitors' prosecutors when compared to the total number of DUI warrants issued during the year.	7,579 prosecutor disposed DUI warrants / 13,957 new DUI warrants per SCDMV Data (See NOTE under "Data Source & Avail.")	Annual # of disposed DUI warrants =/> annual # of new DUI warrants, subject to availability of funding for additional prosecutors		07/01/19-06/30/20	Annual DUI dispositions by prosecutors--provided by Solicitors upon request / Annual DUI warrants--SCDMV annually upon request.	The number of DUI warrants disposed of annually by Circuit Solicitors' prosecutors in magistrate and summary courts compared to the total number of new incoming DUI warrants for each court type during the same period.	Allows for a more just and consistent approach to DUI prosecution by having lower level DUI cases prosecuted by lawyer-prosecutors employed by Circuit Solicitors. DUI warrant dispositions that are not handled by prosecutors in magistrate and summary courtsa are handled by law enforcement officers. An increase in the number of DUI dispositions that are handled by prosecutors, therefore, indicates a reduction in the percentage of lower level DUI dispositions that are prosecuted by law enforcement officers. Current funding levels at the Offices of Solicitor do not enable hiring additional prosecutors to handle additional DUI cases in magistrate and summary courts.

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Government and Citizens	G	2			Support and enhance the programmatic and administrative operations of the Offices of Solicitor							
	S	2.1			Provide administrative support for the Offices of Solicitor							
	M		2.1.1		Delivery of quality human resources, state funding, and budgetary assistance to the 16 Circuit Solicitors and their administrative assistants (one assistant per Circuit Solicitor); and assistance with funding efforts to improve prosecutor retention and caseload equalization among circuits.	Provided ongoing assistance & support on a daily basis in FY 19	Provide ongoing assistance & support on a daily basis	07/01/19-06/30/20	Human resource, funding allocation and budget assistance--provided by SCCPC throughout year.	Discussions with Circuit Solicitors	Contributes to the successful operation of the Offices of Solicitor, reduces prosecutor turnover rates, and enhances the level of experience contained within the Offices of Solicitor.	
	M		2.1.2		Delivery of administrative and programmatic support to diversion program coordinators and victim advocates within the Offices of the Solicitor.	Provided ongoing assistance & support on a daily basis in FY 19	Provide ongoing assistance & support on a daily basis	07/01/19-06/30/20	Administrative and programmmatic support--provided by SCCPC throughout year.	Discussions with Circuit Solicitors, diversion program directors and victim advocates	Facilitates the development, implementation and/or distribution of statutory reporting requirements, communication with other Solicitors' offices and criminal justice partners, procedures, educational resources, trainings, meetings and information.	
	M		2.1.3		Assistance with the development and implementation of sound financial management practices and protocol for the Offices of Solicitor.	Provided research, assistance & support as requested by commission members.	Provide research, assistance & support	07/01/19-06/30/20	Protocol--development and completion by the SCCPC's Circuit Solicitor Office Finances Task Force expected by 2/28/2020.	As developed by the SCCPC Task Force and approved by the SCCPC	Enhances the professionalism and effectiveness of the Offices of Solicitor, ensures fair and just administration of justice, and supports the Circuit Solicitors by providing standards and measures to continually improve the financial management of and recordkeeping within their offices.	
	S	2.2			Provide legal support and training for the Offices of Solicitor to enable uniform application of laws, standards, procedures, analysis and resources							
	M		2.2.1		Develop, coordinate and conduct regular training and continuing education for Circuit Solicitors, prosecutors and staff.	13 trainings/ 134.25 credit hours/ 1,017 people	15-20 trainings/ 100 credit hours/ 1,000 people	07/01/19-06/30/20	SCCPC--throughout the year	Number of trainings held, continuing education credit hours offered, and persons trained.	Enhances the professionalism and effectiveness of South Carolina's Solicitors and their staff, and ensures the fair and just administration of justice. In In FY 19, there were fewer trainings compared with FY 18 primarily due to having to reschedule and re-organize in the same fiscal year the annual 700+ person Solicitors' Conference as a result of the impacts from Hurricane Florence.	

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.2.2	Delivery of technical legal assistance, legislative updates and judicial/case law updates to the Offices of Solicitor in all sixteen circuits.	16 circuits	16 circuits		07/01/19-06/30/20	SCCPC--daily	Number of Circuits assisted with feedback from Circuit Solicitors and staff.	Enhances the knowledge, skills, ethics, professionalism, and effectiveness of South Carolina's Solicitors and their staff, and ensures the fair and just administration of justice.
	M			2.2.3	Identification of and communication on local, state and national issues; trends; legislation and case law affecting prosecutors and their criminal justice partners.	Provided ongoing assistance & support on a daily basis in FY 19	Provide ongoing assistance & support on a daily basis		07/01/19-06/30/20	SCCPC--throughout the year	Feedback from Solicitors	Ensures that South Carolina's Solicitors and their staff are current on the law and emerging issues so as to ensure the fair and just administration of justice.
	S			2.3	Assist with the development of a comprehensive offender database that tracks participation in and measures the success of diversion programs							
	M			2.3.1	Identification of specific needs and goals for a new diversion programs database and delivery of requested information and assistance to SLED for the completion of a real-time secure directory listing of participants of all diversion programs that, because of the sensitivity of information regarding program participants, is only accessible by SLED, the Commission, and the Offices of Solicitor, under which all diversion programs operate.	In FY 19, completed needs and goals for a new diversion database being developed under contract with SLED; assisted and delivered information as requested to SLED	Identify needs and goals for a new diversion database being developed under contract with SLED; assist and deliver information as requested to SLED; launch new database in March 2020.		07/01/19-06/30/20	SCCPC, Circuit Directors of Diversion Programs & SLED--upon request	Feedback from Solicitors, Staff, and SLED	When complete, the new diversion programs database will support participant data and programmatic information and analysis of all diversion programs operating under Offices of Solicitor, and will be used to verify offender eligibility, monitor participant progress and assess the program effectiveness. (NOTE: Current diversion directory, which is maintained by SLED, is limited to Pre-trial Intervention program participants only, is antiquated, and has frequent accessibility issues, leaving the process of verifying of program eligibility time consuming and unsound.)

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.3.2	Facilitate the collection and correction of diversion program data maintained in the existing database with SLED and diversion program directors and staff in the Offices of Solicitor for migration into the new diversion database/directory being developed under contract with SLED.	August 2019- Information on data entries requiring correction received; facilitation of corrections with Offices of Solicitor started	Enable and provide assistance to migrate existing database entried to a new diversion database as contracted with SLED		08/01/19-01/31/20	SCCPC, Circuit Directors of Diversion Programs & SLED-- upon request	Correction and clarification of existing database entries facilitated with Circuit Directors of Diversion Programs as directed by SLED.	See 2.3.1. File entries requiring correction in order to be migrated to the new database were identified and explained by SLED in August 2019. Diversion program staff in the Offices of Solicitor are making necessary corrections or have completed all corrections. The SCCPC is assisting the circuits to ensure that as much information from the existing database as possible can be migrated into the new database.
	M			2.3.3	Final testing and implementation of the new diversion database/directory.	Testing and go-live date for the new database to be determined by SLED; expected to occur in FY 20	Enable testing and a go-live date for the new database in FY 20		11/01/19-06/30/20	SCCPC, Circuit Directors of Diversion Programs & SLED-- upon request	Feedback from Solicitors, Staff, and SLED	See 2.3.1
	S			2.4	Support the programmatic operations of the Offices of Solicitor							
	M			2.4.1	Support efforts to maintain balance between the numbers of full-time support staff and prosecutors working in the Offices of Solicitor, subject to the needs of each circuit and the availability of funding.	714 Support Staff FTEs to 433 Total Prosecutor FTEs = 1.65 to 1 Ratio	1.75 Support Staff FTEs to 1 prosecutor FTE		07/01/19-06/30/20	Number of support staff and prosecutors -- provided by Solicitors upon request (NOTE: The ability to meet this measure is contingent on the appropriation of funding to hire and maintain additional support staff at a ratio of 1.75 support staff FTEs to 1 prosecutor FTE.)	The calculation of support staff FTEs per circuit includes investigators, victim/witness advocates, diversion program coordinators, paralegals and administrative staff. The calculation of 1.75 support staff per 1 prosecutor does not include additional support staff that would be needed for the implementation or expansion of additional programs or services.	Supports Circuit Solicitors' efforts to efficiently move cases in a manner that promotes justice, reduces general sessions prosecutor caseloads, and allows for an increase in the volume of warrants disposed of annually. Also supports the operation of diversion programs and other treatment services under the Solicitors' offices for eligible offenders. As the volume of new incoming warrants increases, the number of prosecutors and support staff should also increase to handle the additional workloads. Solicitors' current funding levels do not enable hiring additional FTEs or limit attrition.

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.4.2	1) Development and implementation of a Statewide Diversion Programs Comprehensive Enhancement Plan ("Diversion CEP") that identifies areas of success, need, and improvement in solicitor diversion programs and identifies strategies and actions for the continued improvement and availability of diversion programs in the Offices of Solicitor; 2) Continued assistance with and coordination of efforts of the following three working groups, which are compried of SCCPC staff, general sessions and juvenile prosecutors, and all sixteen Circuit Directors of Diversion Programs: i) Data and Measurements of Success; ii) Community; and iii) External Feedback; and 3) Completion of a final report of approved recommendations to the Commission and Circuit Solicitors for implementing diversion program changes within the Offices of Solicitor, pursuing statutory changes, and requesting funding for diversion program operations and resources.	Identified project goals, established working groups, cooordinat-ed and held meetings	Development and Commission approval of recommend-ations and implement-ation of the approved plan		07/01/19-06/30/21	SCCPC & Circuit Directors of Diversion Programs--upon completion of the Diversion CEP	Implementation of strategies and recommendations identified in the Diversion CEP	Upon completion of a final report, the Diversion CEP will identify the needs of South Carolina’s diversion programs and present strategies and action plans to address those needs as follows: (1) Internal actions and strategies that can be made within the diversion programs with current resources; (2) Legislative proposals to address issues identified; and (3) Funding needs and budget request priorities based on observations and data collected from the three working groups. The initial recommendations of the working groups will be presented to the Commission and Circuit Solicitors for approval and incorporation in a final report.
Government and Citizens	G		3		Operate in an effective and efficient manner that enables staff to accomplish the mission of the agency							
	S		3.1		Enable staff to perform job duties, work effectively and efficiently, and accomplish the agency's mission by providing appropriate technology and staffing support							
	M			3.1.1	1) Identification of SCCPC staffing and resources necessary for the agency to operate; accomplish increased requirements and demands; support and train the Offices of Solicitor; and maintain service levels for the Offices of Solicitor and keep pace with funding, programmatic and staffing increases and expansion in the Solicitors' offices. 2) Communication of additional funding and FTE authorization required to acquire staffing and resource needs identified. 3) Use of funding and authorization received for the intended purposes.	For FY 20 A) General Fund Distribution= 2.96% Agency-retained /97.04% Pass-through B) New Funding= \$392,900 Requested / \$0 received C) New FTEs= 3 requested / 0 received	A) 8% of total general fund budget agency-retained; B) receipt of requested funding; C) Receipt of requested FTEs		07/01/19-06/30/21	General Assembly--passage of General Appropriations Act; SCCPC & Solicitors--upon receipt of funding	A) Of total general funds received, the percentage of both pass-through and agency-retained funding compared to the historical funding distribution using the same funding distribution ratio; B) funding increase received annually compared to percent requested; & C) New FTEs authorized compared to the number requested.	Allows SCCPC staff to perform their duties; keep pace with funding, programmatic and staffing growth in the Offices of Solicitor and maintain service levels; and accomplish increased judicial and legislative demands and requirements. The services provided by, demands placed upon and caseloads of the Offices of Solicitor have significantly increased. These increases require enhanced prosecutor training and continuing legal education, and additional support and assistance from the SCCPC; however, the percentage of the agency's available funding as a percentage of all state-funding for prosecution has declined from 9.14% to 2.96%.

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			3.1.2	Acquisition of additional agency legal and administrative staff to assist with existing projects and begin other projects and initiatives that are on hold due to current staff workloads, and to create balance in the number of funded and authorized Administration FTEs within the SCCPC compared to it's parallel agency partner, the SC Commission on Indigent Defense. This measure may only be achieved with additional General Fund appropriations and FTEs.	5 FTEs	Administration Staff= 9.5 FTEs		07/01/19-06/30/20	General Assembly--passage of General Appropriations Act; SCCPC--upon receipt of funding	The number of state-funded and authorized Administration Staff FTEs at the SCCPC compared to the same number at the SC Commission on Indigent Defense (SCCID), currently 9.5 FTEs, and the need for staff relative to workloads and open projects and developed initiatives in line to begin work on.	Creates balance in the staffing of agencies with similar missions. In this case, the SCCPC and SCCID are both state agencies and criminal justice partners performing very similar work. The SCCPC serves the State's 16 Circuit Solicitors and their offices while the SCCID serves the State's 16 Public Defenders and their offices.
	M			3.1.3	Delivery of sufficient resources for staff, including software and technology that enables staff to accomplish the responsibilities of the agency, equipment and materials for the development and performance of trainings, and educational opportunities for career development. Communication of additional funding necessary for the acquisition and implementation of resources identified.	\$0	Funding for a new data collection software system and expenses of trainings developed and held by the SCCPC		07/01/19-06/30/20	SCCPC--daily	Feedback from SCCPC Staff and Solicitors	Allows SCCPC staff to perform their duties.
	S			3.2	Provide non-confidential information, as appropriate, requested by citizens, governmental entities, and non-governmental entities outside the Offices of the Solicitor							
	M			3.2.1	Delivery of information and/or documentation to individuals and the public (including subpoenas and Freedom of Information Requests).	Provided as requested in FY 19	Deliver info. and documents as requested		07/01/19-06/30/20	SCCPC--upon request	Public feedback	Satisfies legal obligation and promotes public trust.
	M			3.2.2	Timely response to inquiries and requests for assistance from federal, state, county and local governmental entities.	Provided timely responses as requested in FY 19	Provide timely responses as requested		07/01/19-06/30/20	SCCPC--upon request	Feedback from requesting entities	Satisfies legal obligation and promotes public trust.
	M			3.2.3	Timely response to inquiries and requests for assistance from non-governmental criminal justice and affiliated or interested entities.	Provided timely responses as requested in FY 19	Provide timely responses as requested		07/01/19-06/30/20	SCCPC--upon request	Feedback from requesting entities	Satisfies legal obligation and promotes public trust.

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Government and Citizens	G	4			Strengthen and modernize the collection, analysis and distribution of meaningful criminal justice data							
	S	4.1			Enable the collection and analysis of prosecution data to address community needs, improve public safety and pursue justice goals, and streamline and maximize the accuracy and efficiency of existing statewide reporting requirements.							
	M			4.1.1	Development and implementation of a Prosecution Data Collection System maintained by the SCCPC to streamline and maximize the accurate and efficient collection of existing statewide reporting requirements, analyze case data and trends, and measure the programmatic and operational effectiveness of the Offices of Solicitor; acquisition of SCCPC IT staff for IT hardware and software development, database and technology management, and both agency and circuit solicitor IT support and coordination, subject to the availability of funding.	\$0 / 0 FTEs	\$377,000 Recurring / \$506,000 Non-Recurring / 2 FTEs to the SCCPC for a Prosecution Data Collection System and IT staff	07/01/19-06/30/20	General Assembly--passage of General Appropriations Act; SCCPC--upon receipt of funding	Amount of general funds appropriated and distributed to the SCCPC for Agency Technology and IT Staff	SCCPC Funding and FTE authorization for a Prosecution Data Collection System and IT staff will enable the SCCPC to acquire its first IT staffing and acquire basic software for the collection and analysis of statewide circuit solicitor data and information. A data collection system is vital to enable staff to carry out the mission of the agency and support the Offices of Solicitor. These measures will enhance the performance and efficiency of the SCCPC; enable centralized IT support for and data collection, reporting and sharing among the Offices of Solicitor and SCCPC office; and promote the development and collection of uniform data measurements.	
	M			4.1.2	A) Support and coordinate Circuit Solicitor acquisition and implementation of Prosecution Case Management Systems and IT Infrastructure to replace existing case management systems that are 20 years old and do not support interface with other databases or case management systems, despite that current solicitor and court systems were intended to interface with one other and, under the direction of the Judicial Department, were developed simultaneously by the same developer. B) Implement specifications and requirements for and manage Circuit Solicitor acquisition of prosecution case management systems, upon funding required to do so, to: i. enable solicitors to acquire systems tailored to their specific needs, ii. implement uniform data metrics, iii. ensure interface compatibility with other solicitor's prosecution case management systems, and iv. allow for interface with and/or data pushing to existing or future centralized databases managed by the SCCPC, Judicial Department, law enforcement and/or other criminal justice partners.	\$0	\$1,609,600 Recurring / \$2,704,000 Non-Recurring new funding	07/01/19-06/30/20	General Assembly--passage of General Appropriations Act; SCCPC & Solicitors--upon receipt of funding	Amount of general funds appropriated and distributed to the Offices of Solicitor for IT Infrastructure and Prosecution Case Management Systems.	Circuit Solicitor Funding of IT Infrastructure and Prosecution Case Management Systems will support interface with other circuit solicitors and courts, and allows for accurate and uniform data collection and reporting. Interface and connectivity with courts, law enforcement, public defenders and other criminal justice partners is not possible until Circuit Solicitors are able to purchase and maintain modern prosecution case management systems capable of supporting interface and connectivity.	

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2019-2020
Accountability Report

Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	S	4.2			Lead the development and coordination of efforts that promote the modernization and efficient sharing and transfer of data between criminal justice partners							
	M			4.2.1	Enable Circuit Solicitor acquisition and implementation of cloud-based evidence management software with accessibility for criminal justice partners, subject to the availability of funding.	\$0	\$1,609,600 Recurring / \$2,704,000 Non-Recurring		07/01/19-06/30/20	General Assembly--passage of General Appropriations Act; SCCPC--upon receipt of funding	Amount of general funds appropriated and distributed to the Offices of Solicitor for IT Infrastructure and Prosecution Case Management Systems.	Funding of IT Infrastructure and Prosecution Case Management Systems will support acquisition of evidence management software to: (1) maximize access to and storage of discovery; (2) enable efficient communication, information-sharing and data-transfer between prosecutors, law enforcement agencies, public defenders and judges; (3) reduce travel and other costs associated with delivering discovery; and (4) alleviate a portion of law enforcement data storage needs and expenses.
	M			4.2.2	Enable the transfer of statistical data to court administration for the reporting of high-level statewide reports.	\$0	\$1,609,600 Recurring / \$2,704,000 Non-Recurring		07/01/19-06/30/20	General Assembly--passage of General Appropriations Act; SCCPC--upon receipt of funding	Amount of general funds appropriated and distributed to the Offices of Solicitor for IT Infrastructure and Prosecution Case Management Systems.	Funding of IT Infrastructure and Prosecution Case Management Systems will enable interface with clerks of court and Court Administration, and the transfer of accurate prosecution statistical data as required by the Judicial Department.

Agency Name:	PROSECUTION COORDINATION COMMISSION		
Agency Code:	E210	Section:	60

Fiscal Year 2018-2019
Accountability Report

Program Template

Program/Title	Purpose	FY 2018-19 Expenditures (Actual)				FY 2019-20 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Administration	Provides and fulfills long-range planning, communication, information, reporting, legal counsel, training, financial accounting, administrative support and procurement services and obligations for the agency, which includes the coordination of administrative functions for the Offices of Solicitor	\$ 702,664	\$ -	\$ 125,381	\$ 828,045	\$ 587,119	\$ -	\$ 318,591	\$ 905,710	2.1.1, 2.1.2, 2.1.3, 2.2.1, 2.2.2, 2.2.3, 2.3.1, 2.3.2, 2.3.3, 3.1.1, 3.1.2, 3.1.3, 3.2.1, 3.2.2, 3.2.3, 4.1.1, 4.1.2, 4.1.3, 4.1.2, 4.2.1, 4.2.2
II. Offices of Circuit Solicitors	Fulfills constitutional and statutory requirements to prosecute criminal cases in South Carolina, oversee the operation of diversion programs, and provide services for victims of crimes	\$ 24,895,920	\$ 6,122,035	\$ -	\$ 31,017,955	\$ 25,750,607	\$ 8,325,000	\$ -	\$ 34,075,607	1.1.1, 1.1.2, 1.1.3, 1.2.1, 1.3.1, 2.3.1, 2.3.2, 2.3.3, 4.1.2, 4.2.1, 4.2.2
III. Employee Benefits	Allocates employer contributions for employee health insurance and retirement benefits									2.1.1, 2.1.2, 3.1.1, 3.1.2,
	Administration (Agency)	\$ 146,592	\$ -	\$ 26,447	\$ 173,039	\$ 237,557	\$ -	\$ 36,992	\$ 274,549	
	Offices of Circuit Solicitor	\$ 1,752,457	\$ -	\$ -	\$ 1,752,457	\$ 2,500,085	\$ -	\$ -	\$ 2,500,085	
	TOTAL:	\$ 1,899,049	\$ -	\$ 26,447	\$ 1,925,496	\$ 2,737,642	\$ -	\$ 36,992	\$ 2,774,634	
AGENCY TOTAL (Administration & Employee Benefits):		\$ 849,256	\$ -	\$ 151,828	\$ 1,001,084	\$ 824,676	\$ -	\$ 355,583	\$ 1,180,259	
SOLICITOR TOTAL (Offices of Circuit Solicitors & Employee Benefits):		\$ 26,648,377	\$ 6,122,035	\$ -	\$ 32,770,412	\$ 28,250,692	\$ 8,325,000	\$ -	\$ 36,575,692	
COMBINED TOTAL (ALL):		\$ 27,497,633	\$ 6,122,035	\$ 151,828	\$ 33,771,497	\$ 29,075,368	\$ 8,325,000	\$ 355,583	\$ 37,755,951	

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
1	1-5-40	State	Statute	Provides that the Secretary of State is to monitor positions on SCCPC's Commission.	No	No		
2	1-7-910	State	Statute	Creates SCCPC.	No	No		
3	1-7-920	State	Statute	Sets out the Commission membership for SCCPC.	No	No		
4	1-7-930	State	Statute	Sets out process of filling vacancies on SCCPC Commission.	No	No		
5	1-7-940	State	Statute	Outlines the duties of SCCPC: (1) coordinate all administrative functions of the Solicitors' offices and any affiliate services; (2) submit the budgets of the Solicitors and their affiliate services to the General Assembly; (3) encourage and develop legal education programs and training programs for solicitors and their affiliate services, organize and provide seminars to help increase the effectiveness and efficiency of the prosecution of criminal cases in this State, act as a clearinghouse and distribution source for publications involving solicitors and their affiliate services, and provide legal updates on matters of law affecting prosecution of criminal cases; and (4) provide blank indictments for the Solicitors.	Yes	Yes	Other service or product our agency must/may provide	Requires SCCPC to (1) coordinate all administrative functions of the Solicitors' offices and any affiliate services; (2) submit the budgets of the Solicitors and their affiliate services to the General Assembly; (3) encourage and develop legal education programs and training programs for solicitors and their affiliate services, organize and provide seminars to help increase the effectiveness and efficiency of the prosecution of criminal cases in this State, act as a clearinghouse and distribution source for publications involving solicitors and their affiliate services, and provide legal updates on matters of law affecting prosecution of criminal cases; and (4) provide blank indictments for the Solicitors.
6	1-7-950	State	Statute	Provides process for electing Chair and any other officers and determining quorum for SCCPC Commission	No	No		
7	1-7-960	State	Statute	Provides for the hiring of an Executive Director and other staff as needed.	No	No		
8	1-7-970	State	Statute	Provides that members of SCCPC Commission shall serve without pay, but are allowed expenses and Executive Director to approve any vouchers for such to be paid out of appropriations for SCCPC operating expenses.	No	No		
9	1-7-980	State	Statute	Provides that SCCPC operating funds must be derived from the per capita funding for State services for Solicitors based upon a formula to be determined by the Commission.	No	No		
10	1-7-990	State	Statute	Provides that SCCPC may promulgate regulations necessary to perform its required duties.	No	No		

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
11	8-11-260	State	Statute	Provides that SCCPC employees are exempt from Article 3, Chapter 11, Title 8 (personnel administration and grievance procedure).	No	No		
12	8-13-770	State	Statute	Provides that members of the General Assembly are allowed to serve on SCCPC Commission.	No	No		
13	8-17-370	State	Statute	Provides that SCCPC employees are exempt from Article 5, Chapter 17, Title 8 (State employee grievance procedure).	No	No		
14	8-21-320	State	Statute	Provides that a portion of fees assessed on motions filed in common pleas and family courts (the first \$450,000 of fees collected) are to be used to fund drug court in the Third, Fourth, and Eleventh Judicial Circuits (funds are to pass through SCCPC)	Yes	Yes	Distribute funding to another entity	
15	14-1-204 (B)(1)	State	Statute	Provides that a portion (4.37%) of \$50 filing fee paid for filing complaints or petitions in common pleas and family court to be distributed to SCCPC to be retained, expended, and carried forward (other distributions are 67.96% to Judicial Department; 11.30% to SCPPP; and 16.37% to SCCID - 14.56% to Defense of Indigents per capita and 1.81% to Division of Appellate Defense.	No	No		
16	14-1-212	State	Statute	Provides that a portion (18.50%) of \$25 surcharge imposed on all fines, forfeitures, escheatments, or other monetary penalties imposed on all misdemeanor traffic offenses or non-traffic violations are distributed to Solicitors (pass through SCCPC)	Yes	Yes	Distribute funding to another entity	
17	14-1-213	State	Statute	\$150 surcharge on all drug convictions distributed to solicitors to be used only for drug courts (pass through SCCPC)	Yes	Yes	Distribute funding to another entity	
18	16-1-130	State	Statute	Exempts diversion programs operated by SCCPC and Solicitors from statutory eligibility guidelines.	No	No		
19	16-3-1430	State	Statute	Provides that SCCPC Executive Director or his designee is to serve on the Victim Services Coordinating Council.	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
20	16-3-1525	State	Statute	While imposing obligations on prosecuting agencies to notify victims of bond and juvenile detention hearings, exempts SCCPC and the Solicitors' Offices from requirement that a victim must be notified before a defendant released from diversion programs administered by SCCPC or the Solicitor's Office.	No	No		
21	16-3-2050	State	Statute	Provides that a representative from SCCPC is to serve on the South Carolina Attorney General's interagency task force on the prevention of trafficking in persons.	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
22	16-17-530(D)	State	Statute	Provides that SCCPC is to apportion funds collected for conditional discharges of public disorderly conduct among the 16 judicial circuit Solicitors on a per capita basis equal to the population in that circuit compared to the population of the State as a whole based on the most recent official United States census, with funds for use solely for drug treatment court programs only.	Yes	Yes	Distribute funding to another entity	
23	16-25-720	State	Statute	In addition to requiring the Solicitors to each create a Circuit Domestic Violence Fatality Review Committee, and addressing membership and process, requires SCCPC to develop protocols for use by those Committees and by coroners and others conducting autopsies of persons who either died from or were a victim of domestic violence prior to death.	Yes	Yes	Other service or product our agency must/may provide	Requires SCCPC to develop protocols for use by those Committees and by coroners and others conducting autopsies of persons who either died from or were a victim of domestic violence prior to death.
24	17-22-30	State	Statute	Provides authority for the Solicitors to establish pre-trial intervention program, and requires SCCPC to oversee administrative procedures for such programs.	Yes	Yes	Other service or product our agency must/may provide	Requires SCCPC to oversee administrative procedures for such programs.
25	17-22-40	State	Statute	Creates the office of pretrial intervention coordinator within SCCPC to assist in establishing and maintaining the Solicitors' pre-trial intervention program, and requires that such be funded by an appropriation to SCCPC in the general appropriation act.	Yes	Yes	Other service or product our agency must/may provide	Requires creation of the office of pretrial intervention coordinator within SCCPC to assist in establishing and maintaining the Solicitors' pre-trial intervention program.
26	17-22-130	State	Statute	Provides for creation and retention of intervention records by the Solicitors; provision of information to SLED, and sharing of information with SCCPC for its compilation of annual reports.	Yes	Yes	Other service or product our agency must/may provide	Requires access to information for purpose of creating report.
27	17-22-310	State	Statute	Provides authority for the Solicitors to establish traffic education programs, requires each program to include a community service and educational component, and requires SCCPC to oversee administrative procedures for such programs.	Yes	Yes	Other service or product our agency must/may provide	Requires SCCPC to oversee administrative procedures for TEP programs.
28	17-22-350(B) & (C)	State	Statute	Provides that Traffic Education Programs \$140 application fee for Summary Court level offenses - after 9.17% is paid to county government the balance is paid to treasurer and 6.74% distributed to solicitors per capita	Yes	Yes	Distribute funding to another entity	
29	17-22-360	State	Statute	Requires that each Solicitor with a traffic education program submit an annual report to the SCCPC, who shall make the reports available for public inspection. Also provides that SCCPC may establish guidelines for the annual reports, in addition to those set out in statute.	Yes	Yes	Report our agency must/may provide	

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
30	17-22-370	State	Statute	Requires the Solicitors to provide identifying information on all participants in the traffic education programs to SCCPC for use in determining eligibility for a traffic education program.	Yes	Yes	Other service or product our agency must/may provide	Requires Solicitors to provide information on TEP participants and SCCPC to use such in determining individuals' eligibility for participation in a TEP.
31	17-22-510	State	Statute	Provides authority for the Solicitors to establish alcohol education program, requires each program to include a community service and educational component, and requires SCCPC to oversee administrative procedures for such programs and consult with DAODAS before approving such.	Yes	Yes	Other service or product our agency must/may provide	Requires SCCPC to oversee administrative procedures for AEP programs and consult with DAODAS before approving such.
32	17-22-530	State	Statute	Provides for disposition of cases of successful and unsuccessful completion of an alcohol education program, and retention of records by SCCPC to ensure that a person does not benefit from the provisions of this article more than once.	Yes	Yes	Other service or product our agency must/may provide	Requires SCCPC to retain records to ensure that a person does not participate in an AEP more than once.
33	17-22-560	State	Statute	Requires the Solicitors to provide identifying information on all participants in the alcohol education programs to SCCPC for use in determining eligibility for an alcohol education program.	Yes	Yes	Other service or product our agency must/may provide	Requires Solicitors to provide information on AEP participants and SCCPC to use such in determining individuals' eligibility for participation in an AEP.
34	17-22-1120	State	Statute	Requires SCCPC to collect data on all programs administered by a circuit solicitor, SCCPC, or a court, which divert offenders from prosecution to an alternative program or treatment, to provide an annual report to the Sentencing Reform Oversight Committee, and to make the annual report available for public inspection.	Yes	Yes	Report our agency must/may provide	
35	43-35-310	State	Statute	Provides that SCCPC Executive Director or his designee is to serve on the Adult Protection Coordinating Council.	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve	
36	44-53-450(C)	State	Statute	Provides that conditional discharge fees (\$350 in General Sessions Court and \$150 in summary court) are to be distributed to solicitors per capita to be used only for drug courts (pass through SCCPC)	Yes	Yes	Distribute funding to another entity	
37	Section 60, Part 1A, 2019 Appropriations Act	State	Statute	State funds provided for Solicitors' Offices	Yes	Yes	Distribute funding to another entity	
38	Proviso 59.10, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that, if funds in the South Carolina Victims' Compensation Fund exceed the amount required to operate the State Office of Victims Assistance and pay claims of crime victims, the first \$650,000 of such excess must be used for Victim/Witness programs by distribution to Judicial Circuits based on a formula and criteria developed by the policy committee.	No	No		

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
39	Proviso 60.1, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides for the salary of Solicitors (not less than a full-time circuit court judge) to be paid from pass-through funding appropriated to the SCCPC.	No	Yes	Distribute funding to another entity	
40	Proviso 60.2, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides for a \$1,000 monthly expense allowance for each Circuit Solicitor to be paid from pass-through funding appropriated to the SCCPC.	No	Yes	Distribute funding to another entity	
41	Proviso 60.3, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides for the apportionment of Judicial Circuits (16) State Support among the circuits to be paid from pass-through funding appropriated to the SCCPC.	No	Yes	Distribute funding to another entity	
42	Proviso 60.4, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Authorizes circuit solicitors to carry forward unexpended balances for the operation of the solicitors office relating to operational expenses.	No	No		
43	Proviso 60.5, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that amounts appropriated by the General Assembly for solicitors' offices shall be in addition to any amounts presently being provided by the county for these services and may not be used to supplant funding already allocated for such services without any additional charges, and requires the Solicitors to notify the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee if a county reduces the amount of support provided to the solicitors office below the level provided in the prior fiscal year.	No	No		
44	Proviso 60.6, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that when funds are available, amounts appropriated and authorized in Part IA, Section 60 for Solicitors Victim/Witness Assistance Programs shall be apportioned among the circuits and sets out the manner of apportionment. Such funding shall be distributed from pass-through funding appropriated to the SCCPC.	Yes	Yes	Distribute funding to another entity	
45	Proviso 60.7, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that the amount appropriated for criminal domestic violence prosecution shall be apportioned among the circuits on a pro-rata basis. Such funding shall be distributed from pass-through funding appropriated to the SCCPC. Also requires SCCPC to collect and retain non-privileged information and data regarding criminal domestic violence prosecution and provide the General Assembly with an annual report. (This proviso is included twice in the Laws Chart because it imposes two deliverables - it is here for the deliverable of disbursing funds to the Solicitors' Offices.)	Yes	Yes	Distribute funding to another entity Report our agency must/may provide	

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
46	Proviso 60.8, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that amounts appropriated for Victim/Witness Programs must be apportioned among the circuits equally from pass-through funding appropriated to the SCCPC; requires that such funds must be used only for the purpose of establishing a Victim/Witness Program; sets out minimum services to be provided by a Victim/Witness Program; provides that the amounts appropriated by the General Assembly for solicitors offices shall be in addition to any amounts presently being provided by the county for these services and may not be used to supplant funding already allocated for such services; provides that any reduction by any county in funding for victim assistance programs in solicitors offices shall result in a corresponding decrease of state funds provided to the solicitors office in that county for victim assistance services; and requires that each Solicitor submit an annual financial and programmatic report describing the use of these funds to the Governor, the Attorney General, the Chairman of the Senate Finance Committee, and the Chairman of the House Ways and Means Committee.	Yes	Yes	Distribute funding to another entity	
47	Proviso 60.9, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that amounts appropriated for driving under the influence prosecution shall be apportioned among the circuits on a pro-rata basis from pass-through funding appropriated to the SCCPC; and requires SCCPC to collect and retain non-privileged information and data regarding driving under the influence prosecution and provide the General Assembly with an annual report.	Yes	Yes	Distribute funding to another entity Report our agency must/may provide	
48	Proviso 60.10, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that amounts appropriated for violent crime prosecution shall be apportioned among the circuits on a pro-rata basis	Yes	Yes	Distribute funding to another entity	
49	Proviso 60.11, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides for the distribution of Solicitor caseload equalization funding to be paid from pass-through funding appropriated to the SCCPC.	Yes	Yes	Distribute funding to another entity	
50	Proviso 60.12, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides for the distribution of summary court domestic violence prosecution funding to be paid from pass-through funding appropriated to the SCCPC.	Yes	Yes	Distribute funding to another entity	
51	Proviso 67.6, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides for the distribution of funding for juvenile arbitration programs to all solicitors and for a community advocacy program in the First Judicial Circuit to be paid from pass-through funding appropriated to SCDJJ.	No	No		
52	Proviso 117.61, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Provides that hiring salaries and salary increases for the agency heads of SCCPC and SCCID shall be subject to all provisions related to agency heads covered by the Agency Head Salary Commission.	No	No		

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019

Accountability Report

Agency Code: E210 Section: 60

Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
53	Proviso 117.62, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Creates the Prosecutors and Defenders Public Service Incentive Program, which allows up to \$5,000 reimbursement per year (not to exceed \$40,000 total) for law school student loan payments based upon years of service and student loan. Also provides that the Prosecutors and Defenders Public Service Incentive Program, when funded, be administered by SCCPC and imposes reporting obligations in regard to the Program.* This program is not currently funded.	Yes	Yes	Other service or product our agency must/may provide Report our agency must/may provide	Requires SCCPC to administer loan repayment program and distribute funding to qualified individuals (program not currently funded by General Assembly).
54	Proviso 117.106, Part 1B, 2019 Appropriations Act	State	FY 2019-20 Proviso	Requires SCCPC and SCCID to provide detailed expenditure reports and associated revenue streams for each individual circuit, revenue streams shall include, but not be limited to, state funds, local funds, federal funds, and also nongovernmental sources of funds, by no later than September first, on the prior fiscal year, to the appropriate commission, and then provide the Chairman of the House Ways and Means Committee and Chairman of the Senate Finance Committee with a combined report by September fifteenth of the current fiscal year.	Yes	Yes	Report our agency must/may provide	
55	S.C. Constitution Article V, Section 24	State	Constitution	Provides for, among other things, the office and election of the 16 Circuit Solicitors, their term of office, gives the General Assembly the authority to establish the requirements for the office of Solicitor, and designates the Attorney General as the chief prosecuting office of the state with the authority to supervise the prosecution of all criminal cases in courts of record.	No	No		

Customer Template				
Service/Product Provided to Customers	Customer Segments	<u>Specify only for the following Segments:</u> (1) <u>Industry:</u> Name; (2) <u>Professional Organization:</u> Name; (3) <u>Public:</u> Demographics.	Divisions or Major Programs	Description
Administrative support for the Offices of Solicitor	Local Govts.		Administration	Support and enhance the administrative services of the Offices of Solicitor
Training and continuing education for Circuit Solicitors, prosecutors and staff	Local Govts.			Support and enhance the programmatic services of the Offices of Solicitor
Provision of technical assistance to Circuit Solicitors, prosecution and staff	Local Govts.		Administration	Support and enhance the programmatic services of the Offices of Solicitor through the provision of legal and other assistance
Coordination of and assistance with tools, procedures, training, education, and reporting for statewide diversion programs and victim advocacy services	Executive Branch/State Agencies Legislative Branch Local Govts.			Oversee Circuit Solicitors' diversion programs and victim advocacy services
Training and continuing education for non-Solicitor prosecutors, law enforcement, and others in the criminal justice system			Administration	Support and enhance the programmatic services of the Offices of Solicitor and other prosecution offices
Preparing and distributing information on changes to or interpretation of the law to Circuit Solicitors, prosecutors and staff			Administration	Support and enhance the programmatic services of the Offices of Solicitor and other prosecution offices
Sharing information on changes to or interpretation of the law to law enforcement			Administration	Support and enhance the programmatic services of the Offices of Solicitor and other prosecution offices (through spreading of awareness of changes in the law)
Hire, support (through adequate training, human resources, and career development support), and maintain appropriate staffing (both in numbers & experience) to accomplish the responsibilities and goals of the Commission on Prosecution Coordination	Executive Branch/State Agencies Legislative Branch Local Govts.			To the extent sufficient resources are made available to the agency (funding, authority, etc.), provide complete operational support for the Commission on Prosecution Coordination in accordance with its mission
Information, documentation, analysis, legislative assistance, and program development assistance outside the Offices of Solicitor and Commission on Prosecution Coordination	Executive Branch/State Agencies Legislative Branch Judicial Branch Local Govts. General Public	All demographics		Respond to inquiries and requests
<u>Current Services:</u> Manual collection of data from multiple sources, which are manually transferred and organized into formatted spreadsheets for the distribution and study of reports. <u>Proposed Services:</u> To the extent sufficient resources are made available (funding, authority, etc.), develop a technology plan for Circuit Solicitors for coordinated technology and data security services and real-time data interface for automatic accurate information collection for the distribution and study of reports.	Executive Branch/State Agencies Legislative Branch Judicial Branch Local Govts.			Collect and report criminal justice and expenditure data
Gather and provide information, collaborate with criminal justice partners, and assist with the development and implementation of initiatives	Executive Branch/State Agencies Legislative Branch Local Govts. General Public	All demographics		Serve on Victim Services Coordinating Council
Gather and provide information, collaborate with criminal justice partners, and assist with the development and implementation of initiatives	Legislative Branch			Serve on Sentencing Reform Oversight Committee
Gather and provide information, collaborate with criminal justice partners, and assist with the development and implementation of initiatives	Legislative Branch General Public	All adults		Serve on Adult Protection Coordinating Council
Gather and provide information, collaborate with criminal justice partners, and assist with the development and implementation of initiatives	Executive Branch/State Agencies General Public	All demographics		Serve on Attorney General interagency task force on preventing human trafficking

Agency Name:		PROSECUTION COORDINATION COMMISSION			Fiscal Year 2018-2019 Accountability Report
Agency Code:		E210	Section:	60	
Customer Template					
Service/Product Provided to Customers	Customer Segments	<u>Specify only for the following Segments:</u> (1) <u>Industry:</u> Name; (2) <u>Professional Organization:</u> Name; (3) <u>Public:</u> Demographics.	Divisions or Major Programs	Description	
Collaborate with Circuit Solicitors and their staffs, coroners, and other community partners to develop protocols and assist with the development and implementation of local initiatives	Local Govts.			Serve on local Domestic Violence Fatality Review Committees	
Prosecution and management of criminal cases	Executive Branch/State Agencies Judicial Branch Local Govts. General Public	All demographics	Offices of Circuit Solicitors	Efficiently and effectively prosecute and manage criminal cases statewide in a manner that promotes justice	
Management and operational responsibilities of the diversion programs operating within each circuit, the collection and reporting of participation data, and the development of success measures	Judicial Branch Local Govts. General Public	All adult offenders		Operate diversion programs in each circuit	
Organization and development of programs, services and advocacy efforts for victims of crimes	General Public	All victims of crimes		Provide advocacy services for victims within each circuit	
Collaboration with criminal justic partners to efficiently transfer case file evidence, court records, criminal data and other information pertinent to the prosecution of criminal cases	Judicial Branch Local Govts.			Effectuate efficient transfer of case file information and data with criminal justice partners	

Agency Name: PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019
Accountability Report

Agency Code: E210 Section: 60

Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
S.C. General Assembly	State Government	SCCPC works with the General Assembly on legislation (including budget requests through the annual General Appropriations Act), study committees, and inquiries.	Goals 1, 2, 3, 4
S.C. Judicial Department	State Government	SCCPC works closely with Court Administration on changes to court forms necessitated by law changes (legislative or other), dissemination of information about law changes, and some trainings for summary court judges. SCCPC also responds to inquiries from Court Administration about the impact of legislation or appellate decision. In addition, the S.C. Judicial Department determines how many Circuit Court Judges and Family Court Judges are assigned to hold court and how often they are assigned, and the Solicitors work with the Judicial Department on how many weeks of court are needed for each county. The Judicial Department collects statistics on the number of cases that are filed and disposed of; those statistics are reported to the Solicitors and, upon request, shared with SCCPC.	Goal 1, 2, 4
Attorney General's Office	State Government	SCCPC works closely with the Attorney General's Office on identifying legal issues of concern to the criminal justice system in general and the prosecution specifically so that the issues may be addressed legislatively, through the judicial process, through training, and/or by the dissemination of information. Solicitors work with the Attorney General's Office on a variety of matters: appeals, post-conviction relief, legislative initiatives, and training.	Goals 1, 2, 4

Agency Name:

PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019
Accountability Report

Agency Code:

E210

Section:

60

Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
SLED	State Government	SCCPC works closely with SLED on a number of matters, including diversion program databases, issues related to the processing of expungements, legal issues, forensic issues that need to be addressed by or shared with prosecutors, and training. Solicitors work with the State Law Enforcement Division on a daily basis (SLED conducts forensic analysis on numerous cases, it brings charges against individuals, and provides assistance to local law enforcement who also bring charges against individuals).	Goals 1, 2, 4
S.C. Department of Public Safety	State Government	The Traffic Safety Resource Prosecutor (TSRP) works closely with the Department of Public Safety, which funds the TSRP grant, on a range of issues. In addition, Solicitors prosecute cases made by the S.C. Highway Patrol and the S.C. Transport Police.	Goals 1, 2, 4
S.C. Commission on Indigent Defense	State Government	SCCPC works with SCCID on issues of mutual interest, including legislation related to criminal procedure and law. Solcitors work with Public Defenders on a daily basis in order to move cases through the court system.	Goal 1, 4
Local Law Enforcment Agencies	Local Government	SCCPC provides some training to local law enforcement on issues impacting criminal justice, including lawful means of collecting evidence, the preservation of evidence, and disclosure obligations. In addition, Solicitors prosecute cases made by local law enforcment agencies and work extensively with them (Municipal Police Departments and County Sheriffs Departments).	Goals 1, 2, 4
S.C. Department of Juvenile Justice	State Government	SCCPC works with DJJ on on issues of mutual interest, including legislation related to juvenile justice. Assistant Solicitors in Family Court work closely with employees of DJJ on every case that is handled in Family Court.	Goals 1, 2

Agency Name:

PROSECUTION COORDINATION COMMISSION

Fiscal Year 2018-2019
Accountability Report

Agency Code:

E210

Section:

60

Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
S.C. Department of Mental Health	State Government	SCCPC works closely with DMH on providing information to the Solicitors and conducting trainings on the commitment process, competency issues, sanity, and other mental health issues. In addition, the Solicitors Offices rely on DMH for a variety of services in assessing defendants as criminal cases are processed and in establishing Mental Health Courts.	Goals 1, 2
S.C. Department of Disabilities and Special Needs	State Government	SCCPC works closely with DDSN on providing information to the Solicitors and conducting trainings on the competency and other intellectual disability issues. In addition, the Solicitors Offices rely on DDSN for a variety of services in assessing defendants who are intellectually disabled.	Goals 2, 3
S.C. Criminal Justice Academy	State Government	SCCPC communicates with SCCJA about changes in or interpretation of the law on which law enforcement officers need to be trained, as well as general topics for training. SCCPC shares, when appropriate, training materials or legal updates with the SCCJA. In addition, SCCPC involves SCCJA in some of its trainings conducted for staff of the Offices of Solicitor.	Goals 2, 3
Various Non-Profit Victim Advocacy Organizations	Non-Governmental Organization	SCCPC works with various non-profit victim advocacy groups on common interest issues, including the review of legislation impacting victims and training.	Goals 2, 3

Agency Name:	PROSECUTION COORDINATION COMMISSION
--------------	-------------------------------------

Fiscal Year 2018-2019
Accountability Report

Agency Code:	E210	Section:	60
--------------	------	----------	----

Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	External Review only	Annual Review	Office of the State Auditor	State	Annually	07/01/2018 to 06/30/2019	Review of agency financial, personnel and administrative management procedures	Online (on State Auditor's website)
2	External Review and Report	Restructuring Report, Review of SC Commission on Prosecution Coordination	House Legislative Oversight Committee	State	Annually	Mar-19	Information as requested relating in any way to the services or activities of the agency or the Offices of Solicitor	Online at South Carolina Legislature's website
3	External Review and Report	Restructuring Report and Cost Savings Plan	Senate Oversight Committee	State	Annually	Jan-19	N/A for FY 18-19	N/A (no report because did not go through this process during FY 18/19)
4	External Review and Report	Minority Business Employment (MBE) Utilization Plan	SC Department of Administration - Office of Small and Minority Business Contracting and Certification	State	Annually	30-Jul-19	Goal of spending with small and minority businesses	By FOIA request to Agency
5	External Review and Report	Accountability Report	Executive Budget Office	State	Annually	15-Sep-19	Information as requested in Report Templates (Laws, Goals, Budget, etc.)	Online (South Carolina State Library - https://dc.statelibrary.sc.gov/handle/10827/6866)
6	External Review and Report	Driving Under the Influence Prosecution Annual Report	General Assembly	State	Annually	29-Aug-19	Proviso 60.9, 2018-2019 S.C. Appropriation Act, Part 1B: the number of dispositions, types of dispositions and county in which the disposition took place	Online at South Carolina Legislature's website. In addition, the proposed new agency website will allow for public access to nonconfidential reports such as this.
7	External Review and Report	Criminal Domestic Violence Prosecution Annual Report	General Assembly	State	Annually	29-Aug-19	Proviso 60.7, 2018-2019 S.C. Appropriation Act, Part 1B: the number of dispositions, types of dispositions and county in which the disposition took place	Online at South Carolina Legislature's website. In addition, the proposed new agency website will allow for public access to nonconfidential reports such as this.
8	External Review and Report	Revenue/Expenditure Reports	Chairman of the House Ways and Means Committee; Chairman of the Senate Finance Committee	State	Annually	15-Sep-19	Proviso 117.108, 2018-2019 S.C. Appropriation Act, Part 1B: detailed expenditure reports and associated revenue streams for each individual circuit, revenue streams shall include, but not be limited to, state funds, local funds, federal funds, and also nongovernmental sources of funds	By FOIA request to Agency
9	External Review and Report	Minority Business Employment (MBE) Progress Report	SC Department of Administration - Office of Small and Minority Business Contracting and Certification	State	Quarterly	07/01/2018 to 06/30/2019	Quarterly spending with small and minority businesses	Request to Department of Administration
10	External Review and Report	Materials Management Quarterly Procurement Reports - Audit & Certification agency Quarterly Reporting	State Fiscal Accountability Authority - Procurement Services	State	Quarterly	07/01/2018 to 06/30/2019	Quarterly spending	Request to State Fiscal Accountability Authority
11	External Review and Report	"Schedule of Federal Financial Assistance - SFFA	State Fiscal Accountability Authority - State Auditors Office	State	Annually	30-Aug-19	Federal financial assistance	Online (federal government)

Agency Name:

PROSECUTION COORDINATION COMMISSION

Agency Code:

E210

Section:

60

Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
12	External Review and Report	GAAP - Grants and Contribution Revenue Reporting (Packet 3.03)	SC Comptroller General	State	Annually	30-Jul-19	Closing grant financial report	By FOIA request to Agency
13	External Review and Report	Programmic Reports	Office of Justice Programs, US Department of Justice	Federal	Quarterly	10/01/2018 to 09/30/2019	Updates of grant-funded programs	Non-confidential information may be available from the U.S. Department of Justice
14	External Review and Report	SF-425 (Grant Financial Report)	Office of Justice Programs, US Department of Justice	Federal	Quarterly	10/01/2018 to 09/30/2019	Financial quarterly report	Non-confidential information may be available from the U.S. Department of Justice
15	External Review and Report	"Justice Assistance Grant – Performance Management Tool"	Office of Justice Programs, US Department of Justice	Federal	Quarterly	10/01/2018 to 09/30/2019	Data measuring the results of activities funded by federal grants	Non-confidential information may be available from the U.S. Department of Justice
16	External Review and Report	Justice Assistance Grant Management Information System Annual Progress Report	Office of Justice Programs, US Department of Justice	Federal	Annually	30-Jul-19	Progress of grant-funded programs	Non-confidential information may be available from the U.S. Department of Justice
17	External Review and Report	Prosecutors and Defenders Public Service Incentive Program Report	Senate Finance Committee; and House Ways and Means Committee	State	Annually	N/A	Proviso 117.62, 2018-2019 S.C. Appropriation Act, Part 1B: number of applicants and the impact of the program on attracting and retaining attorneys	N/A (no report required or available because the program has not been funded for this fiscal year)
18	External Review and Report	Diversion Program Report	House Ways and Means Committee	State	Annually	8-Sep-19	S.C. Code Section 17-22-1120: numbers of individuals who apply for a diversion program, the number of individuals who begin a diversion program or treatment, the number of individuals who successfully complete a program or treatment within a twelve-month period, the number of individuals who do not successfully complete a program or treatment within the same twelve-month period, but who are still participating in the program or treatment, the number of individuals who did not complete the program within the twelve-month period and who have been prosecuted for the offense committed, and the number of individuals with fees fully or partially waived for indigence.	By request to the Commission.
19	External Review and Report	Highway Safety Program Request for Payment	Department of Public Safety	State	Quarterly	07/01/2018 to 06/30/2019	Quarterly spending	Confidential Information - By FOIA request to Agency
20	External Review and Report	Omnibus Crime Reduction and Sentencing Reform Act of 2010 report	General Assembly	State	Annually	N/A	Data on all programs administered by a circuit solicitor, the Commission on Prosecution Coordination, or a court, which divert offenders from prosecution to an alternative program or treatment.	Online at South Carolina Legislature's website
21	External Review and Report	Office of the Attorney General Department of Crime Victim Compensation Funding Financial and Programmatic Report for Victim Services	Governor and General Assembly	State	Annually	Fiscal Year End	To report use of funds	Online at South Carolina Legislature's website. In addition, the proposed new agency website will allow for public access to nonconfidential reports such as this.