

FY 2019-2020

2019 Ways and Means

Law Enforcement and Criminal Justice

Subcommittee Budget Hearing



South Carolina Department
of Probation, Parole and
Pardon Services

Jerry B. Adger
Director

1-23-2019

Key Officials Attending Meeting

Jerry B. Adger,
Agency Director

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AGENCY NAME:	South Carolina Department of Probation, Parole and Pardon Services		
AGENCY CODE:	N080	SECTION:	066

**Fiscal Year 2017-18
Accountability Report**

SUBMISSION FORM

AGENCY MISSION	<ul style="list-style-type: none"> • Prepare offenders under our supervision toward becoming productive members of the community; • Provide assistance to the victims of crime, the courts and the Parole Board; and to • Protect public trust and safety
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AGENCY VISION	Our vision is to be recognized nationally as a catalyst for positive change in the lives of offenders, a force for public safety, a leader in victim services, and a responsible steward of public funds.
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

	Yes	No
RESTRUCTURING RECOMMENDATIONS:	<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>
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AGENCY'S DISCUSSION AND ANALYSIS

Description of Agency

The South Carolina Department of Probation, Parole and Pardon Services is the third largest state law enforcement agency in South Carolina and is charged with the supervision of offenders in the community placed on probation by the Court, paroled by the State Board of Pardons and Paroles, and on Youthful Offender Release from the South Carolina Department of Corrections (SCDC). Offenders are supervised according to a wide range of strategies that are designed to provide the opportunity to succeed while protecting public safety. The Department embraces the motto: **Prepare, Provide, Protect**. At the end of fiscal year (FY) 2018, the Department supervised a daily average of 56,387 jurisdictional offenders and 29,171 active offenders.

The Department was created on October 18, 1941 by Act 547 (amended to Act 571) with the expectation to maintain high standards of integrity, professionalism and accountability. The Department maintains a headquarters facility in Columbia along with 46 county offices and four county satellite offices (Beaufort, Berkeley, Dorchester, and York). At the end of FY 2018, the Department was staffed with 677 employees, which included 662 classified positions and three unclassified positions, 11 temporary contract positions and one temporary grant position. The Department is comprised of the Director's office and four divisions: Field Operations, Fiscal Services, Hearings and Policy Management, and Pardons, Paroles and Rehabilitative Services.

Jerry B. Adger was appointed as Director in January 2015 by Governor Nikki Haley. Director Adger has the overall responsibility for the Department, the budget, staff functions, and ensures that all policies, procedures, and protocols are followed. The Director's Office includes the Office of the Chief Deputy Director, the Office of Information Technology Services, the Office of External Affairs and the Office of Professional Responsibility.

The Department continued to focus on addressing the tasks associated with its Strategic Plan by successfully completing 11 of its strategic objectives – translated 29 victim and offender forms into Spanish, established three additional remote videoconferencing sites for parole hearings in Anderson, Florence, and Allendale counties, participated in community awareness events for the Ignition Interlock Device Program, developed and trained staff on security policies, evaluated customer satisfaction with Department service providers, developed seven leadership standards, created a process for employees to offer suggestions and voice concerns, expanded the staff wellness program, revised the procedures for developing white papers, and implemented a certification process the actuarial risk and needs assessment users (2015-2020 Strategic Plan Objectives 1.2.1, 1.2.3, 1.3.6, 2.1.1, 2.1.3, 2.2.2, 3.2.1, 3.2.4, 3.2.9, 3.4.1, and 4.1.4). The Department has sustained its commitment to implementing operational strategies to meet the ongoing mandates of the Omnibus Crime Reduction and Sentencing Reform Act of 2010. Through these measures, the Department has saved taxpayers more than \$39 million by diverting over 1,600 offenders from the South Carolina Department of Corrections (2015-2020 Strategic Plan Objectives 1.1.1, 1.1.7, and 1.3.1).

These accomplishments have led to successful supervision completion rates that exceed national averages. The FY 2018 SCDPPPS probation successful closure rate was 81% compared to the national average of 60%. The parole successful closure rate was 83% compared to the national average of 61% (Bureau of Justice Statistics, *Probation and Parole in the United States, 2016, Revised April 28, 2018*).

In a 2018 update on prisoner recidivism, the Bureau reported an estimated 68% of released prisoners were arrested within three years. The latest cohort tracked by SCDPPPS has a recidivism rate of 50% of offenders arrested within three years of case closure and only 18% of offenders admitted to the SC Department of Corrections within three years of case closure. In the coming year, the Department will explore increasing the number of measures used to calculate its recidivism rate to better align with national recidivism measures.

The Department has begun efforts to actively address homelessness among offenders under SCDPPPS jurisdiction. According to the Council of State Governments (2017), about 10% of offenders who leave prison are

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homeless for some period of time after release. In the past, the Department did not have a method to accurately identify the number of homeless offenders in the Department's Offender Management System (OMS). At the end of FY 2018, a process was created by the Department's Office of Program Planning and Development to identify, track and address homeless individuals. Statewide implementation will follow dissemination of training and guidelines in FY 2019.

Internal Factors Affecting Agency Performance in Fiscal Year 17-18

- CALEA Accreditation achieved
- Domestic Violence Specialized Caseloads introduced
- Caseloads reduced due to hiring of additional Offender Supervision Specialists (OSS)
- Phase I of Agent vehicle rollout completed
- Statewide service provider directory updated to include victim resources and court-ordered offender programs

Attaining national accreditation was the most significant achievement and internal factor demonstrating SCDPPPS' successful performance during FY 2018. SCDPPPS is the first probation agency in the nation to achieve accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). The Department is the third South Carolina Cabinet agency to become CALEA certified, preceded by the State Law Enforcement Division (SLED) and the Department of Public Safety. In March 2018, two CALEA assessors visited SCDPPPS and reviewed the Department's policies, procedures, and management strategies. SCDPPPS was found to be in 100% compliance with all applicable standards. Through the process of reviewing and revamping several policies and procedures, SCDPPPS has experienced improvements in documentation practices, evidence collection, training curriculum, officer safety practices and the creation of a statewide emergency communications system. The Department completed its implementation of these new, improved policies in March 2018, and later received its official initial accreditation on July 28th. SCDPPPS will next pursue accreditation on the state level.

As of May 2017, SCDPPPS had 1,651 offenders under supervision for domestic violence. As of June 2018, that number increased to 1,917. Recognizing a need to address this growing societal problem, using \$1,224,000 in recurring funds allocated by the General Assembly in the FY 17-18 budget, SCDPPPS implemented specialized Domestic Violence Agent caseloads. SCDPPPS hired 20 Domestic Violence Agents who are located in 11 counties and serve the entire state. In its first year, this pilot project is showing positive results with an 82% successful case closure rate (percentage of offenders who complete their probation term without a new criminal conviction). Experienced Agents were promoted, trained and certified to supervise this unique population (2015-2020 Strategic Plan Objective 1.1.6). The average caseload for these Agents is 51 offenders, enabling Agents to focus solely on supervising this high-risk group.

SCDPPPS has also experienced reduced Agent caseloads due to the hiring of additional **Offender Supervision Specialists (OSS)**, non-law enforcement certified staff members who monitor standard level offenders (58% of the SCDPPPS offender population). At the end of FY 2018, the SCDPPPS employed 62 OSS positions in 29 counties, compared to 32 OSS in 15 counties the previous fiscal year. The creation and expansion of the OSS position has achieved its goal of reducing caseload sizes and enhancing case management. Compared to baseline numbers of August 2015, this program has reduced Agent caseloads in the four counties with the highest offender populations (Charleston, Greenville, Richland and Spartanburg) by 35% (2015-2020 Strategic Plan Strategy 1.1).

Another factor bolstering SCDPPPS performance this past year was the rollout of 104 new **law enforcement package vehicles**. The Department established an objective of reducing the vehicle to Agent ratio to 1:1 by July 2020 (2015-2020 Strategic Plan Objective 1.3.3). To achieve this task, the Department needed 208 vehicles. In its FY 17-18 budget, SCDPPPS received funding for 124 vehicles, which included 20 vehicles assigned to the Domestic Violence Specialized Caseload Agents. For FY 18-19, the General Assembly provided SCDPPPS with

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funding to lease an additional 104 vehicles- Phase II- through the Department of Administration Master Lease Program. These cars have proven to be essential for the everyday work of the Agents, and have enabled the Department to implement the aforementioned specialized caseloads. These cars have also streamlined the special assignment deployment process. Previously, SCDPPPS Field Operations management was forced to consider the scarcity of vehicles when assigning Agents to respond to emergencies and special assignments like Bike Week and hurricane evacuations; now Agents can be rapidly assigned to the specific location to carry out emergency operations. Vehicles are also utilized to perform offender home visits, offender extraditions, warrant teams, and to respond to global positioning system (GPS) alerts.

This past fiscal year SCDPPPS updated its **Statewide Service Provider Directory** to bolster victim advocacy by including victim resources and programming as well as court-ordered programs for offenders. The current database now includes more than 250 providers. Enhancements were made to the quality review process which removed programs whose criteria did not meet Department standards thereby ensuring consistency and program integrity. Statewide training on the use of the directory was delivered for continual referral application.

External Factors Affecting Agency Performance in Fiscal Year 17-18

In October 2017, the SCDPPPS data center was migrated to the Division of Technology Operations (DTO) under the Department of Administration’s Statewide Strategic Information Technology Plan, encompassing the consolidation of the Department’s servers, storage, and other computer assets to the State’s central Data Center. This major initiative enhanced the security and reliability of SCDPPPS’ information assets. Now, additional levels of information technology services are provided by DTO for hardware maintenance and support, disaster recovery services and storage expansion capabilities (2015-2020 Strategic Plan Strategy 2.4).

Agency’s Current Efforts and Associated Results Presented Elsewhere in this Report

The Department continues to reorganize and realign internally to address key positions where the employee has or will retire by years’ end as well as maximize resources in the areas of mental health, domestic violence and Agent accountability. Focus on maximizing resources resulted in the development of draft offender mental health supervision guidelines, the introduction of a cognitive restructuring program to provide the Parole Board additional treatment options and the implementation of a body worn camera pilot program in which 50 Agents participated. The Department has dedicated 20 Agents and 11 Victim Advocates to the Specialized Domestic Violence Caseload Program. In October 2017, they received a week-long training on tools and techniques to enhance supervision strategies.

Finally on July 28, 2018, SCDPPPS became the first probation agency in the nation to receive accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). This prestigious, internationally recognized designation establishes and demonstrates SCDPPPS’ commitment to law enforcement excellence.

Plans Under Development to Introduce Additional Changes

- Conversion of 40 FTEs from Earmarked to State Funds
- Implementation of an Agent Recruitment and Retention Pay Plan
- Information Technology Upgrades
- Expansion of Mental Health and Rehabilitative Services Programs
- Quality Assurance Project for Business Applications
- Pursue State Accreditation with the South Carolina Police Accreditation Coalition (SCPAC)

The Department’s funding stream is challenging, because 36% of the Department’s annual funding is derived from earmarked or “other” funds- bolstered by unreliable court fees and offenders’ ability to pay supervision fees. A significant number of the Department’s FTEs are supported by these earmarked funds. This has proven to be somewhat challenging - exhibited by the continuous downward trend of fee and fine collections, a consequence that financially impacted the Department. In order to ensure the Department continues to operate

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on solid financial ground, SCDPPPS intends to request \$1,963,798 in state funding to **convert 40 FTEs from the earmark-funded category to state-funded**. This change in funding structure will enable the Department to continue to successfully meet our mission, goals and objectives (2015-2020 Strategic Plan).

Another fiduciary goal of the Department is to reintroduce the **Agent Recruitment and Retention Pay Plan**. The purpose of this plan is to recognize employees who have effectively carried out the mission and goal-driven performances of the Department to the State of South Carolina. It is the Department’s continued goal to recruit and retain experienced, specialized highly qualified Agents, and to offer a competitive law enforcement salary. Staff retention has a direct impact on the success and failure of any organization, and the implementation of this plan will provide additional incentives for seasoned Agents to remain with SCDPPPS (2015-2020 Strategic Plan Objectives 3.1.6).

In order to maintain various legislative mandates- such as the Sentencing Reform Act, Emma’s Law (DUI) and Domestic Violence programs- SCDPPPS strives to constantly improve its **information technology infrastructure**. These necessary improvements will elevate the information security posture, and ensure the reliability of agency statewide systems to enhance citizen access. In addition, new application development will assist in future data driven decisions while modernizing technology to increase mobility for specialized business needs. The deployment of new innovations will expand utilization of inter-agency collaboration- to deliver cost-effective and efficient services that meet the needs of system partners.

SCDPPPS has begun to grow its **mental health program** and rehabilitative services in a variety of ways over the past year. The Department has increased its focus on the behavioral health needs of its offender population by **partnering with the South Carolina Department of Corrections**. Working together, the agencies have shared information and resources ensuring inmates living with mental illness have comprehensive discharge plans implemented *prior* to their release under supervision in the community.

The Department has refocused its efforts to serve its offender population by placing **Rehabilitative Services programming directly in county offices**. A new curriculum was developed and staff have been trained on evidence-based therapeutic interventions. These services include substance use education, anger management and batterer’s intervention classes aimed at changing maladaptive and criminogenic behavior. Additional programming is currently in development that will address other areas of need identified by official court orders as well as the SCDPPPS offender risk/needs assessment (2015-2020 Strategic Plan Objective 4.3.4).

Maintaining its focus to address upcoming needs, SCDPPPS has partnered with Clemson University to assist in the development of **mental health specialized Agent caseloads** that will focus on supervising offenders living with mental illness. Emphasis will be placed on treatment and medication compliance as well as long term stability that will endure following the end of supervision (2015-2020 Strategic Plan Objective 4.4.3). To ensure success of the concept of this specialized caseload, Agents will have detailed, comprehensive training that is tailored directly to the needs of this population and the appropriate responses to cognitive behavioral supervision.

In accordance with Strategic Plan Objective 4.4.1 and CALEA standards, the Department has also been successful in providing **mental health training** to 100% of agency staff. There are ongoing efforts to put additional annual trainings into place (2015-2020 Strategic Plan Objectives 1.2.5, 1.2.6, 4.1.3, 4.1.6, and 4.4.1).

Improving **quality assurance** processes for business applications remains a major focus of the Department. SCDPPPS is in the initial stages of several pilot projects aimed at improving various forms and offender software programs used by the Department. For instance, staff is currently working to revamp the EPMS process by introducing online dashboard automation. Using quantitative measurements, the new EPMS packet will promote objectivity, enforce consistent documentation standards, and create time for supervisors to cultivate employee “soft skills.”

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SCDPPPS seeks to expand the **approval process for implementing Department projects**. This process will require several components to be detailed prior to implementation, including project goals, cost analysis, applicable training, a review of relevant research, and an evaluation process to measure success.

Forms Automation and Tracking is another Department initiative in development. SCDPPPS intends to update its forms database to a centralized, more user-friendly, relevant and consistent system. The introduction of a routine report review process will be implemented to manage removal of reports no longer needed to reflect current practices (2015-2020 Strategic Plan Goal 2).

Following its success in becoming the first probation agency in the nation to achieve CALEA accreditation, SCDPPPS plans to pursue **state accreditation** from the South Carolina Police Accreditation Coalition (SCPAC). Taking the next step of attaining state accreditation will help guide the Department toward ongoing maintenance of the gold standard of excellence it has set for itself during the CALEA accreditation process.

I. Risk Assessment and Mitigation Strategies

The Department has established four Department-level goals in the Department’s strategic plan that align with the mission, values, and budget priorities. Should these goals not be met, each will have several gradations of negative impact on the Department’s mission as well as the citizens of South Carolina.

a. Potential Most Negative Impact on the Public if Goals Are Not Accomplished

Goal 1: The first goal, “To Promote Public Safety for the Residents of South Carolina”, is the central purpose for SCDPPPS. The strategies for this goal address increasing the use of efficacious practices to supervise offenders, implement processes to assist victims of crime and the Parole Board and increase community and Agent safety. As objectives within this goal are completed and evaluated for success, new objectives are formulated to continue to improve strategies. As a result of these assessments, a new strategy was incorporated into the strategic plan: **1.4 - To increase delivery of evidence-based services that promote behavioral change**. Failing to meet this goal would significantly damage the core basis from which SCDPPPS operates and have an adverse effect on the Department’s other three goals. The probability of recidivism would increase which could result in a decline in public safety.

Goal 2: This goal, “To Continuously Improve Our Processes within Secure Systems” uses strategies that examine and evaluate the Department’s current security plans, financial accountability, data integrity and confidentiality and customer satisfaction. Should the Department not meet this goal, perhaps the most negative impact would be to the Department’s internal security systems, particularly those related to data confidentiality and integrity. Data specific to SCDPPPS’ stakeholders could be left vulnerable, compromised, and open to breaches. Daily operations are predicated upon the continual improvement of access to information systems to ensure efficient and secure protocols.

Goal 3: In Goal 3, SCDPPPS seeks “To Efficiently Develop the Organization and Workforce While Delivering Quality Services”. The Department’s leadership team recognizes that its employees are the mainstay of the organization and therefore are resolute in the pursuit of fostering an environment of opportunity and growth. These strategies include increasing employee retention, employing processes to promote high performance, creating a blueprint for knowledge continuity and improving project governance and practices. Failing to meet this goal would result in an unqualified workforce not capable of providing services at the highest level to stakeholders such as offenders, victims, the courts, and the community.

Goal 4: The last goal for the Department, “To Create a Structure to Provide Effective Rehabilitative Services to Offenders” concentrates efforts on identifying offender needs and developing comprehensive plans to address and change behavior. From increasing the number of validated service providers to improving mental health services to offenders, these strategies are designed to promote successful reentry by the offender. Reducing recidivism, the offender’s tendency to relapse into criminal behavior, is intrinsic to Goal

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1 and Goal 4. Failing to accomplish this goal would have multiple effects. The offender may not be in an advantageous position to maintain pro-social behavior or contribute to society as a productive, law abiding citizen. This could also have repercussions on the structure of the family dynamic for the offender. Additionally, there could be direct and residual impacts to crime victims.

b. Nature and Level of Outside Help to Mitigate Negative Impact on the Public if Goals Are not Accomplished

Goal 1: “Promote public safety for the residents of South Carolina”

The Department wishes to continue to build upon its positive relationships with other criminal justice professionals and providers with wrap-around services for offenders and to maintain consistent communications with crime victims and other advocates. Victim service agencies can further assist the Department in delivering applicable training. Sustaining strong partnerships with SLED, SCDC and local law enforcement will remain vital to mitigate any negative impact if this goal is not met.

Goal 2: “To continuously improve our processes within secure systems”

During the past fiscal year, the Department has expanded the Office of Professional Responsibility on issues of internal investigations, policy and practice formulation, quality assurance and mitigating overall departmental risk. These systems encompass all of the Department’s current practices to insure that the most effective and secure methods are in place for overall efficiency and to improve the Department’s manner of conducting business.

In addition, improving quality assurance and compliance processes for SCDPPPS business applications remains a major focus of the Department. The Department is in the initial stages of several pilot projects intended to improve its forms management and offender information software programs. Employees continue to be trained on ethical issues and cybersecurity through annual online sessions. SCDPPPS has built positive relationships with its counterparts at the Department of Administration to further assist with its overall document retention and privacy policies and practices.

Goal 3: “Efficiently develop the organization and workforce while delivering quality services”

SCDPPPS continues to strive to keep retention rates high and heighten competitive salary rates. The recently awarded national accreditation has reenergized pride in the Department. SCDPPPS will need to maintain relationships with the state Division of Human Resources (SDHR) to assist with the goals for retention and knowledge continuity through succession planning. The SDHR will be vital in addressing any negative impact felt by turnover. The Department is committed to focusing on leadership development with the assistance of training delivered by the ThinkShops at Clemson University during the fiscal year.

Goal 4: “Create a structure to provide effective rehabilitative services to offenders”

The Department has several new mental and behavioral health programs, trainings, and partnerships in place, which it seeks to expand with the support of other state agencies. SCDPPPS continuously works to find creative ways to galvanize more partnerships with community organizations who can assist offenders in their search for needed services. The General Assembly’s assistance and funding support for SCDPPPS initiatives will further mitigate any potential negative impacts on the public and the Department.

c. 3 Options for What the General Assembly Could Do to Resolve the Issue Before it Becomes a Crisis

Option 1: One of the FY 19-20 funding priorities of SCDPPPS is converting 40 FTEs from the “other funds” column to, instead, becoming state-funded. Daily operations and mission-driven objectives and the plan for continual growth will suffer if strategic goals are not met in a cost-effective manner.

Option 2: Introducing an Agent Recruitment and Retention Pay Plan focuses on objective 3.1.6. As a core element of succession planning, knowledge continuity is promoted by ensuring retention in the workplace. By funding this plan, The General Assembly will allow the Department to retain career-oriented individuals.

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Option 3: Goal 2 of the Strategic Plan is, “To Continuously Improve Our Processes within Secure Systems.” As SCDPPPS staff grows, so does the Department’s needs. The technological equipment of the Department must continuously be upgraded in order to keep track with the ever-changing and advancing world of data and information technology. Several vital departmental software programs must be replaced or updated to allow staff to complete their work in a timely and efficient manner. SCDPPPS needs to continue to improve communications with system partners and stakeholders. The Legislature can help bring these technological needs to fruition through the appropriation of state funds.

II. Restructuring Recommendations for Internal or Law Changes and Supporting Data and Implementation Plan

One internal restructuring recommendation is for the Department to fully embrace specialized caseloads for more effective offender supervision and caseload management. Agents will be properly trained to meet the needs of specific populations. As evidenced by the implementation of the Domestic Violence Caseload Program, smaller caseloads allow for more focused supervision and strategies to address offender and victim needs (2015 – 2020 SCDPPPS Strategic Plan Objective 1.1.6).

Strategic Plan Strategy 4.4 is to, “Enhance Department resources and staff awareness for mental health services.” To bring SCDPPPS’ vision for the mental health program to fruition, state funding is needed to help grow these vital offender services. Specializing Agents in mental health and substance abuse will require additional funding. Expanding the currently limited rehabilitative services to more county offices will be the primary focus (2015 – 2020 SCDPPPS Strategic Plan Objectives 4.4.1 and 4.4.3).

Two pieces of legislation introduced in 2018, which are expected to be refiled in 2019, have the potential to make significant changes to SCDPPPS’ offender supervision practices:

- Introduction of Bill Amending the Sentencing Reform Act
- Introduction of Bill Amending Emma’s Law (DUI Ignition Interlock Device legislation),

The legislation aimed to amend several parts of the Sentencing Reform Act of 2010 would change current law to reflect the policy recommendations presented by the PEW Research Center to the Sentencing Reform Oversight Committee during the fall of 2017. Another SCDPPPS-relevant bill introduced in March 2018 was S.982, which did not pass in the Senate. This bill would have required drivers convicted of DUI 1st with a blood alcohol content (BAC) level above 0.08 (reduced from 0.15) have an ignition interlock device (IID) installed in their vehicle for a six-month suspension period. The bill also would require drivers who refuse the breathalyzer during a DUI traffic stop to have an IID installed in their vehicle while their administrative hearing is pending in order to receive a temporary alcohol license. SCDPPPS will continue to monitor both bills should they be reintroduced during the upcoming 2019-2020 session.

Strategic Objective	Type	Goal	Measure	Description	2017-18		Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
					Base	Target				
Statewide Enterprise Strategic Objective										
Healthy and Safe Families										
1.1 To Promote Public Safety for the Residents of South Carolina										
To provide effective offender supervision and intervention that promotes accountability and integration into the community through evidence-based practices.										
\$	G	1								
M		1.1.5		Increase the number of standard operating procedures that pertain to the Reentry Centers	21	24	7/1/15 - 6/30/18	Divisional Representative- Quality Assurance- Annually	Count- Number of standard operating procedures that pertain to the Reentry Centers	Promotes public safety and improves services to victims
M		1.1.7		Increase the percentage of inmates released to supervision under mandatory release programs with an approved residence plan	82.3%	90.0%	7/1/17 - 6/30/18	Divisional representative- Parole Board Support- Annually	Calculated- Number of inmates with an approved residence/Total number of inmates released	Promotes public safety and increases offenders' ability to successfully complete supervision
M		1.1.8		Increase the average number of home visit progress audits (HVPAs) conducted for offenders being supervised on medium or high supervision	1.1	1.46	7/1/16 - 6/30/18	Program Planning and Development- Quarterly	Calculated- Number of HPAs/Number of medium and high offenders	Promotes public safety and increases offender's ability to successfully complete supervision
1.2 To maximize services to the Courts, SC Board of Pardons, victims, and other stakeholders.										
M		1.2.1		Increase the number of victim and offender forms translated to Spanish	19	30	7/1/15 - 6/30/18	Divisional Representative- Victim Services- Annually	Count- Number of Spanish forms	Provides better customer service to Spanish-speaking offenders
M		1.2.2		Reduce the time (in months) from pardon application to Board hearing	8.4	4.7	7/1/16 - 6/30/18	Divisional representative- Parole Board Support- Annually	Calculated- Time between application and hearing/Number of applications	Provides better customer service to citizens who apply for a pardon
M		1.2.3		Increase the number of regional video conference sites	2	4	1/1/16 - 6/30/18	Divisional representative- Victim Services- Annually	Count- Number of video-conferencing sites	Provides more convenient customer service to victims and stakeholders
1.3 To utilize agency resources to increase community and Agent safety.										
M		1.3.1		Increase the successful completion rate of offenders under supervision by the Department	79.0%	82.0%	7/1/16 - 6/30/18	Offender Management System (OMS)- Monthly	Calculated- Number of successful closures/Total number of FY closures	Promotes public safety
M		1.3.3		Increase the number of vehicles assigned to agents	0	163	7/1/15 - 6/30/18	Procurement- Annually	Count- Number of vehicles assigned	Promotes public safety and increases agent efficiency
M		1.3.6		Increase the number of community awareness events about the Ignition Interlock Device (IID) program	0	4	7/1/16 - 6/30/18	Divisional Representative- IID- One time occurrence	Count- Number of IID community awareness event	Promotes public safety
2.1 To continuously improve our processes within secure systems										
To implement federal and state mandated physical and information security policies and procedures.										
\$	G	2.1								
M		2.1.1		Increase the percentage of employees completing training on security policies and procedures	100.0%	100.0%	7/1/17 - 12/31/18	Power DMS- Annually	Calculated- Number of employees trained/Total number of employees required to complete the training	Promotes data security for the Department
M		2.1.3		Create a mobile security plan	No	Yes	7/1/17 - 6/30/18	Divisional Representative- Strategic Development and Information Technology- Annually	Verify	Promotes data security for the Department
2.2 To determine the needs and expectations of our customers and to utilize their feedback for continuous improvement.										
M		2.2.2		Increase the percentage of service providers who received a customer satisfaction survey	98.6%	100.0%	7/1/17 - 6/30/18	Divisional Representative- Program Planning and Development- Annually	Calculated- Number of surveys distributed/Number of service providers	Strengthens the relationship with service providers
M		2.2.3		Increase the number of surveys distributed to eligible offenders	0	1,092	7/1/16 - 6/30/18	SurveyMonkey- Completed surveys and DMS- Number of offenders that successfully completed supervision- Monthly	Count- Number of offenders who received a survey	Promotes better customer services to offenders
2.3 To optimize our financial resources and fiscal accountability.										
M		2.3.2		Increase the number of additional methods to collect payments from offenders	2	3	7/1/15 - 6/30/18	Divisional Representative- Fiscal and Material Management- One time occurrence	Count- Number of payment methods	Promotes offenders' accountability to financial responsibilities
2.4 To improve Departmental data confidentiality and integrity.										

Strategic Planning and Performance Measurement Template		Meaningful Use of Measure	
Strategic Objective	Measure	2017-18 Target	Actual
Statewide Enterprise Strategic Objective	2.4.1	Yes	No
	2.4.4	1	20
Education, Training, and Human Development	3.1	100.0%	0.0%
	3.1.1	Yes	Yes
	3.1.3	Yes	Yes
	3.1.4	70	69
	3.1.5	24	20
	3.1.6	21	36
	3.1.7	0	19
	3.1.8	0	1
	3.2	0	2
	3.2.1	No	Yes
	3.2.4	No	Yes
	3.2.6	0.0%	0.0%
	3.2.7	No	Yes
	3.2.8	0.0%	100.0%
	3.2.9	3	4

Agency Name: DEPARTMENT OF PROBATION, PAROLE & PARDON
 Agency Code: N080 Section: 66

Strategic Planning and Performance Measurement Template		Strategic Planning and Performance Measurement Template		Strategic Planning and Performance Measurement Template		Strategic Planning and Performance Measurement Template		Strategic Planning and Performance Measurement Template		
Agency Name	Agency Code	Section	Strategic Objective	Measure	2017-18 Target	2017-18 Actual	Time Period	Data Source and Availability	Calculation Method	Meaningful Use of Measure
Statewide Enterprise Strategic Objective			3.2.10 Increase the number of workload incidents		1	2	7/1/17 - 6/30/18	Regional Planning and Development- Quarterly	Verify	Increased the overall performance of the Department
			To create systems that support knowledge continuity.							
			3.3							
			3.3.1 Increase the number of sections with succession plans		0	45	7/1/17 - 6/30/18	Divisional Representative- Human Resources- Annually	Count- Number of section succession Plans	Promotes greater accountability for Department leaders
			3.3.2 Increase the percentage of standard operating procedures for all Department processes		0.0%	100.0%	7/1/15 - 6/30/18	Divisional Representative- Professional Responsibility- Annually	Calculated- Number of standard operating procedures completed/Total number of agency processes identified as needing a standard operating procedure	Increases the overall performance of the Department
			To improve project governance procedures and practices.							
			3.4							
			3.4.1 Increase the percentage of White Papers reviewed		0.0%	100.0%	7/1/17 - 6/30/18	Divisional Representative- Executive- Annually	Calculated- Number of White Papers reviewed/Total number of agency White Papers	Promotes sound fiscal stewardship and allows to control increases in spending
			3.4.2 Increase the number of grants pursued		3	6	7/1/17 - 6/30/18	Divisional Representative- Quality Assurance- Annually	Count- Number of eligible grants pursued	Increases the validity and accuracy of Departmental data
			To Create a Structure to Provide Effective Rehabilitative Services to Offenders							
			4.1							
			4.1.1 Increase the number of screeners reviewed		0	80	7/1/17 - 6/30/18	DMS- Monthly	Count- Number of screeners	Increases the validity and accuracy of Departmental data
			4.1.3 Increase the number of caseload carrying staff trained on supervision plan development		0.0%	100.0%	7/1/17 - 6/30/18	Power DMS- One time occurrence	Calculated- Number of caseload carrying staff trained on supervision plan development/Total number of caseload carrying staff	Promotes public safety and increases offenders' ability to successfully complete supervision
			4.1.4 Create a certification process for the actuarial risk and needs assessment		No	Yes	7/1/17 - 6/30/18	Divisional Representative- Field Operations- One time occurrence	Verify	Increases the validity and accuracy of Departmental data and increases offenders' ability to successfully complete supervision
			4.1.5 Increase the number of assessment users certified		0.0%	100.0%	7/1/17 - 6/30/18	Power DMS- Annually	Calculated- Number of assessment users certified/Total number of assessment users	Increases the validity and accuracy of Departmental data and increases offenders' ability to successfully complete supervision
			4.1.6 Increase the number of caseload carrying staff trained on Motivational Interviewing		0.0%	0.0%	7/1/17 - 6/30/18	Power DMS- Annually	Calculated- Number of caseload carrying staff trained on Motivational Interviewing/Total number of caseload carrying staff	Promotes public safety and increases offenders' ability to successfully complete supervision
			4.1.7 Create performance measures for skill competency		0	0	7/1/17 - 6/30/18	Divisional Representative- Field Operations- One time occurrence	Verify	Promotes public safety and increases offenders' ability to successfully complete supervision
			To validate the quality of existing service providers and to make use of those providers listed in the Department registry.							
			4.2							
			4.2.2 Increase the number of caseload carrying staff trained on service provider referral procedures		0.0%	100.0%	7/1/17 - 6/30/18	Power DMS- One time occurrence	Calculated- Number of caseload carrying staff training on service provider referral procedures/Total number of caseload carrying staff	Promotes better offender services
			4.2.3 Increase the number of service providers referrals entered into the automated tracking system		2,079	11,038	7/1/16 - 6/30/18	DMS- Monthly	Count- Number of referrals	Increases the validity and accuracy of Departmental data
			4.2.4 Increase the number of eligible offenders who received services through case services		141	500	7/1/17 - 6/30/18	Divisional Representative- Program Planning and Development- Monthly	Count- Number of offenders who received services under contractual services	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities
			Increase evidence-based rehabilitative programming.							
			4.3							
			4.3.1 Increase the number of eligible offenders who received prior to release evidence-based rehabilitative programming		1,279	1,337	1/1/2016 - 7/31/17	Divisional Representative- Transitional Services- Annually	Count- Number of individuals contacted	Promotes public safety and increases offenders' ability to successfully complete supervision
			4.3.2 Increase enrollment at the Reentry Centers		609	761	7/1/2016 - 6/30/18	DMS- Monthly	Count- Number of Centers' admissions	Promotes better offender services
			4.3.3 Increase the number of employers registered in the Department's job bank		127	146	1/1/2016 - 6/30/18	Divisional Representative- Job Development- Annually	Count- Number of employers	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities

Agency Name: DEPARTMENT OF PROBATION, PAROLE & PARDON

Agency Code: N000 Section: 66

Statewide Enterprise Strategic Objective		Type	Goal	Item #	Description	Base	2017-18 Target	Actual	Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
			Strategy	Metric								
M	4.3.4	M			Increase the number of therapeutic opportunities of offender populations	0	1	1	7/1/17 - 6/30/18	Divisional Representative-Mental and Behavioral Health Services- Monthly	Count- Number of therapeutic services	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities
Enhance Department resources and staff awareness for mental health services.												
\$	4.4	M			Increase the number of mental health case managers	1	4	1	7/1/17 - 6/30/18	Human Resources- One time occurrence	Count- Number of mental health case managers	Promotes better offender services
M	4.4.2	M			Increase the number of mental health case managers	No	Yes	Yes	7/1/17 - 6/30/18	Divisional Representative- Mental and Behavioral Health Services- One time occurrence	Verify	Increases offenders' ability to successfully complete supervision and promotes better offender services
M	4.4.3	M			Create supervision guidelines for offenders identified with diagnosed mental illness	No	Yes	Yes	7/1/17 - 6/30/18	Divisional Representative- Mental and Behavioral Health Services- One time occurrence	Verify	Increases offenders' ability to successfully complete supervision and promotes better offender services

Item #	Type	Goal	Priority	Measure	Description	2018-19		Data Source and Availability	Collection Method	Meaningful Use of Measure
						Base	Target			
1.1	S	1			To Promote Public Safety for the Residents of South Carolina To provide effective offender supervision and intervention that promotes accountability and integration into the community.	0	2	Divisional representative- Field Operations-Verify	Count- Number of regional emergency caseload plans	Promotes public safety
1.1.4	M				Increase the number of regional emergency caseload plans					
1.1.7	M				Increase the percentage of inmates released to supervision under mandatory release programs with an approved residence plan	84.3%	90.0%	Divisional representative- Parole Board Support- Annually	Calculated- Number of inmates with an approved residence/Total number of inmates released	Promotes public safety and increases offenders' ability to successfully complete supervision
1.1.7	M				Increase the average number of home visit progress audits (HVPAs) conducted for offenders being supervised on medium or high supervision	1.24	1.62	Program Planning and Development- Quarterly	Calculated- Number of HVPAs/Number of medium and high offenders	Promotes public safety and increases offenders' ability to successfully complete supervision
1.2	S				To maximize services to the Courts, SC Board of Paroles, victims, and other stakeholders.					
1.2.5	M				Increase the percentage of employees completing Victim Services training	0.0%	67.0%	Power DMS- Annually	Calculated- Number of employees trained/Total number of employees required to complete the training	Promotes better customer services to victims
1.2.6	M				Increase the percentage of employees completing training on intimate partner violence	0.0%	67.0%	Power DMS- Annually	Calculated- Number of employees trained/Total number of employees required to complete the training	Promotes better customer services to victims and increases offenders' ability to successfully complete supervision
1.2.7	M				Increase the percentage of domestic violence victims offered safety plan development assistance	0.0%	100.0%	Offender Management System (OMS)- Monthly	Calculated- Number of domestic violence victims offered safety plan assistance/ Total number of domestic violence victims	Increased victim safety and promotes better customer services to victims
1.3	S				To utilize agency resources to increase community and agent safety.					
1.3.1	M				Increase the successful completion rate of offenders under supervision by the Department.	82.0%	83.0%	OMS- Monthly	Calculated- Number of FY successful closures/Total number of FY closures	Promotes public safety
1.3.2	M				Create a fugitive investigation unit	No	No	Divisional representative- Field Operations- Verify	Verify	Promotes public safety
1.3.3	M				Increase the number of vehicles assigned to agents	134	234	Procurement- Annually	Count- Number of vehicles assigned	Promotes public safety and increases agent efficiency
1.3.7	M				Increase the number of body worn cameras	50	145	Divisional representative- Field Operations- Annually	Count- Number of body worn cameras	Promotes agent/public safety and increases agent efficiency
1.4	S				To increase delivery of evidence-based services that promote behavioral change.					
1.4.1	M				Increase the number of early terminations	2.0%	10.0%	OMS- Monthly	Calculated- Number of early terminations/Total number of closures	Increases the overall performance of the Department and promotes offenders' accountability
1.4.2	M				Increase the number of random drug screens for opiod and methamphetamine	17,902	21,482	OMS- Monthly	Count- Number of drug tests	Increases public safety and promotes offenders' accountability
1.4.3	M				Increase the number of body camera videos reviewed	0.0%	0.0%	Divisional representative- Field Operations- Monthly	Calculated- Number of videos reviewed/Total number of videos	Promotes agent/public safety and increases agent efficiency
1.4.4	M				Gain the authority to impose short-term confinement	No	Yes	Divisional representative- External Affairs- Verify	Verify	Promotes public safety and increases agent efficiency
1.4.5	M				Increase the number of measures for the Domestic Violence Specialized Caseload Program	4	15	Divisional Representative- Field Operations- Quarterly	Count- Number of measures	Promotes public safety and promotes greater accountability for Department leaders
2	S				To continuously improve our processes within Secure Systems					
2.2	S				To determine the needs and expectations of our customers and to utilize their feedback for continuous improvement.					
2.2.4	M				Increase the number of surveys distributed to eligible offenders at 90 days after intake	0	1,836	OMS- Monthly	Calculated- Number of surveys distributed/Total number of FY admissions	Promotes greater accountability for the Department leaders
2.2.5	M				Increase the number of surveys distributed to eligible offenders at the midpoint of their supervision	0	1,221	OMS- Monthly	Calculated- Number of FY successful closures/Total number of FY closures	Promotes greater accountability for the Department leaders
2.3	S				To optimize our financial resources and fiscal accountability.					
2.3.2	M				Increase the number of additional methods to collect payments from offenders	2	2	Divisional Representative- Fiscal and Material Management- One time occurrence	Count- Number of payment methods	Promotes offenders' accountability to financial responsibilities
2.4	S				To improve Departmental data confidentiality and integrity.					
2.4.1	M				Create a certification procedure for data entry in the Department's applications	No	Yes	Divisional Representative- Training Compliance and Professional Development- Annually	Verify	Increase the validity and accuracy of the Department's data

Agency Name:	DEPARTMENT OF PROBATION, PAROLE & PARDON
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Strategic Planning and Performance Measurement Template	Meaningful Use of Measure	Completion Method	2018-19		Data Source and Availability	Time Applicable	2018-19	2018-19	Description	Item #	Measure	Strategic	Goal	Type	NOBD	Section
			Base	Target												
Statewide Enterprise Strategic Objective Education, Training, and Human Development	Promotes better customer services to victims	Verify	1	20	Divisional Representative- Victim Services- Annually	2018-19	1	20	Increase the number of automated Victim Services forms to implement a comprehensive plan for retaining employees at all levels of the Department.	2.4.4	Quality Services			M		
			1	20	Divisional Representative- Human Resources- Annually	2018-19	1	20	Create a plan to increase the number of opportunities for advancement	3.1.3	Human Resources			M		
			69	59	Divisional Representative- Human Resources- Annually	2018-19	69	59	Increase the average amount of time (in days) needed to fill internal vacancies	3.1.4	Human Resources			M		
			1	2	Divisional Representative- Human Resources- Annually	2018-19	1	2	Distribute a report compiling the results of the comprehensive exit survey	3.1.8	Human Resources			M		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	To continuously explore and implement processes that create a high performance work culture.	3.2	Performance			S		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	Increase the percentage of supervisors and managers that meet the leadership standards	3.2.2	Performance			M		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	Increase the percentage of supervisors and managers trained on leadership standards	3.2.6	Performance			M		
			100.0%	100.0%	Divisional Representative- Professional Responsibility- Annually	2018-19	100.0%	100.0%	Respond to 100% of all employees' concerns and suggestions with two month	3.2.8	Performance			M		
			1	2	Program Planning and Development- Quarterly	2018-19	1	2	Increase the number of validated workload models	3.2.10	Performance			M		
			1	45	Divisional Representative- Human Resources- Annually	2018-19	1	45	To create systems that support knowledge continuity	3.3	Performance			S		
Healthy and Safe Families	Increases the overall performance of the Department	Verify	1	2	Program Planning and Development- Quarterly	2018-19	1	2	Increase the number of sections with succession plans	3.3.1	Succession Planning			M		
			0.0%	100.0%	Divisional Representative- Professional Responsibility- Annually	2018-19	0.0%	100.0%	Increase the percentage of standard operating procedures for all Department processes	3.3.2	Performance			M		
			6	7	Divisional Representative- Quality Assurance- Annually	2018-19	6	7	To improve project governance procedures and practices.	3.4	Performance			S		
			85.2%	100.0%	Power DMS- Annually	2018-19	85.2%	100.0%	Increase the number of grant applications	3.4.2	Performance			M		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	To Create a Structure to Provide Effective Rehabilitative Services to Offenders	4.1	Performance			S		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	Increase the number of assessment users certified	4.1.5	Performance			M		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	Increase the number of caseload carrying staff trained on Motivational Interviewing	4.1.6	Performance			M		
			No	No	Divisional Representative- Field Operations- One time occurrence	2018-19	No	No	Create performance measures for skill competency	4.1.7	Performance			M		
			26.0%	24.0%	OMS- Monthly	2018-19	26.0%	24.0%	Decrease the number of unemployed offenders	4.1.8	Performance			M		
			0.0%	100.0%	Power DMS- Annually	2018-19	0.0%	100.0%	Increase the number of supervisors trained on CSO and Motivational Interviewing performance measures	4.1.9	Performance			M		
3,338	8,338	OMS- Monthly	2018-19	3,338	8,338	To validate the quality of existing service providers and to make use of those providers listed in the Department registry.	4.2	Performance			S					
3,338	8,338	OMS- Monthly	2018-19	3,338	8,338	Increase the number of service providers referrals entered into the automated tracking system	4.2.3	Performance			M					

Agency Name: DEPARTMENT OF PROBATION, PAROLE & PARDON
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Statewide Enterprise Strategic Objective	Type	Goal	Item #	Measure	Description	2018-19		Time Applicable	Data Source and Availability	Collection Method	Meaningful Use of Measure
						Base	Target				
M	M	4.2.4		Increase the number of eligible offenders who received services through case services	Increase the number of eligible offenders who received services through case services	484	500	Divisional Representative- Program Planning and Development- Monthly	Count- Number of offenders who received services under contractual services	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities	
M	M	4.2.5		Increase the number of quality reviews performed on service providers	Increase the number of quality reviews performed on service providers	0	125	Divisional Representative- Program Planning and Development- Monthly	Count- Number of quality reviews performed	Increases offenders' ability to successfully complete supervision	
4.3 Increase evidence-based rehabilitative programming.											
M	M	4.3.3		Increase the number of employers registered in the Department's job bank	Increase the number of employers registered in the Department's job bank	150	173	Divisional Representative- Job Development- Annually	Count- Number of employers	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities	
M	M	4.3.4		Increase the number of therapeutic opportunities of offender populations	Increase the number of therapeutic opportunities of offender populations	1	2	Divisional Representative- Mental and Behavioral Health Services- Monthly	Count- Number of therapeutic services	Increases offenders' ability to successfully complete supervision and promotes offenders' accountability to financial responsibilities	
M	M	4.3.5		Increase the number of referrals to Rehabilitative Services programs	Increase the number of referrals to Rehabilitative Services programs	421	526	OMS- Monthly	Count- Number of referrals to Rehabilitative Services programs	Increases offenders' ability to successfully complete supervision	

AGENCY NAME:

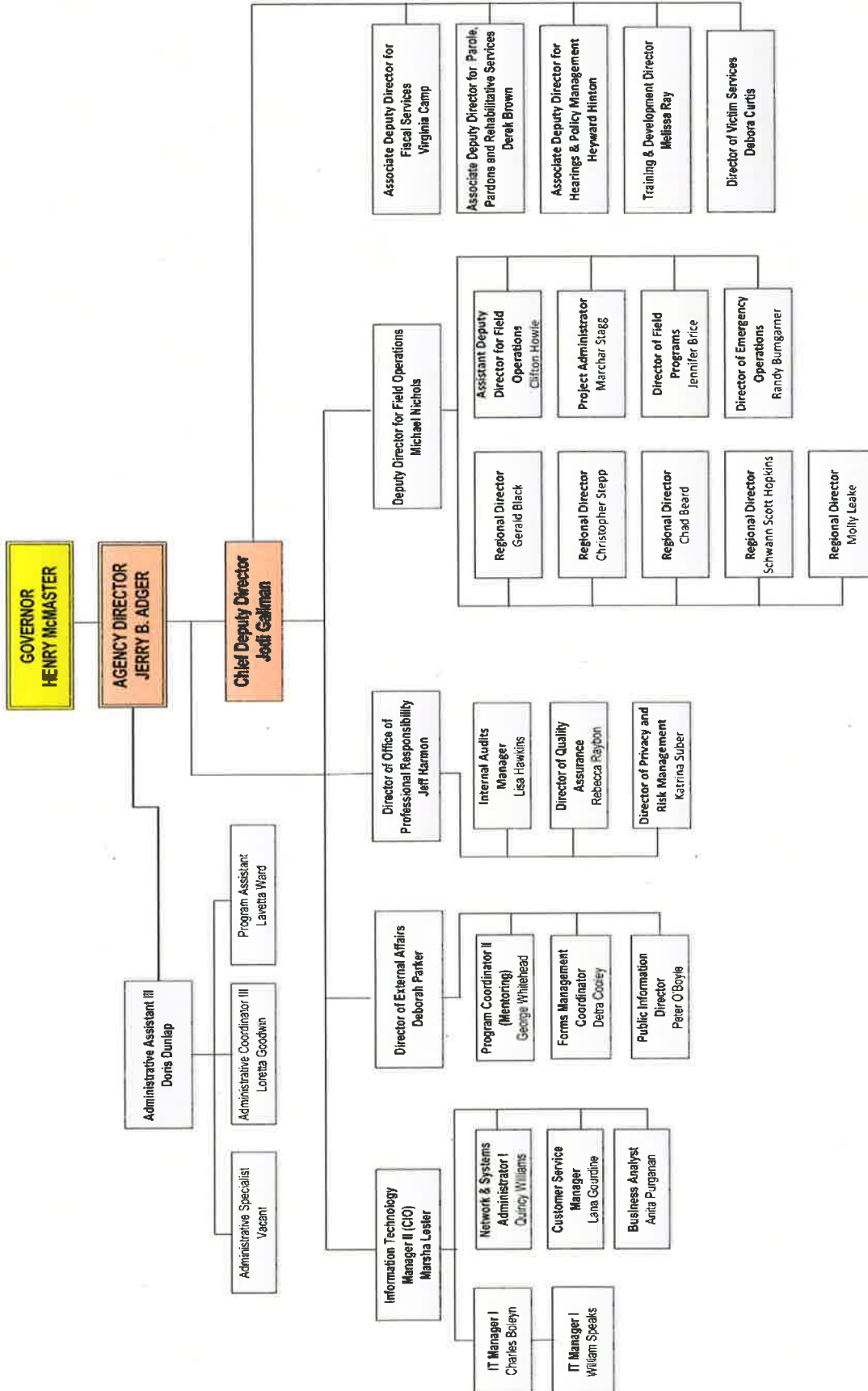
South Carolina Department of Probation, Parole and Pardon Services

AGENCY CODE:

N080

SECTION:

066



UPDATED 8-17-18

S.C. Department of Probation, Parole & Pardon Services
 FY 19-20 Budget Priorities Summary

Priority Number	Priority Title ~Program~	Priority Description ~Decision Packages~	Funding				FTEs			
			Non-Recurring	Recurring	Other Recurring	Federal	Total Requested	State	Other	Total FTEs
1	Offender Supervision	<p>Request for State Appropriations due to Exhaustion of Revenue Collections from the Omnibus Crime Bill and to transfer 40 FTEs to State from Earmarked Fund</p> <p>This is a state appropriated recurring request to fund classified positions and contributions (\$1,963, 798) and to reclassify 40 FTEs from earmarked to state funding for offender supervision.</p> <p>This total request is \$1,963, 798. Following the passage of the 2010 Sentencing Reform Act and Omnibus Crime Bill, supervision fee collection has declined on average by 7% annually, reducing the Agency's revenue from \$10,390,671 in FY 2015 to \$8,426,873 in FY 2018 - an overall reduction of 19%. If this trend continues, PPP will lose even more revenue in FY '19 and will face an even greater reduction in FY '20. This request is to maintain current service and staffing levels.</p>		1,963,798			1,963,798	40	(40)	-40
2	Offender Supervision	<p>IT Request- To maximize IT services to offenders, Courts, the Parole Board, victims and other stakeholders, the Agency must optimize its system performance to ensure consistent and dependable services for day-to-day operations.</p>		4,891,393			4,891,393	5	-	0
3	Offender Supervision	<p>Agent Recruitment and Retention Pay Plan</p> <p>The Department is requesting a total of \$2,043,191.50 for the retention of C1 Certified Agents. The biggest challenge for the Department is retaining experienced agents. The agent's Recruitment and Retention Pay plan is needed in an effort to provide a milestone pay increase for Class 1 Certified law enforcement staff in JC class while providing an incentive for trained, seasoned agents to remain with the Agency. It also serves as a solution for the Department's Agent retention challenges, as well as enhances the Department's ability to be competitive with other Law Enforcement Agencies and entities.</p>		2,043,192			2,043,192			
4	Re-entry Centers	<p>Alston Wilkes Reentry Services</p> <p>Funding was placed in SCDDPPS budget to enhance Rehabilitation Strategies by partnering with Alston Wilkes Society to provide a multitude of services to assist offenders with becoming productive citizens of society.</p>		1,500,000			1,500,000			
FY 2019-20							10,398,383	45	(40)	5

AGENCY NAME:	South Carolina Department of Probation, Parole & Pardon Services		
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**Fiscal Year 2019-20
Agency Budget Plan**

FORM A - BUDGET PLAN SUMMARY

OPERATING REQUESTS (FORM B1)	For FY 2019-20, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting General Fund Appropriations.
	<input type="checkbox"/>	Requesting Federal/Other Authorization.
	<input type="checkbox"/>	Not requesting any changes.

NON-RECURRING REQUESTS (FORM B2)	For FY 2019-20, my agency is (mark "X"):	
	<input type="checkbox"/>	Requesting Non-Recurring Appropriations.
	<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
	<input checked="" type="checkbox"/>	Not requesting any changes.

CAPITAL REQUESTS (FORM C)	For FY 2019-20, my agency is (mark "X"):	
	<input type="checkbox"/>	Requesting funding for Capital Projects.
	<input checked="" type="checkbox"/>	Not requesting any changes.

PROVISOS (FORM D)	For FY 2019-20, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
	<input type="checkbox"/>	Only requesting technical proviso changes (such as date references).
	<input type="checkbox"/>	Not requesting any proviso changes.

Please identify your agency's preferred contacts for this year's budget process.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Virginia J. Camp	803-734-7135	Virginia.Camp@ppp.sc.gov
SECONDARY CONTACT:	Debbie Parker	803-734-0048	Debbie.Parker@ppp.sc.gov

I have reviewed and approved the enclosed FY 2019-20 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	<u>Agency Director</u>	<u>Board or Commission Chair</u>
SIGN/DATE:		
TYPE/PRINT NAME:	Jerry B. Adger	Agency Director

This form must be signed by the agency head – not a delegate.

AGENCY NAME:	South Carolina Department of Probation, Parole & Pardon Services		
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FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	1
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Request for State Appropriations due to the Exhaustion of Revenue Collections from the Omnibus Crime Bill and to transfer 40 FTEs to State from Earmarked
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Provide a brief, descriptive title for this request.

AMOUNT	General: 1,963,798 Federal: Other: Total: 1,963,798
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What is the net change in requested appropriations for FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply: <input type="checkbox"/> Change in cost of providing current services to existing program audience <input type="checkbox"/> Change in case load/enrollment under existing program guidelines <input type="checkbox"/> Non-mandated change in eligibility/enrollment for existing program <input type="checkbox"/> Non-mandated program change in service levels or areas <input type="checkbox"/> Proposed establishment of a new program or initiative <input type="checkbox"/> Loss of federal or other external financial support for existing program <input checked="" type="checkbox"/> Exhaustion of fund balances previously used to support program <input type="checkbox"/> IT Technology/Security related <input type="checkbox"/> Consulted DTO during development <input type="checkbox"/> Related to a Non-Recurring request – If so, Priority # _____
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STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective: <input type="checkbox"/> Education, Training, and Human Development <input type="checkbox"/> Healthy and Safe Families <input checked="" type="checkbox"/> Maintaining Safety, Integrity, and Security <input type="checkbox"/> Public Infrastructure and Economic Development <input checked="" type="checkbox"/> Government and Citizens
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AGENCY NAME:	South Carolina Department of Probation, Parole & Pardon Services		
AGENCY CODE:	N080	SECTION:	66

ACCOUNTABILITY OF FUNDS

In order to ensure the Department continues to operate on solid financial ground, SCDPPPS is requesting \$1,963,798 in state funding to **convert 40 FTEs from the earmark-funded category to state-funded**. This change in funding structure will enable the Department to continue to successfully meet its mission, goals and objectives (2015-2020 Strategic Plan). The Division of Fiscal Services will continually monitor these funds quarterly during budget forecasting & projections to ensure that these funds are evaluated & accounted for.

What specific strategy, as outlined in the FY 2018-19 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS

The recipient of funds are the Offender Supervision Program (1500.050100.000) ; 40 Classified FTEs and Employer Contributions;

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

JUSTIFICATION OF REQUEST

This is a state appropriated recurring request to fund classified positions and contributions (\$1,963, 798) and to reclassify 40 FTEs from earmarked to state funding for offender supervision. This total request is \$1,963,798. Following the passage of the 2010 Sentencing Reform Act and Omnibus Crime Bill, supervision fee collection has declined on average by 7% annually, reducing the Agency's revenue from \$10,390,671 in FY 2015 to \$8,426,873 in FY 2018 - an overall reduction of 19%. If this trend continues, PPP will lose even more revenue in FY '19 and will face an even greater reduction in FY '20. This decision package is to maintain current service and staffing levels.

If this request is not approved, the SC Department of Probation, Parole and Pardon Services current financial obligations will not be met.

Revenue Collections for 39480000 by Fiscal Year			
FY 2015	\$10,390,671		
FY 2016	\$9,526,242	-8%	
FY 2017	\$9,198,732	-3%	
FY 2018	\$8,426,873	-8%	
	Average Decrease	-7%	
Amount Reduction from FY 2015 to FY 2018 =			\$1,963,798
Percentage Decrease from FY 2015 to FY 2018 =			19%

AGENCY NAME:

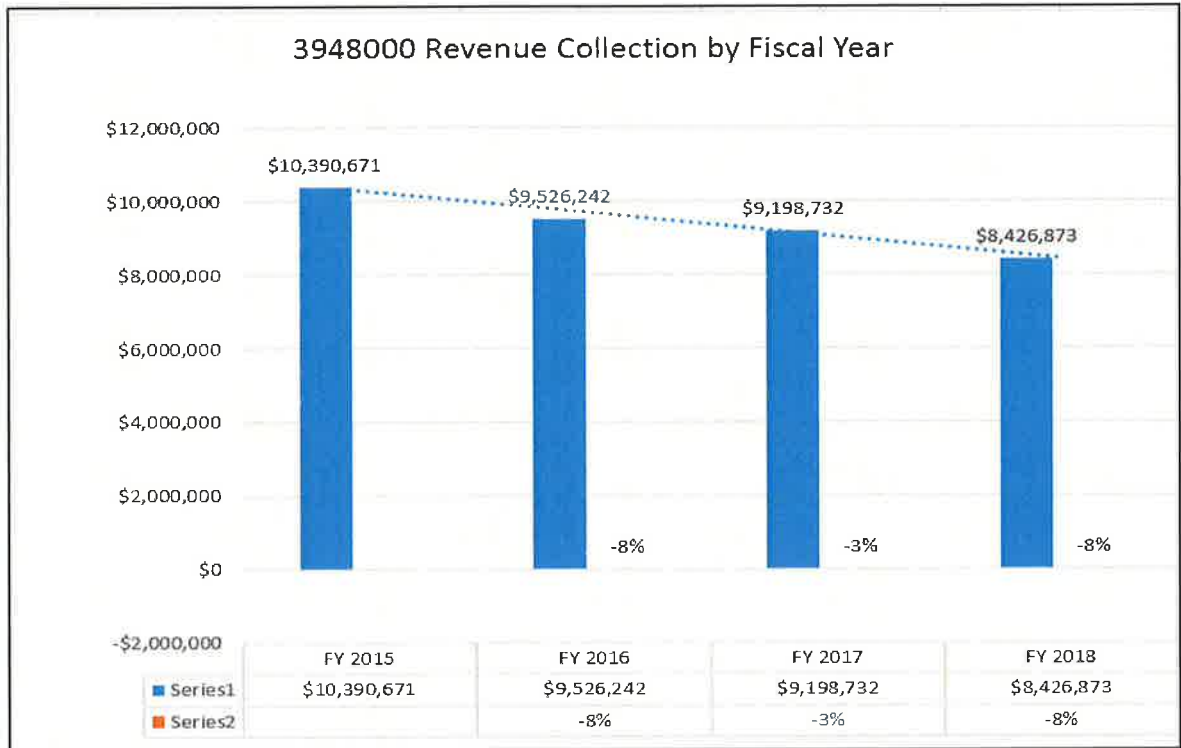
South Carolina Department of Probation, Parole & Pardon Services

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N080

SECTION:

66



State Funded				
Program	GL	Increase	Reduce	FTE
Offender Supervision	501058	1,178,278.80		40
Employer Contributions	513000	785,519.20		
State		1,963,798.00		40
Other				-40
Net FTEs				0

Request State Appropriations to fund 40 FTEs due to the reduction of funds from the Omnibus Crime Bill

Reduction in Earmarked Net -0- in FTEs. Funding change only

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.

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FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	2
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	SCDPPPS Information Technology Needs
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Provide a brief, descriptive title for this request.

AMOUNT	General: \$4,891,393 Federal: \$0.00 Other: \$0.00 Total: \$4,891,393 Operating: \$4,025,838.21 Personnel: \$865,554.40
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What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	Five (5) FTEs and three contract employees (3)
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply:	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input checked="" type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input checked="" type="checkbox"/>	Consulted DTO during development
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective:	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input checked="" type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input checked="" type="checkbox"/>	Government and Citizens	

ACCOUNTABILITY OF FUNDS

This funding request supports the following Statewide Enterprise Strategic Objectives:

- to ensure delivery of a government that serves the needs of South Carolina citizens and inter-agency collaborations, while also supporting the mission of the agency's strategic plan in continuously improving our processes within secure systems.
- to assist with management of business requirements, IT project management, and coordination of information security initiatives for the agency.
- to deliver valuable technology and customer services for the agency, state agencies, and citizens.
- to leverage the State Term Contract for hosting and messaging services, Contact Center services and Integrated Voice Response (IVR) services
- to deliver cost savings and reliable services to all 55 SCDPPPS county offices.

This funding request supports SCDPPPS Strategic Plan Enterprise Goals and Strategy Items 1, 2, 2.4, & 4:
 Special dedicated equipment for protection of information systems infrastructure.
(1) To maintain safety, integrity and security. To promote public safety for the residents of South Carolina.
(2) To continuously improve our processes within secure systems.
(2.4) To improve Departmental data confidentiality and integrity.
(4) To validate the quality of existing service providers and to make use of those providers listed in the Department registry.

What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS

For FTE personnel requests: SCDPPPS would receive these funds for classified full time employees (FTE), and utilize existing state pay bands as the competitive process to determine salary criteria.

For contractual servers: Vendors through the state's staff augmentation contracts will be used (TAPFIN).

For Software Applications (Custom OMS): SCDPPPS existing vendors are the recipients of this funding through the South Carolina state procurement services process awarded from a Best Value Bid.

For Data Security & Protection: SCDPPPS identified vendors would be the recipients of this funding through the South Carolina state procurement services process for securing the identified contracted items for SCDPPPS' data security and protection. The funds will be allocated based on selections from: the Information Security and Privacy Services Security Assessments / Other Consulting Lot Five (5), Products and Services Manufactured Standard Retail Price (MSRP) List.

For Data Connectivity Services: SCDPPPS identified vendors would be the recipients of this funding through the procurement process for securing the identified contracted items for network, circuit and voice.

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For Telecommunications (VoIP): The State Term Contract for hosted Voice over Internet Protocol (VoIP) and Messaging services, Contact Center services and Integrated Voice Response (IVR) services will be one of the awarded vendors.

For Software Applications for Law Enforcement-Centric Warning Intervention Analytics: Selected vendor is Benchmark Analytics.

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

JUSTIFICATION OF REQUEST

Please see attachment for details.

Priority 1: Data Security & Protection: (\$220,000.00)
Priority 2: Data Connectivity Services (\$1,542,638.21)
Priority 3: Software Applications for Offender Management System (OMS) (\$1,773,200.00)
Priority 4: Telecommunications (VoIP) (\$430,000.00)
Priority 5: Software Applications for Law Enforcement-Centric Early Warning/Intervention Analytics (\$60,000.00)
Priority 6: Personnel Requests (3 Contractors, 5 FTEs)
6A: Network Engineer (Staff Augmentation) (\$106/hour = \$212,000.00 annual)
6B: Project Manager (Staff Augmentation) (\$78/hour = \$156,000.00 annual)
6C: Business Analyst (Staff Augmentation) \$75.24/hour = \$150,480.00 annual)
6D: Operational Support (FTE) (Salary & Fringe) \$65,518.60
6E: Customer Service Support (2 FTE positions) (Salary & Fringe) \$65,518.20 x 2 = \$131,037.20
6F: Software Developer (FTE) (Salary & Fringe) \$85,000.00
6G: Support for Application Development (FTE) (Salary & Fringe) \$65,518.60

There will be a significant impact to SCDPPPS if these requested funds are not received. Without this funding, SCDPPPS's ability to manage business requirements, IT projects and information security initiatives would be greatly hampered. The agency's ability to deliver valuable technology and customer services to staff, citizens and other state agencies would be weakened as well. These aforementioned technology improvements are also necessary to improve departmental data confidentiality and integrity.

New positions have been requested because these personnel requests support technical functions that are outside the scope for current shared services.

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.

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Department of Probation, Parole, & Pardon Services Decision Package for FY20

Requests	Original B1/B2
Recurring – Non-Personnel	
<p>Priority 1: <u>Data Security & Protection</u></p> <ul style="list-style-type: none"> • Email protection products: Protect and secure data plus, enhance email retention. • Security procedure enhancements: Ensures email encryption, drive sanitization and equipment disposal • Multifactor authentication: Replacement of VPN appliances • Secure remote access: Implement support solutions • Security testing: Evaluation and implementation required for compliance for online payments 	<p>Barracuda: \$ 35,000.00</p> <p>Authentication Services: \$ 60,000.00</p> <p>Palo Alto VPN Solution: \$ 25,000.00</p> <p>Security Testing: \$100,000.00</p> <p>TOTAL: \$220,000.00</p>
<p>Priority 2: <u>Data Connectivity Services</u></p> <ul style="list-style-type: none"> • Systems performance optimization: Agency must ensure system performance optimization for consistent and dependable day-to-day operations • Teleconferencing reliability: Ensure consistent performance. Eliminate service degradation. Ensure system performance of video/audio feed for Parole Board and Victims Services remote site videoconferencing, etc. • Network performance optimization: Ensure consistent statewide system performance with increased utilization demands from body cameras, mobility, VoIP, and other network performance demands • Mobility performance optimization: Ensure consistent performance with new and increased utilization demands from body cameras, mobility (cell phones, tablet applications) usage 	<p>Data connectivity services include increasing internet speeds at 55 statewide offices.</p> <p>The bandwidth will be allocated based on smaller size offices receiving at least 30Mb and Medium/Large size offices receiving at least 40Mb.</p> <p>30Mb - \$1968.75 per month at each location</p> <p>40Mb - \$2309.40 per month at each location</p> <p>PPP's MPLS cost with the Department of Administration will increase.</p> <p>TOTAL: \$1,542,638.21</p>

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Requests	Original B1/B2
<p>Priority 3: <u>Software Applications for Offender Management System (OMS)</u></p> <ul style="list-style-type: none"> • OMS mobility enhancements: Agency software applications supporting mobile technology features. • OMS application enhancements: Agency continuous improvement initiatives and access to real-time offender information for warrants, citations, or home visits. Specifically, timely access to critical information, reduction of travel time, more time with offenders in the communities, and reduction of rework by law enforcement staff. Improvements in data analytics and reporting will also impact better decision-making. OMS represents a suite of applications covering agency-wide services including field operations and services, parole board services, and services for victims. 	<p>Custom software development labor outsourced to existing SCDPPPS state vendor (NWN).</p> <p>Mobility Enhancements: \$94,784.00</p> <p>Application Enhancements: \$1,412,436.00</p> <p>Support and Maintenance: \$265,980.00</p> <p>TOTAL: \$1,773,200.00</p>
<p>Priority 4: <u>Telecommunications (VoIP)</u></p> <ul style="list-style-type: none"> • Reliable services: Dependable and streamlined services ensure dependability of performance using more efficient technology. • Centralized service management: Removal of disparate systems, communications and support. This will ensure a centralized management of phone systems for the remaining 47 out of 55 SCDPPPS offices. • Enhanced features and performance quality: Improved telephone quality and features to allow a more robust tool for internal communications. This includes phone features that not all offices currently have including: voicemail, phone number portability, caller ID, paging/intercom, automated attendants, secured conferencing, and enhanced fax services. • Potential savings: The savings for the initial 8 SCDPPPS offices which is not part of this request has been estimated by Spirit to be \$1,224.52 per month. However, it is important to note that the lack of basic features in some county offices (e.g., voicemail) may not result in quantitative savings but will result in a higher quality experience of services provided. 	<p>The State Term Contract for hosted Voice over Internet Protocol (VoIP) and Messaging services, Contact Center services and Integrated Voice Response (IVR) services will be one of the awarded vendors.</p> <p>Vendor Services include implementation, management, and support of VoIP network services at 55 statewide offices.</p> <p>Voice over Internet Protocol: \$293,750.00</p> <p>Vendor Services: \$136,250.00</p> <p>TOTAL: \$430,000.00</p>
<p>Priority 5: <u>Software Applications for Law Enforcement-Centric Early Warning/Intervention Analytics</u></p> <ul style="list-style-type: none"> • Benchmark Management System (BMS): Software platform designed for law enforcement for use in Human Resources, Office of Professional Responsibility, and 	<p>Vendor pricing (Benchmark Analytics) includes hosting, implementation, training, and support.</p> <p>BMS:</p>

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Requests	Original B1/B2
Procurement decision-making. <ul style="list-style-type: none"> • First Sign: Benchmark Analytics' Early Warning Intervention Models for use by law enforcement • Case Action Response Engine (CARE): Recommends specific policing-centric and employee-based interventions. 	\$30,000 First Sign: \$15,000 CARE: \$15,000 TOTAL: \$60,000.00
Total Recurring (Non-Personnel)	TOTAL: \$4,025,838.21

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Requests	B1/B2
Recurring – Personnel (Priority 6)	
<p>Note: Positions absorbed by shared services were not back-filled. The following personnel requests for contractual services entail technical functions that are outside of the scope for current shared services and require specialized skillsets to ensure expeditious completion of IT infrastructure projects necessary for day to day operations and critical business needs.</p>	
<p>Priority 6A: <u>Network Engineer (Staff Augmentation)</u></p> <ul style="list-style-type: none"> • Technical knowledge and support: Ensures ongoing daily network operations, information security workflows, project dependencies, and new issues such as PCI compliancy for credit card management that are taking its place. • Security audits and testing performance: Ensure execution of security auditing, penetration testing, and proper development and administration of security policies and procedures. 	<p>Contractual Services: \$212,000.00 \$106/hour</p>
<p>Priority 6B: <u>Project Manager (Staff Augmentation)</u></p> <ul style="list-style-type: none"> • Project Management governance: Project management methodologies will ensure agency personnel resources and workflows are prioritized to meet agency level strategic plans, statewide strategic IT plans, and Statewide Enterprise Strategic Objectives for South Carolina. 	<p>Contractual Services: \$156,000.00 \$78/hour</p>
<p>Priority 6C: <u>Business Analyst (Staff Augmentation)</u></p> <ul style="list-style-type: none"> • Business analysis: Detailed analysis will ensure thorough research, business case analysis and cost benefit analysis is completed to assist in the management and development of projects during project management efforts. 	<p>Contractual Services: \$150,480.00 \$75.24/hour</p>
<p>Priority 6D: <u>Operational Support</u></p> <ul style="list-style-type: none"> • Technical Desktop Support: Provides end user support and other initial contact (Tier 1 and Tier 2) support for hardware and software. Currently four support the SCDPPPS Agency for 55 state offices in addition to the Central Office. There is a need to increase the support pool to ensure services can be provided in a consistent matter. 	<p>Salary: \$39,311.16 Fringe Benefits: \$26,207.44 (40%) Total Salary & Fringe: \$65,518.60</p>

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Requests	B1/B2
<p>Priority 6E: <u>Customer Service Support (2 Positions)</u></p> <ul style="list-style-type: none"> • Technical and User/Customer Support: Provides end user support and other initial contact (Tier 1) support for software (OMS), access, cell and VoIP phones. Currently four support the SCDPPPS Agency for 55 county offices in addition to the Central Office. There is a need to increase the support pool to ensure services can be provided in a consistent matter. 	<p>Salary: \$39,311.16 x 2 = \$78,622.32</p> <p>Fringe Benefits: \$26,207.44 x 2 = \$52,414.88</p> <p>Total Salary & Fringe: \$131,037.20</p>
<p>Priority 6F: <u>Software Developer</u></p> <ul style="list-style-type: none"> • Application development: Agency internal developer to address immediate supplemental programming support; additional application development staff is needed for the application development section. 	<p>Salary: \$51,000</p> <p>Fringe Benefits: 40% \$34,000</p> <p>Total Salary & Fringe: \$85,000</p>
<p>Priority 6G: <u>Support for Application Development</u></p> <ul style="list-style-type: none"> • Application development: Agency internal developer to address immediate supplemental programming support; additional application development staff is needed for the application development section. 	<p>Salary: \$39,311.16</p> <p>Fringe Benefits: 40% \$26,207.44</p> <p>Total Salary & Fringe: \$65,518.60</p>
<p>Total Recurring (Personnel):</p>	<p>FTEs:</p> <p>Salary \$208,244.64</p> <p>Fringe Benefits (40%) \$138,829.76</p> <p>Total Salary & Fringe \$347,074.40</p> <p>+ Contractual Services: \$518,480.00</p> <p>TOTAL: \$865,554.40</p>
<p>Total Budget Recurring</p>	<p>TOTAL: \$4,891,392.61</p>

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FORM B1 – RECURRING OPERATING REQUEST

AGENCY PRIORITY	3
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Provide the Agency Priority Ranking from the Executive Summary.

TITLE	Agent Recruitment and Retention Pay Plan
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Provide a brief, descriptive title for this request.

AMOUNT	General: 2,043,192 Federal: Other: Total: 2,043,192 (Salary: 1,225,916 Fringe: 817,276)
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What is the net change in requested appropriations for FY 2019-20? This amount should correspond to the total for all funding sources on the Executive Summary.

NEW POSITIONS	N/A
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Please provide the total number of new positions needed for this request.

FACTORS ASSOCIATED WITH THE REQUEST	Mark "X" for all that apply: <input type="checkbox"/> Change in cost of providing current services to existing program audience <input type="checkbox"/> Change in case load/enrollment under existing program guidelines <input type="checkbox"/> Non-mandated change in eligibility/enrollment for existing program <input type="checkbox"/> Non-mandated program change in service levels or areas <input type="checkbox"/> Proposed establishment of a new program or initiative <input type="checkbox"/> Loss of federal or other external financial support for existing program <input type="checkbox"/> Exhaustion of fund balances previously used to support program <input type="checkbox"/> IT Technology/Security related <input type="checkbox"/> Consulted DTO during development <input type="checkbox"/> Related to a Non-Recurring request – If so, Priority # _____
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STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES	Mark "X" for primary applicable Statewide Enterprise Strategic Objective: <input type="checkbox"/> Education, Training, and Human Development <input type="checkbox"/> Healthy and Safe Families <input type="checkbox"/> Maintaining Safety, Integrity, and Security <input checked="" type="checkbox"/> Public Infrastructure and Economic Development <input type="checkbox"/> Government and Citizens
--	---

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ACCOUNTABILITY OF FUNDS

Staff retention has a direct impact on the success and failure of any organization, and the implementation of this plan will provide additional incentives for seasoned Agents to remain with SCDPPPS (2015-2020 Strategic Plan Objective 3.1.6). The Office of Human Resources & Fiscal Services will work collaboratively in an effort to monitor this process and will ensure that these funds are evaluated & accounted for on an annualized basis.

What specific strategy, as outlined in the FY 2018-19 Strategic Planning and Performance Measurement template of agency's accountability report, does this funding request support? How would this request advance that strategy? How would the use of these funds be evaluated?

RECIPIENTS OF FUNDS

C1 Certified Agents within the Department of Probation, Parole & Pardon Services

What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?

JUSTIFICATION OF REQUEST

The Department is requesting a total of \$2,043,191.50 for the retention of C1 Certified Agents. The biggest challenge for the Department is retaining experienced agents. The agent's Recruitment and Retention Pay plan is needed in an effort to provide a milestone pay increase for Class 1 Certified law enforcement staff in JC class while providing an incentive for trained, seasoned agents to remain with the Agency. It also serves as a solution for the Department's Agent retention challenges, as well as enhances the Department's ability to be competitive with other Law Enforcement Agencies and entities.

If new funds are not available, the Department risks losing experienced, skilled agents and other law enforcement support staff.

Time Frame Agents' Departure
July 2016 – May 2018

78 Agents Left Agency

Within 3 years 34.62% left

Within 6 years 56.41% left

Within 10 years 64.10% left

(Data extracted from SCDPPPS Human Resources May 2018)

AGENCY NAME:
AGENCY CODE:

South Carolina Department of Probation, Parole & Pardon Services

N080

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SCDPPPS PROBATION AND PAROLE
Agent Recruitment and Retention Pay Plan

Class Codes	YEARS OF PPP AGENT EXPERIENCE	\$ Increase*	Budgeted Cost to Include Fringe	Minimum Salary	REQUIREMENTS Training & Performance	
					Training	EPMS Results
JL32	<1	\$1,000	\$ 33,600.00	\$35,000 \$36,000 C-1	Obtain C-1 Certification and must be current on all required and in-service training	N/A
JL32, JL33, JL34 Class (If JL32, will re-class to JL33)	3	10-15%	\$ 406,372.54	N/A	Must be current on all required and in-service training	Must be a successful performance rating or higher
JL32, JL33, JL34 Class	6	10-15%	\$247,432.92	N/A	Must be current on all required and in-service training	Must be a successful performance rating or higher
JL32, JL33, JL34 Class	10	10-15%	N/A	N/A	Must be current on all required and in-service training	Must be a successful performance rating or higher
JL32, JL33, JL34 Class	10+	10%	\$ 829,381.84	N/A	Must be current on all required and in-service training	Must be a successful performance rating or higher
JL35 & JL36*	N/A	10%	\$ 526,404.20	N/A	Must be current on all required and in-service training	Must be a successful performance rating or higher

*NOTES: Total of \$2,043,192.00 based on 10%

Increase may be adjusted due to budgetary restraints and reasons. Increase may not bring salary above pay band maximum.
Increase effective date is based on Agent Career Track experience anniversary date.
Disciplinary actions within one year of the designated Increase effective date are not eligible to receive Increase until action has been on file for one year.
Does not include Regional Directors

Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.

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FORM D – PROVISO REVISION REQUEST

NUMBER	66.6 <i>Cite the proviso according to the renumbered list for FY 2019-20 (or mark "NEW").</i>
TITLE	Public Service Employment Set-Up Fee <i>Provide the title from the FY 2018-19 Appropriations Act or suggest a short title for any new request.</i>
BUDGET PROGRAM	Offender Supervision (1500.0501000.000) <i>Identify the associated budget program(s) by name and budget section.</i>
RELATED BUDGET REQUEST	N/A <i>Is this request associated with a budget request you have submitted for FY 2019-20? If so, cite it here.</i>
REQUESTED ACTION	Amend <i>Choose from: Add, Delete, Amend, or Codify.</i>
OTHER AGENCIES AFFECTED	N/A <i>Which other agencies would be affected by the recommended action? How?</i>
SUMMARY & EXPLANATION	<p>Existing Proviso: <i>In addition to any other fee, the department may charge an adult offender placed under the jurisdiction of the department, who is ordered to public service employment by the court, a twenty-five dollar Public Service Employment set-up fee. The fee must be retained by the department and applied to the department's supervision process. The department shall submit a report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee on the number of offenders who were assessed the set-up fee and the amount of funds collected.</i></p> <p>This directive highlighted below was inserted in this proviso in FY 2008 due to state economy budget constraints. We are asking that this language be deleted as it is no longer required by the Chairman of the Senate Finance Committee nor the Chairman of the House Ways and Means Committee.</p> <p><i>(The department shall submit a report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee on the number of offenders who were assessed the set-up fee and the amount of funds collected.)</i></p> <p><i>Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.</i></p>

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FISCAL IMPACT

None

Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.

**PROPOSED
PROVISO TEXT**

It should now read as follows:

In addition to any other fee, the department may charge an adult offender placed under the jurisdiction of the department, who is ordered to public service employment by the court, a twenty-five dollar Public Service Employment set-up fee. The fee must be retained by the department and applied to the department's supervision process. ~~The department shall submit a report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee on the number of offenders who were assessed the set-up fee and the amount of funds collected.~~

Paste FY 2018-19 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.

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South Carolina Department of Probation, Parole and Pardon Services

N08

SECTION:

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**FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION
CONTINGENCY PLAN**

TITLE

Agency Cost Savings and General Fund Reduction Contingency Plan

AMOUNT

\$1,216,035

What is the General Fund 3% reduction amount (minimum based on the FY 2017-18 recurring appropriations)? This amount should correspond to the reduction spreadsheet prepared by EBO.

**ASSOCIATED FTE
REDUCTIONS**

These are all operating expenditures

How many FTEs would be reduced in association with this General Fund reduction?

**PROGRAM/ACTIVITY
IMPACT**

II. Program and Services

A. Offender Programs

1. Offender Supervision
2. Sentencing Reform

What programs or activities are supported by the General Funds identified?

The loss of funds for data connectivity services would significantly hinder the Department's ability to be fully operational in the following ways.

If General Fund Appropriations were reduced it would mean that implementation of body camera technology for law enforcement officers would be less productive. Additionally, system performance degradation would be experienced during day to day business operations when conducting Victim Services video conferencing, telecommunications with citizens, and service access of business applications. Having dependable data connectivity is vital to ensuring agency staff can manage ignition interlock business procedures, promptly exchange important public safety information with state and federal law enforcement partners, and properly utilize sentence reform methods in support of offenders as they reenter our communities. Reduction in data connectivity funds would affect our ability to accomplish strategic plans of the agency, meet statewide enterprise objectives, and to continually enhance our proficiencies utilizing existing and new IT shared services to better serve the State of South Carolina. SCDPPPS would be forced to seek funding from unreliable "other funding sources" to support the recurring cost of data connectivity services.

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South Carolina Department of Probation, Parole and Pardon Services

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The Department would be hindered in its effort to support victims, effectively prepare offenders, and proactively protect the state of South Carolina in support of the Agency's mission.

1. Reduction in Temporary/Contract Staffing 300,000
2. Travel, Workshops & Conference - \$296,035
3. Information Technology –Data Connectivity \$620,000

Total = \$1,216,035 (Recurring funds)

Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.

**AGENCY COST
SAVINGS PLANS**

- Leverage State term contracts for data connectivity services to deliver cost savings
- Re-evaluate internal processes and spending practices
- Looking explore other options for staff attending paid training & conferences.

Total Projected Savings: \$50,000

The savings will be repurpose to our IT Department to help support Data Connectivity for the Department.

What measures does the agency plan to implement to reduce its costs and operating expenses by more than \$50,000? Provide a summary of the measures taken and the estimated amount of savings. How does the agency plan to repurpose the savings?

AGENCY NAME:
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South Carolina Department of Probation, Parole & Pardon Services

N080

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FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS

TITLE

Taxpayer Savings due to Sentencing Reform Implementation

Provide a brief, descriptive title for this request.

EXPECTED SAVINGS TO BUSINESSES AND CITIZENS

Sentencing Reform Implementation= Over \$39,242,560 saved to state taxpayers since 2010

What is the expected savings to South Carolina's businesses and citizens that is generated by this proposal? The savings could be related to time or money.

FACTORS ASSOCIATED WITH THE REQUEST

Mark "X" for all that apply:

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> | Repeal or revision of regulations. |
| <input type="checkbox"/> | Reduction of agency fees or fines to businesses or citizens. |
| <input checked="" type="checkbox"/> | Greater efficiency in agency services or reduction in compliance burden. |
| <input type="checkbox"/> | Other |

METHOD OF CALCULATION

Sentencing Reform Savings

Through rehabilitative efforts, SCDPPPS has sent 1,633 fewer offenders to prison, compared to 2010 numbers, saving taxpayers over \$39,242,560 as of November 2017. SCDPPPS utilizes a 2-page formula/model designed by the VERA Institute of Justice to calculate the cost avoidance to SC Department of Corrections and taxpayer savings each year due to SCDPPPS's successful implementation of sentencing reform. The method of calculation is located on pages 21 and 22 of the 2017 SCDPPPS Report to the Sentencing Reform Oversight Committee:

<https://www.dppps.sc.gov/content/download/134769/3070337/file/FY+2017+SROC+Report+%28FINAL%29.pdf>

Describe the method of calculation for determining the expected cost or time savings to businesses or citizens.

REDUCTION OF FEES OR FINES

Not applicable.

Which fees or fines does the agency intend to reduce? What was the fine or fee revenue for the previous fiscal year? What was the associated program expenditure for the previous fiscal year? What is the enabling authority for the issuance of the fee or fine?

REDUCTION OF REGULATION

Enabling authority: Title 24, Chapter 28 of State Code of Laws mandates SCDPPPS to carry out sentencing reform implementation.

Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?

SUMMARY

Through the use of evidence-based practices and revision of its rehabilitative efforts, SCDPPPS has sent 1,633 fewer offenders to prison, compared to 2010 numbers, saving taxpayers over \$39,242,560 as of November 2017.

From FY 2010 through FY 2017, SCDPPPS has experienced a 51% reduction in violation of compliance revocations (probation rules), and there has been a 43% reduction in new offense revocations over that same time period. SCDPPPS is also a national leader in case closures; the department has a 79% successful probation closure rate (offender completion of supervision without being revoked to prison or jail) - compared to the national average of 64%. And PPP has an 84% successful closure rate among parolees- compared to the national average of 62%.

These very positive statistics have had an enormous impact on South Carolina's citizens. Offenders who are diverted from prison and allowed to remain in the community save taxpayers money through reduced incarceration fees and averted court costs. The average daily cost to supervise an offender on probation is \$4.50, compared to the average daily cost of \$52.20 to supervise an inmate at SCDC.

Several local studies have shown that SCDPPPS's sentencing reform efforts continue to have a multi-million dollar effect on the state's economy. In particular, local spending by the 1,633 employed offenders diverted from prison through SCDPPPS intervention has had a multi-million dollar impact on the state's economy. It's also notable that sentencing reform often creates new jobs; offenders who reenter the workforce typically work in occupations that often supplement the current work force. Employed in the community, offenders are also enabled to provide for their families- creating a major impact on child support payments.

SCDPPPS saves South Carolina taxpayers money when sentencing reform programs reduce the need for the expansion of government programs and increased taxes.

Cost Avoided to Taxpayers and Maximum SCDPPPS Reinvestment for Sentencing Reform Implementation



Provide an explanation of the proposal and its positive results on businesses or citizens. How will the request affect agency operations?



S.C. Department of Probation, Parole & Pardon Services

FY 2019-2020

Law Enforcement and Criminal Justice Subcommittee Proviso Request Summary

Proviso # in FY 19-20 Act	Proviso Title	Short Summary	Agency Recommended Action (keep, change, delete, add)
66.1	Sale of Equipment	All revenue generated by the Department of Probation, Parole and Pardon Services from the sale of various equipment in excess of \$575, less the cost of disposition incurred by the Department of Administration, may be retained and carried forward into the current fiscal year and expended for the purpose of purchasing like items.	Keep
66.2	Interstate Compact Application Fee	The department may charge offenders an application fee set by the department, not to exceed the department's actual costs, to offenders applying for transfers out of or into the state under the Interstate Compact Act. The application fee shall be retained by the department to offset the cost of the Interstate Compact Act. All unexpended funds at year-end may be retained and carried forward by the department to be expended for the same purpose.	Keep
66.3	GED Learn and Earn Program	From the funds appropriated in Part 1A, the department may enter into agreements with statewide colleges, technical colleges, and school districts for the purpose of providing GED and GED Prep education to offenders. Offenders of the department enrolled in the program must repay the department the cost of the course and materials within six months of obtaining their GED.	Keep
66.4	Sex Offender Monitoring Carry Forward	The Department of Probation, Parole and Pardon Services is authorized to carry forward any unexpended funds in the Sex Offender Monitoring program. These funds must be used for the sex offender monitoring program. For the purpose of calculating the amount of funds which may be carried forward by the department, Sex Offender Monitoring program funds carried forward by this provision shall be excluded from the calculation of the carry forward authorized by provision elsewhere in this act.	Keep
66.5	Offender Drug Testing Fee	The department may charge offenders a fee set by the department, not to exceed \$50, for the purpose of drug testing. If it is determined that the offender is indigent, this fee must be waived. The fee shall be retained by the department to offset the cost of drug testing. All unexpended funds at year-end may be retained and carried forward by the department to be expended for the same purpose.	Keep
66.6	Public Service Employment Set-Up Fee	In addition to any other fee, the department may charge an adult offender placed under the jurisdiction of the department, who is ordered to public service employment by the court, a twenty-five dollar Public Service Employment set-up fee. The fee must be retained by the department and applied to the department's supervision process.	Change



S.C. Department of Probation, Parole & Pardon Services

FY 2017-18 Carry Forward Information

Fund Number	Fund Title	FY 2018 Ending Cash Balance	Current Cash as of 12/11/2018	Carry Forward Authority	Describe in detail why the agency needs to carry forward a balance greater than one-sixth (16.5% = 60 days) of the funds identified as total expenditures for the prior fiscal year
10010021	STATE CARRY FORWARD	2,743,910	1,460,468	Proviso 117.23	The fund balance at year end will be less than one-sixth of the funds identified as total expenditures for the prior fiscal year.
30350000	OPERATING REVENUE	1,226,386	469,125	66.1; 66.2; 66.5; 14-1-204; 24-21-87; 24-21-100; 24-21-80; 24-21-85	Carry-forward funds are required to cover salaries, contributions, and operating expenditures not fully supported by the Agency's revenue generated during the first quarter of the fiscal year.
39480000	OMNIBUS CRIM ACT1985	453,561	281,069	14-1-206; 14-1-207; 14-1-208	Carry-forward funds are required to cover salaries, contributions, and operating expenditures not fully supported by the Agency's revenue generated during the first quarter of the fiscal year.
32690000	SUPER FURLOUGH REV	545,906	470,020	24-21-80	Carry-forward funds are required to cover salaries, contributions, and operating expenditures not fully supported by the Agency's revenue generated during the first quarter of the fiscal year.
32730000	DACOR-ADMIN FEE	1,096,750	558,638	24-21-490 (B)	Carry-forward funds are required to cover salaries, contributions, and operating expenditures not fully supported by the Agency's revenue generated during the first quarter of the fiscal year. These funds are restricted and used to support victims related programs & activities.
34650000	SEX OFFENDER MONITOR	165,820	157,341	66.4	This fund is restricted revenue that can only be used for the Sex Offender Monitoring Program. The revenue generated is to maintain the Electronic Monitoring Device which monitors the Sex Offenders.
34L80000	IGNITION INTERLOCK	609,598	604,926	56-5-2941	This program is restricted to the expenditures (Salaries, contributions, operating expenses) related to the IID program and mandates as required.
OTHER FUNDS (Earmarked) TOTAL		6,841,931	4,001,587		



S.C. Department of Probation, Parole & Pardon Services

FY 2017-18 FTE Information

Program	Authorized FTE's			Filled FTE's			Vacancies			
	State	Other	Program Total	State	Other	Federal	Program Total	State	Other	Program Total
Administration	21	34	55	23	24		47	-2	10	8
Offender Supervision	407	149	556	380.25	123		503.25	26.75	26	52.75
Sex Offender Monitoring	54	0	54	50.25	0		50.25	3.75	0	3.75
Sentencing Reform	52	0	52	39.5	0		39.5	12.5	0	12.5
Re-entry Programs	0	6	6	0	5		5	0	1	1
Parole Board Operations	9	12	21	6	15		21	3	-3	0
Agency FTE Total	543	201	744	499	167	0	666	44	34	78
Temporary Employees				8	12.2	1.8	22			
Parole Board			0	6			6			
Agency Employee Total	543	201	744	513	179.2	1.8	694	44	34	78



Commission on Accreditation for
Law Enforcement Agencies, Inc.
13575 Heathcote Boulevard
Suite 320
Gainesville, Virginia 20155

Phone: (703) 352-4225
Fax: (703) 890-3126
E-mail: calea@calea.org
Website: www.calea.org

July 28, 2018

Mr. Jerry Adger
Director
South Carolina Department of Probation, Parole and Pardon Services
2221 Devine Street
Columbia, SC 29250

Dear Director Adger:

CALEA® Accreditation serves as the *International Gold Standard for Public Safety Agencies* and this correspondence serves to acknowledge the South Carolina Department of Probation, Parole and Pardon Services has been awarded CALEA Law Enforcement Accreditation effective July 28, 2018 for the first time. This award may remain in effect for four years and the agency retains all privileges associated with this status during that period.

The process of CALEA Accreditation begins with a rigorous self-assessment, requiring a review of policies, practices and processes against internationally accepted public safety standards. This is followed with an assessment by independent assessors with significant public safety experience. Additionally, public feedback is received to promote community trust and engagement, and structured interviews are conducted with select agency personnel and others with knowledge to assess the agency's effectiveness and overall service delivery capacities. The decision to accredit is rendered by a governing body of twenty-one Commissioners following a public hearing and review of all reporting documentation.

Although the award symbolizes a significant professional accomplishment, it is also a demarcation for the agency to remain in compliance with CALEA standards. To this end, the agency must remit annual status reports to document its progression of continuous organizational improvement. The first three reports are to be submitted on the agency's award date of July 28, and the fourth report should be submitted three months prior to the next assessment period.

CALEA congratulates the South Carolina Department of Probation, Parole and Pardon Services for demonstrating a commitment to professional excellence through accreditation. The CALEA Accreditation indices are the *Marks of Professional Excellence* and should be displayed proudly by those that have earned them.

Sincerely,

Craig Webre
Chairperson

W. Craig Hartley, Jr.
Executive Director

November
2018

Report to the Sentencing Reform Oversight Committee



**SOUTH CAROLINA DEPARTMENT OF
PROBATION, PAROLE AND PARDON SERVICES**

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Major Accomplishments

This past fiscal year, the South Carolina Department of Probation, Parole and Pardon Services (SCDPPPS) has sustained its continued commitment to implement the mandates of the Omnibus Crime Reduction and Sentencing Reform Act of 2010. Through the utilization of many innovative strategies, SCDPPPS has saved taxpayers more than \$52 million by diverting over 1,900 offenders from the South Carolina Department of Corrections (SCDC) (2015-2020 Strategic Plan Objectives 1.1.1, 1.1.7, and 1.3.1).

These accomplishments have led to successful supervision completion rates that exceed national averages. The FY 2018 SCDPPPS probation successful closure rate was 81% compared to the national average of 60%. The parole successful closure rate was 83% compared to the national average of 61% (Bureau of Justice Statistics, *Probation and Parole in the United States, 2016, Revised April 28, 2018*).

One of the most significant achievements during FY 2018 was attaining national accreditation. **SCDPPPS is the first probation agency in the nation to achieve accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA).** The Department is the third South Carolina cabinet agency to become CALEA certified, preceded by the State Law Enforcement Division and the Department of Public Safety. In March 2018, two CALEA assessors visited SCDPPPS and reviewed the Department's policies, procedures, and management strategies. SCDPPPS was found to be in 100% compliance with all applicable standards. Through the process of reviewing and revamping several policies and procedures, SCDPPPS has experienced improvements in documentation practices, evidence collection, training curriculum, officer safety practices and the creation of a statewide emergency communications system. The Department completed its implementation of these new, improved policies in March 2018, and later received its official initial accreditation on July 28th. SCDPPPS will next pursue accreditation on the state level.

This past fiscal year, SCDPPPS successfully completed 11 Strategic Plan objectives. The most significant of those objectives include establishing three additional remote videoconferencing sites for parole hearings, co-hosting community awareness events for the Ignition Interlock Device Program and developing new leadership training standards. (2015-2020 Strategic Plan Objectives 1.2.1, 1.2.3, 1.3.6, 2.1.1, 2.1.3, 2.2.2, 3.2.1, 3.2.4, 3.2.9, 3.4.1, and 4.1.4).

The latest cohort tracked by SCDPPPS has a recidivism rate of 50% of offenders arrested within three years of case closure and only 18% of offenders admitted to the SC Department of Corrections within three years of case closure. In the coming year, the Department will explore increasing the number of measures used to calculate its recidivism rate to better align with national recidivism measures.

The Department has also begun efforts to actively address homelessness among offenders under SCDPPPS jurisdiction. According to the Council of State Governments (2017), about 10% of offenders who leave prison are homeless for some period of time after release. In the

past, the Department did not have a method to accurately identify the number of homeless offenders in the Department's Offender Management System (OMS). At the end of FY 2018, a process was created by the Department's Office of Program Planning and Development to identify, track and address homeless individuals. Statewide implementation will follow dissemination of training and guidelines in FY 2019.

Other offender services have been expanded as well. As of May 2017, SCDPPPS had 1,651 offenders under supervision for domestic violence. As of June 2018, that number increased to 1,917. Recognizing a need to address this growing societal problem, using \$1,224,000 in recurring funds allocated by the General Assembly in the FY 2017-2018 budget, SCDPPPS implemented specialized Domestic Violence Agent caseloads. **SCDPPPS hired 20 Domestic Violence Agents who are located in 11 counties and serve the entire state. In its first year, this pilot project is showing positive results with an 82% successful case closure rate** (i.e., percentage of offenders who complete their probation term without a new criminal conviction). Experienced Agents were promoted, trained and certified to supervise this unique population (2015-2020 Strategic Plan Objective 1.1.6). The average caseload for these Agents is 51 offenders, enabling Agents to focus solely on supervising this high-risk group.

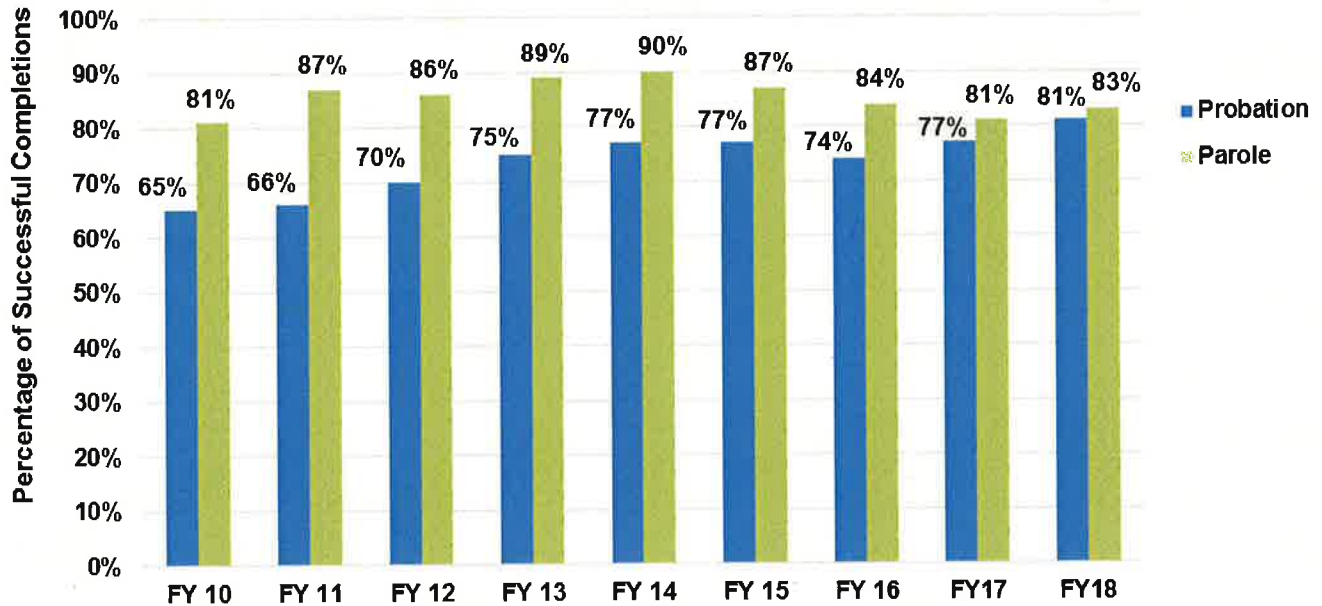
SCDPPPS has also experienced reduced Agent caseloads due to the hiring of additional **Offender Supervision Specialists** (OSS), non-law enforcement certified staff members who monitor standard level offenders (58% of the SCDPPPS active offender population). At the end of FY 2018, the SCDPPPS employed 62 OSS positions in 29 counties, compared to 32 OSS in 15 counties the previous fiscal year. The creation and expansion of the OSS position has enabled the Department to achieve its goal of reducing caseload sizes and enhancing case management. Compared to baseline numbers of August 2015, this program has reduced Agent caseloads in the four counties with the highest offender populations (Charleston, Greenville, Richland, and Spartanburg) by 35% (2015-2020 Strategic Plan Strategy 1.1).

As aforementioned, this past fiscal year SCDPPPS updated its **Statewide Service Provider Directory** to bolster victim advocacy by including victim resources and programming as well as court-ordered programs for offenders. The current database now includes more than 250 providers. Enhancements were made to the quality review process which removed programs whose criteria did not meet Department standards thereby ensuring consistency and program integrity. Statewide training on the use of the directory was delivered.

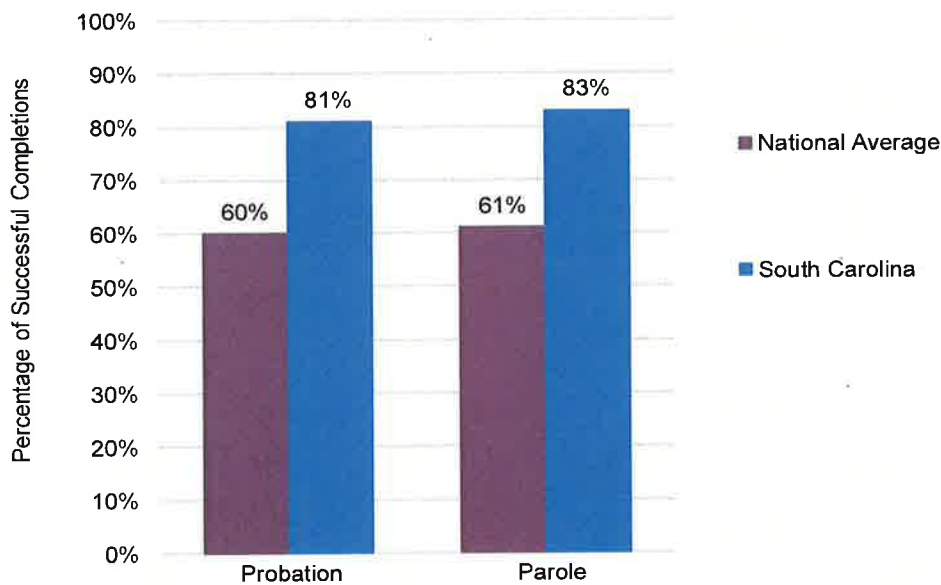
Success Rates: Since FY 2010, the rate of successful completions has increased for both probation and parole.

- In FY 2010, probation had a success rate of 65% and parole had a success rate of 81%.
- In FY 2018, the rate of successful completion increased to 81% for probation and 83% for parole. This reflects a 16% increase for probation and 2% increase for parole since FY 2010.
- SCDPPPS' successful completion rates are above the national average.

Probation and Parole Success Rates Since FY10



Probation and Parole Success Rates Compared to the National Average



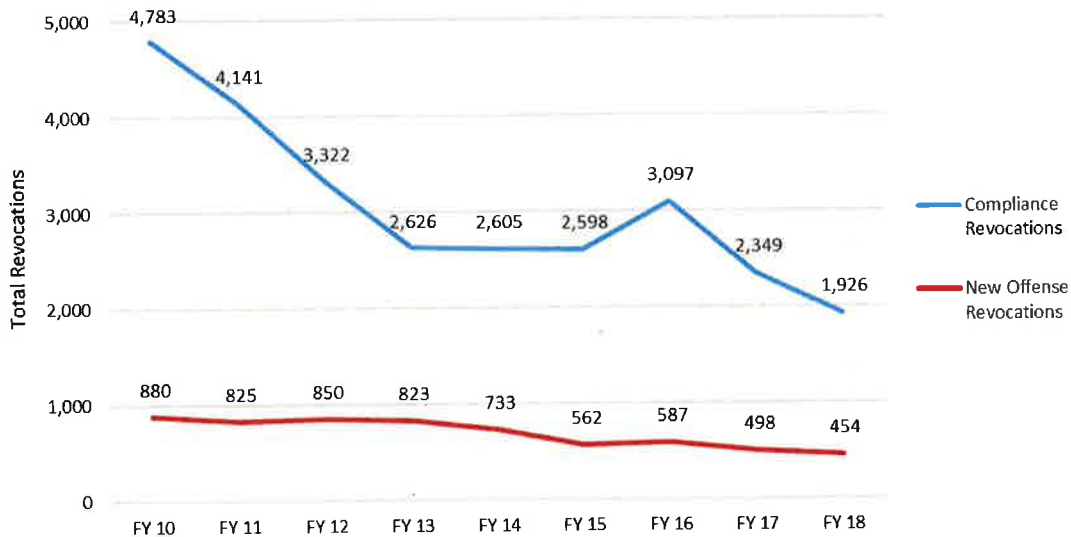
* National Average represents the most recent data available from calendar year 2016.
 Bureau of Justice Statistics' Report *Probation and Parole in the United States, 2016* (April 2018)

Overview

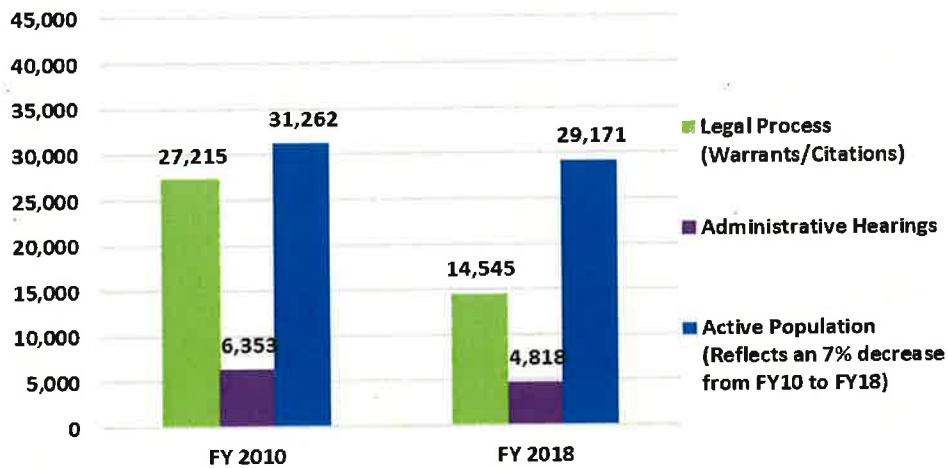
The Department has implemented supervision strategies that resulted in the reduction of recidivism and the financial impact to SCDC while maintaining public safety. The following reductions from the FY 2010 baseline data have been achieved for FY 2018:

- 59% (-1,943) Reduction of compliance revocation admissions to SCDC
- 58% (-3,283) Overall reduction in supervision revocation rates
 - 60% (-2,857) Reduction in compliance revocation rates
 - 48% (-426) Reduction in new offense revocation rates
- 47% (-12,670) Overall reduction in the issuance of legal process (i.e., warrants and citations)
- 0% (122) Overall change in administrative hearings

Revocation Decline Since the Passage of the Sentencing Reform Act of 2010

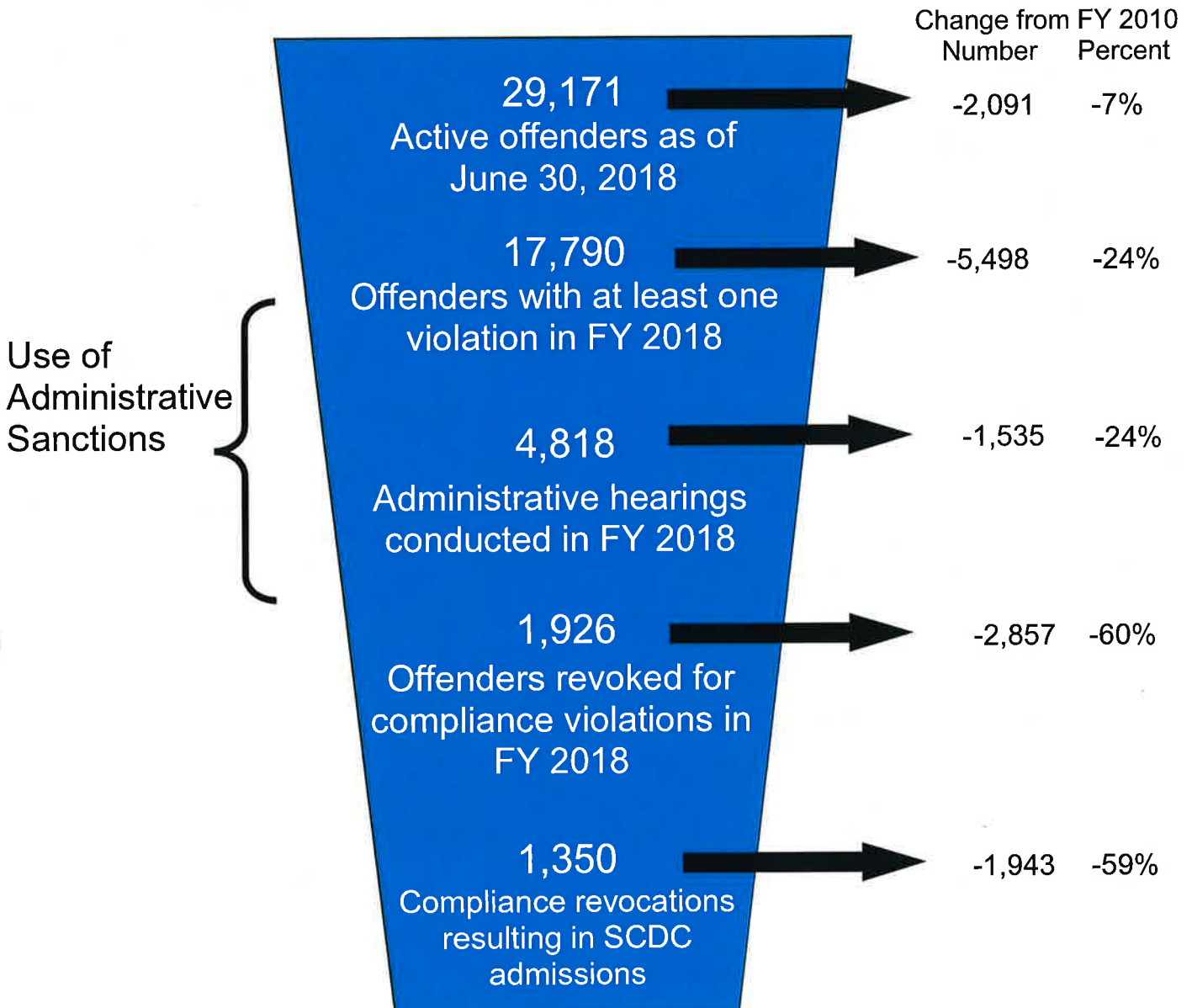


Reduction in Process



SCDPPPS FY 2018 Violations Summary

Impact of Sentencing Reform Act Strategies



Administrative Sanctions:

- 185 PSE Conversions
- 23 PSE Sanctions
- 8,574 Fee Exemptions
- 8,811 Fee Restructures
- 9,128 Home Visits
- 6,893 Other Administrative Sanctions
- 9,185 Verbal/Written Reprimands

42,799 Total Sanctions

Data as of: 6/30/2018
Updated: 10/18/2017

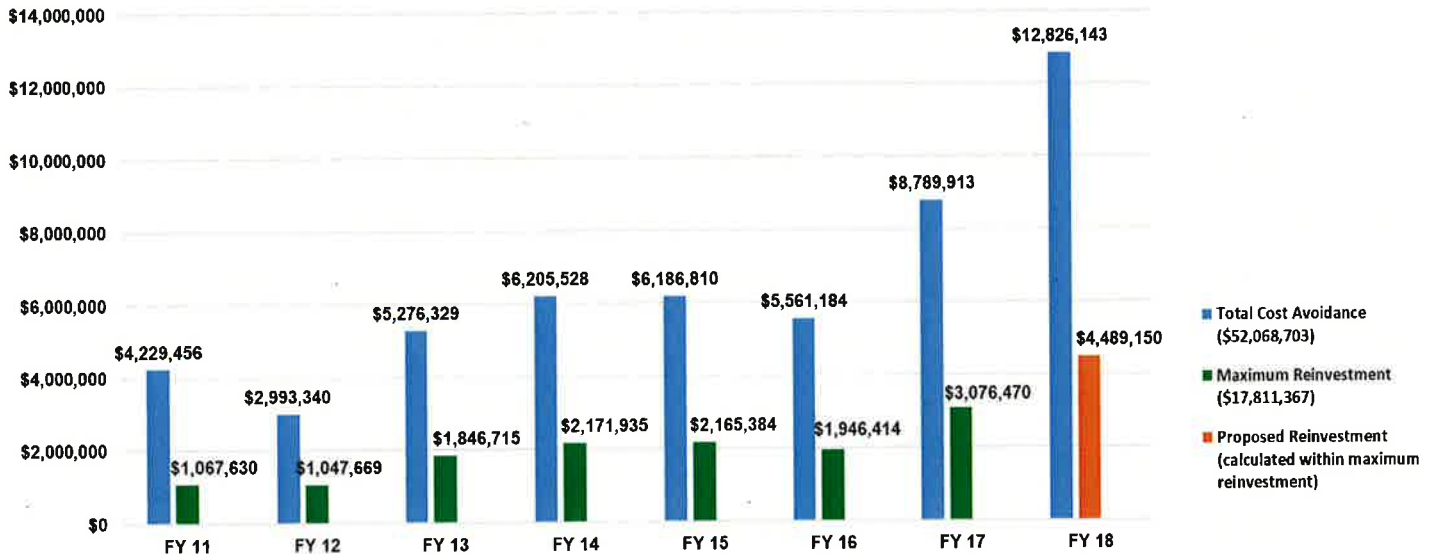
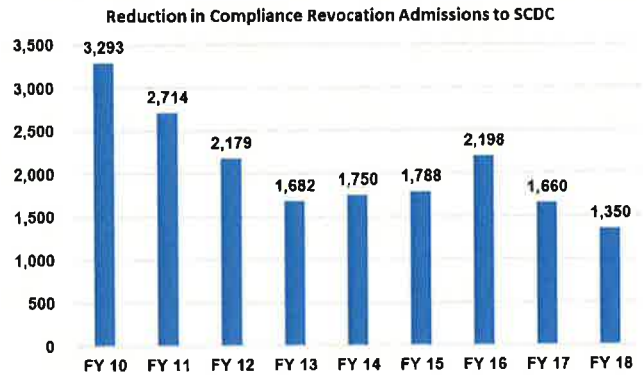
Cost Avoidance

For the sixth year in a row, the Department has achieved its goal of reducing the impact to SCDC through the reduction in the number of offenders revoked for compliance violations and subsequently admitted to SCDC. This year's cost avoidance is \$12,826,143. This is a 203% increase since FY 2010 and a 46% increase since FY 2017.

FY 2018 – Cost Avoidance Calculations for the Sentencing Reform Act*

FY 2018 SCDPPPS avoided bed-days	706,785
Variable cost avoidance	\$5,965,265
Step-fixed cost avoidance	\$6,860,878
Total cost avoidance for FY 2018	\$12,826,143
Maximum reinvestment (\$12,826,143 X 35%)	\$4,489,150

* Numbers are rounded.



1,943 – Total reduction in compliance revocation admissions to SCDC from FY 2010 through 2018.
\$52,068,703 – SCDPPPS' total cost avoidance for Sentencing Reform from FY 2011 through 2018.
\$17,811,367 – SCDPPPS' total proposed maximum reinvestment from FY 2011 through 2018.

Cost Avoidance Methodology

- The Sentencing Reform Oversight Committee (SROC) received technical assistance from the VERA Institute of Justice to design a model to calculate the cost avoidance to SCDC in FY 2012 and beyond.
- The cost avoidance model with FY 2018 data is located on page 22 of the appendix. The model provides a description of all variables used to generate the total cost avoidance.

Cost of Supervision

Below is an estimate of the fiscal impact for SCDPPPS to maintain non-compliant offenders in the community.

Yearly cost to SCDPPPS per offender for FY 2018	\$1,949
Daily supervision cost per offender (high supervision) FY 2018	\$5.34
Supervision days for FY 2018	706,785
Supervision cost for FY 2018	\$3,774,232
Total supervision cost for FY 2011 through FY 2018	\$16,717,260

* 41% decrease in supervision fees collected and retained between FY 2010 and FY 2018
(decrease of \$3,801,564)

Reinvestment Recommendation

Funding Priority 1: Develop a Mental Health Program

Background: The Department is committed to implementing evidence based services for the population under supervision with mental health and co-occurring disorders. The aim is to reduce the expense involved with future criminal justice system interactions and the burden on local health care systems. Compared to the national average of 5% of the population suffering from a serious mental illness, 10-25% of those incarcerated suffer from such serious mental illnesses such as schizophrenia and major affective disorders. Additionally, at least half of inmates in the U.S. prison system report having mental health concerns¹. Added funding in this area would assist the Department in achieving its strategic goals to promote public safety for the residents of South Carolina and create a structure to provide effective rehabilitative services to offenders.

Potential use of Funding:

Mental Health Caseload Specialization – Estimated Cost \$1,268,019

- Establish specialized caseload agents with appropriate training and agent to offender caseload ratios to support the mental health stability of the population more efficiently.
- Reduce public expenditures related to incarceration diversion and hospital admissions by implementing evidence-based intervention techniques focusing on crisis stabilization, housing, therapeutic supports, medication compliance, and vocational training.
 - 12- Number of FTE's needed for Mental Health Agents
 - 3- Number of FTE's needed for Mental Health Supervisors

SCDC Pre-Release Case Management- Estimated Cost \$68,895

- Conduct case management duties to ensure inmates from SCDC with a mental health designation have a comprehensive discharge plan to include stable housing, community based treatment providers, and vocational/education referrals in place prior to release to SCDPPPS' supervision.
 - 1- Number of FTE's needed for case management at inpatient and step-down mental health facilities (both located at Kirkland Correctional Institution)

Continuing Education/Skill Acquisition- Estimated Cost \$30,000

- Participate in on-going continuing education seminars and workshops to increase knowledge and gain skills to work directly with the mentally ill justice involved population.

Case Services- Estimated Cost \$700,000

- Allocate funds to support the recovery and stability of the mentally ill offender population by subsidizing treatment services, medications, housing, and other needs.

Total Estimated Cost: \$2,066,914

Percentage of Total Reinvestment: 46%

¹ National Research Council. (2014). *The Growth of Incarceration in the United States: Exploring Causes and Consequences*. Washington, DC: The National Academies Press.
<https://doi.org/10.17226/18613>. pp 204-205. Retrieved November 16, 2018 from
<http://www.apa.org/monitor/2014/10/incarceration.aspx>.

Funding Priority 2: The Expansion of Specialized Supervision

Background: In July 2015, SCDPPPS had 730 offenders under supervision for a domestic violence offense statewide. As of August 2018, the number of statewide domestic violence offenders increased to 1,891. Projections indicate that this population will continue to increase. The Department also utilizes specialized caseloads for sex offenders. Additional funding for specialized caseloads would assist the Department in achieving its strategic goals to promote public safety for the residents of South Carolina and develop the organization and workforce while delivering quality services.

Potential Use of Funding: Due to the continuous growth of highlighted populations, additional funding would allow for smaller caseloads, increased training for agents supervising specialized caseloads, specific technologies and services for the offenders. The Department would be able to provide increased case management and supervision to identified offenders which would assist in long-term success. This initiative continues to provide public safety, aid in reducing recidivism and reduce violence against victims.

Total Estimated Cost: \$2,422,236 for 17 additional FTE's salary, fringe benefits (15 agents and 2 unit supervisors), alcohol monitoring for the offender population, treatment/services for offenders to include but not limited to substance abuse, batterer's intervention and mental health and training for the specialized agents.

Estimated Cost Breakdown:

Additional Agents: \$1,159,125

Additional Supervisors: \$165,550

Alcohol Monitoring: \$600,000

Treatment/Services: \$397,561

Training: \$100,000

Percentage of Total Reinvestment: 54%

Section 18

Driving Under Suspension

FY 2018 Highlights (All information as of June 30, 2018)

There were no admissions

Total Driving Under Suspension GPS Tracking Admissions

FY	Total Admissions	Total Closures	Total	% Successful Closures
11	1	1	1	100%
12	0	N/A	0	N/A
13	0	N/A	0	N/A
14	0	N/A	0	N/A
15	0	N/A	0	N/A
16	0	N/A	0	N/A
17	0	N/A	0	N/A
18	0	N/A	0	N/A

§ 56-1-460(A) (c)

- Statutory eligibility – DUS 3rd offense or greater and offense date of June 2, 2010 or later.
- Statute mandates fees be charged to cover full costs of monitoring, must have landline phone, and must agree to have electronic monitoring equipment installed.

Section 38

Drug Offenses

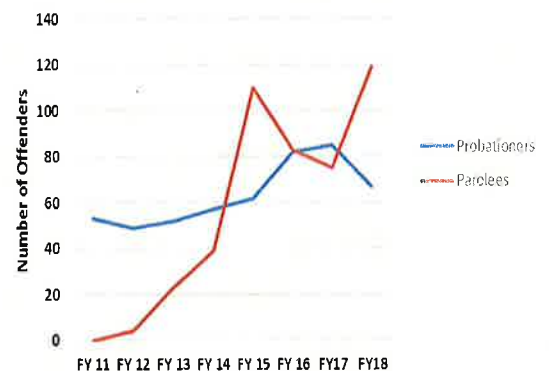
FY 2018 Highlights (All information as of June 30, 2018)

- 429 inmates are currently eligible by statute
 - 72 (17%) of the eligible inmates are currently scheduled for a parole hearing
- 1,353 inmates have been heard for parole since inception
 - 699 (52%) inmates have been granted parole
 - 569 inmates were released to SCDPPPS' supervision
 - 14 inmates are pending completion of pre-release programming (e.g., ATU and SPICE)
 - 116 inmates had their conditional parole rescinded
- 67 offenders sentenced to probation by the courts in lieu of incarceration
- 59,378 bed days saved for inmates released to parole, which equates to a cost avoidance of \$1,077,711
 - 291,168 total bed days saved (FY 2012 to FY 2018) for inmates released to parole, which equates to a total cost avoidance of \$3,705,449
- 145,507 bed days saved for offenders given straight probation, which equates to a cost avoidance of \$2,640,957
 - 1,098,906 total bed days saved (FY 2011 to FY 2018) for offenders given straight probation, which equates to a total cost avoidance of \$13,240,421

§ 44-53-375

- Statutory eligibility – ten specific drug offenses and sentence date of June 2, 2010 or later.
 - Non-violent offenders- after serving 25% of their sentence.
 - Violent offenders- after serving 33% of their sentence.

Admissions with SRA Drug Offenses



Section 40

Conditional Discharge

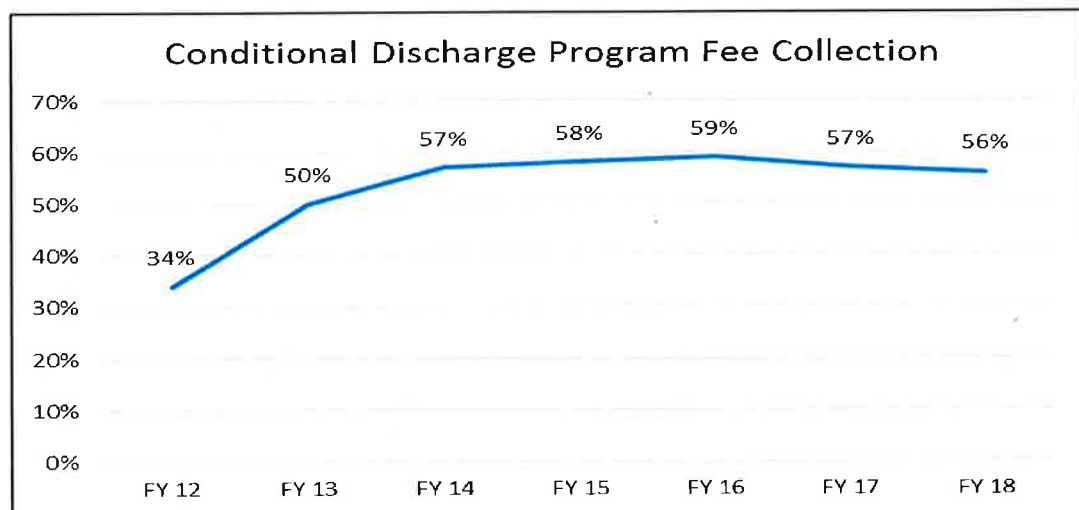
FY 2018 Highlights (All information as June 30, 2018)

- 1,160 offenders were admitted to the program in FY 2018 for a total of 6,519 admissions since inception
- 698 offenders active in the program
- 1,203 closures
 - 568 (47%) offenders closed successfully
 - 635 (53%) offenders were returned to the Solicitor's Office
- 10.09 months – average length of supervision
- Conditional Discharge fees (which go to the solicitor) since inception: \$1,301,948 (62%) collected from offenders that are now closed and \$32,059 (12%) from offenders that are still active for a total of \$1,334,007 (56%) collected

§ 44-53-450

- Statutory eligibility – If (1) the defendant has not previously been convicted of any offense under this article, or any offense under any state or federal statute relating to marijuana, or stimulant, depressant, or hallucinogenic drugs, and (2) the current offense is possession of a controlled substance under either Sections 44-53-370 (c) and (d), or Section 44-53-375 (A) of the Code of Laws of South Carolina 1976, as amended, then without a guilty adjudication the defendant is placed on probation.
- Upon fulfillment of the terms and conditions and payment of a \$350 fee, the court shall discharge the defendant and dismiss the proceedings.

Total Conditional Discharge Closures					
FY	Total		Total	% Successful	
	Total Successful Closures	Unsuccessful Closures			
11	11	11	22	50%	
12	229	90	319	72%	
13	506	242	748	68%	
14	516	246	762	68%	
15	472	340	812	58%	
16	474	422	896	53%	
17	523	519	1,042	50%	
18	568	635	1,203	47%	
Total	3,299	2,505	5,804	57%	



Sections 45 & 52

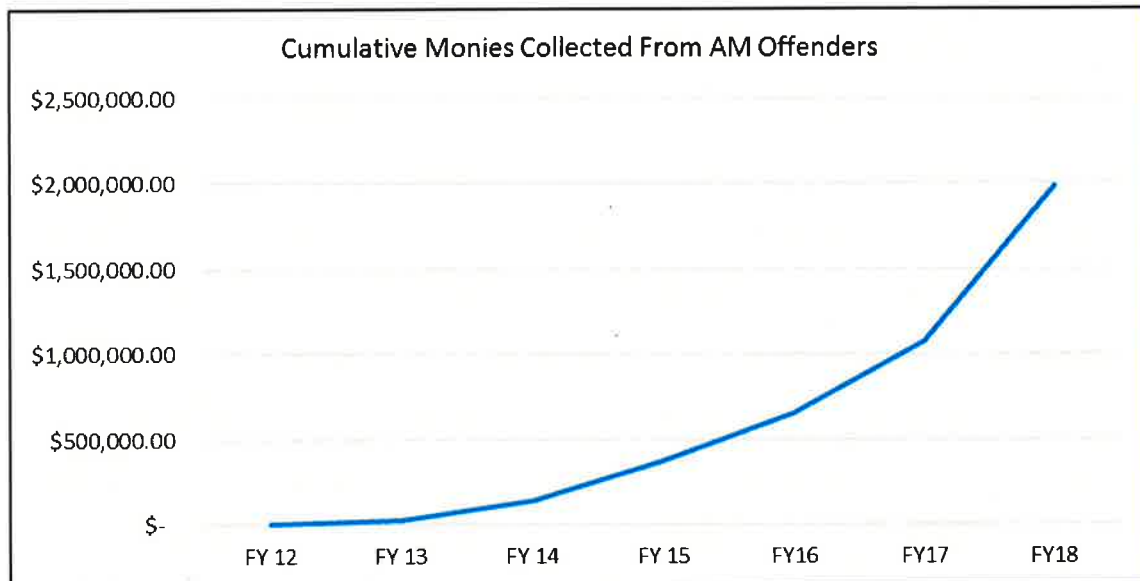
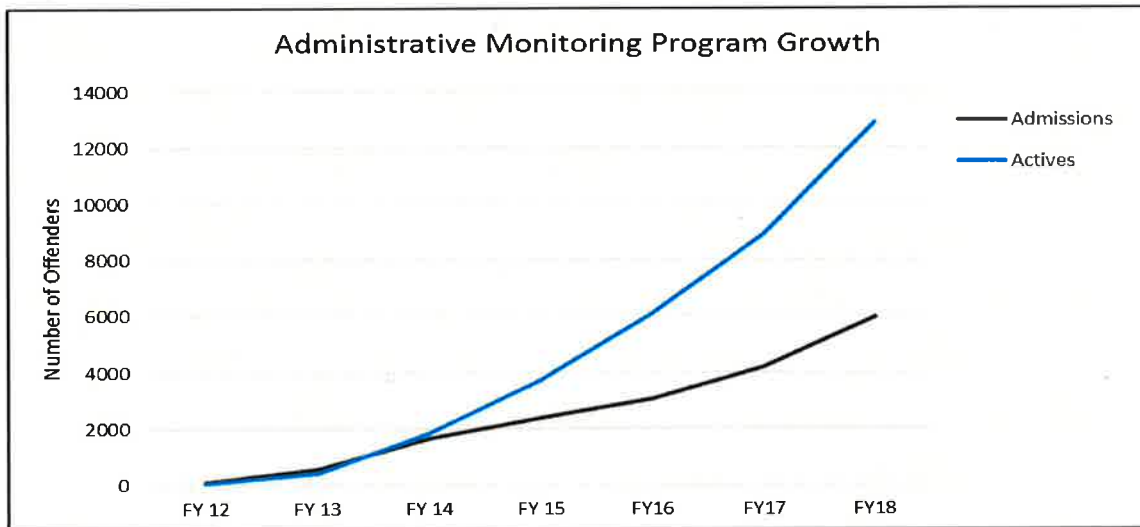
Administrative Monitoring (AM)

FY 2018 Highlights (All information as June 30, 2018)

- 32,955 offenders are currently eligible
- 50,308 cases are currently eligible
- 5,943 offenders were admitted to the program
- 7,453 cases were placed in the program
- 12,868 offenders active in the program
- 16,480 active cases in the program
- 1,019 offenders successfully completed the program
- Current obligations: \$5,136,945 owed / 39% collected

§ 24-21-100

- Statutory eligibility – If (1) the offense date of January 1, 2011 or later, and (2) upon the completion of traditional supervision, and if all obligations other than financial have been met, then offender is in fee-monitoring only status.



Sections 45 & 50

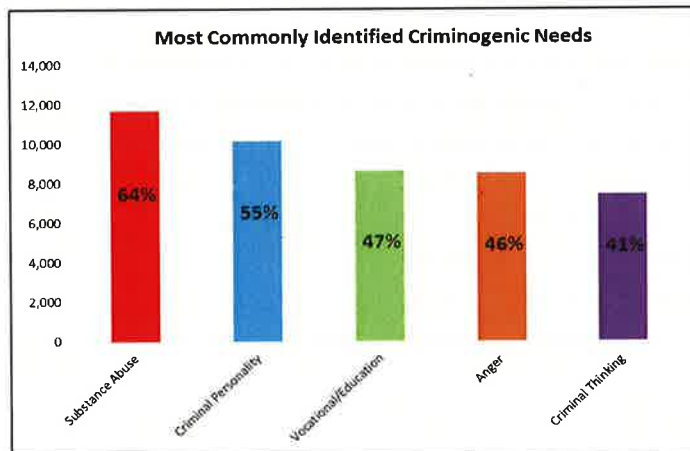
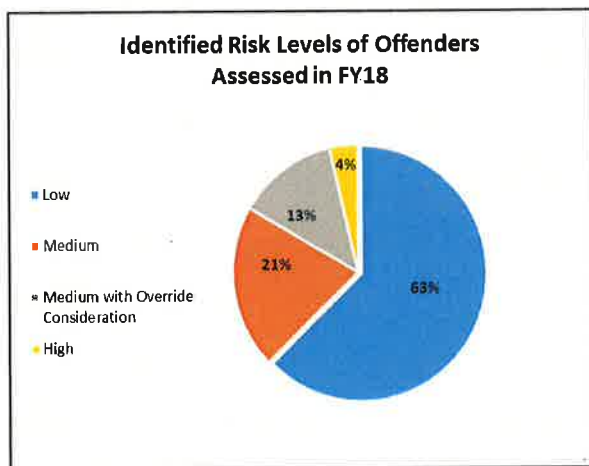
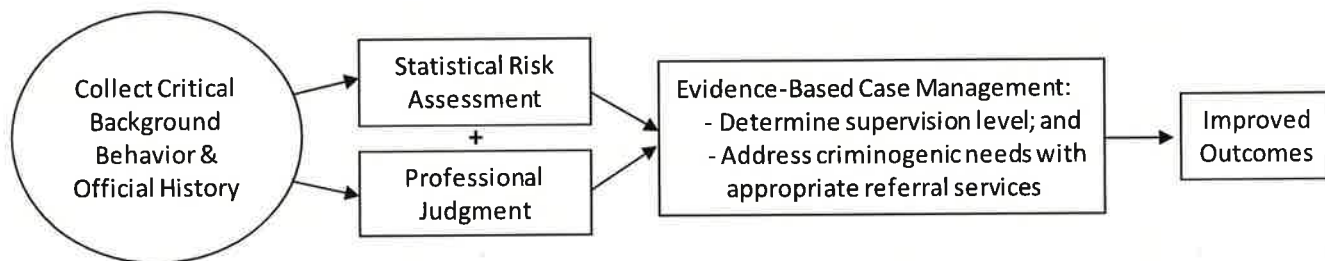
Supervision Risk/Needs Assessment

FY 2018 Highlights (As of June 30, 2018)

- 22,332 total assessments completed
 - 12,669 Full Core Assessments
 - 9,607 Initial Community Assessments
 - 56 Recidivism Risk Screener
- 18,356 total offenders assessed
- 16,159 Case Supervision Reviews (type of re-assessment) completed
- The diagram below describes how the validated actuarial risk/needs assessment tool is used in conjunction with professional judgment to assess offender risk and determine supervision levels:

§ 24-21-280(C)

- Adopt a validated actuarial risk/needs assessment tool that is consistent with evidence-based practices.
- The actuarial assessment tool shall include a screener, which shall be used as a triage tool, and a comprehensive version.



Closures by Risk/Needs Assessment Tool Findings for FY 2018

	Total Successful Closures	Total Unsuccessful Closures	Total	% Successful
Low	8,148	1191	9,339	87%
Medium	2,545	662	3,207	79%
Medium with Override Consideration	1,548	580	2,128	73%
High	410	188	598	69%
Total	12,651	2,621	15,272	83%

Sections 45 & 46

Parole Risk/Needs Assessment

FY 2018 Highlights (As of June 30, 2018)

- 3,089 reentry assessments completed on inmates eligible for parole (including inmates yet to be heard)

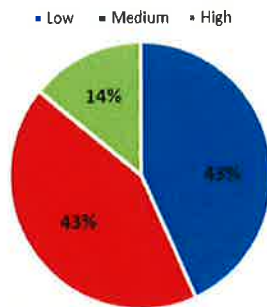
§ 24-21-10(F)

- Adopt a validated actuarial risk/needs assessment tool that is consistent with evidence-based practices.
- In addition to objective criteria, the Parole Board shall use the tool in making parole decisions.

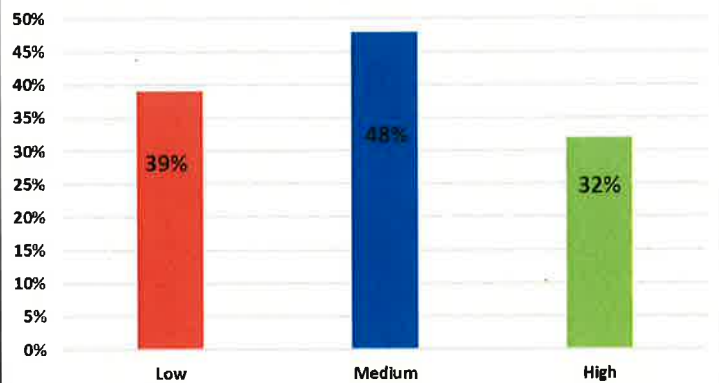
Assessment Finding	Outcome		Total	Parole Rate
	Parole	Reject		
Low	523	814	1,337	39%
Medium	638	679	1,317	48%
High	138	297	435	32%
Total	1,299	1,790	3,089	42%

* Due to a small number of inmates being inaccessible (e.g., out of state), this information should not be used to calculate overall parole rates.

Reentry Assessment Findings Completed in FY 2018



Parole Rate by Reentry Assessment Finding



Section 46

Parole Board Member Training

FY 2018 Highlights (As of June 30, 2018)

- Parole Board members completed a total of 208 hours of training
- Parole Board members attended the Association of Paroling Authorities Conference.
- Parole Board members attended both the spring and fall SC Criminal Justice Training Conferences.
- Parole Board members completed Online Security and Safety videos.

Sample of Training Topics:

- Active Shooter Preparation
- Best Practices in Victim Services
- Emotional Survival
- Forensic Science Updates
- Human Trafficking
- Intimate Partner Violence
- Mental Health Issues in Corrections

§ 24-21-10

- Requires new members of the Parole Board to complete a comprehensive training course developed by SCDPPPS using training components consistent with those offered by the National Institute of Corrections or the American Probation and Parole Association.
- Requires each member of the Parole Board to complete eight hours of annual training.

- Parole Practices and the Media
- Successful Reentry
- Trauma and Parole Work
- Youthful Offender Releases
- Civil Rights Training

Section 48

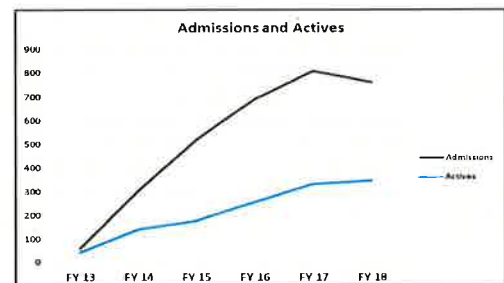
Supervised Reentry

FY 2018 Highlights (As of June 30, 2018)

- 2,722 offenders are statutorily eligible for future release
- 760 offenders were admitted to the program
- 345 offenders active in the program
- 727 (95%) offenders placed in the program successfully completed
- 136,937 bed days saved for inmates released to Supervised Reentry, which equates to a cost avoidance of \$2,485,407
 - 537,070 total bed days saved (FY 2013 to FY 2018), which equates to a total cost avoidance of \$7,475,563

§ 24-21-32

- Statutory eligibility – offense date of January 1, 2011 or later, and a minimum of two years incarceration must be served (includes credit for time served).
- Mandatory release if criteria are met
- Maximum supervision of 6 months



Section 50

Compliance Credits

FY 2018 Highlights (All information as June 30, 2018)

- 33,013 offenders were eligible to earn compliance credits at some point during the fiscal year
- 5,460,797 credits could have been earned in FY 2018
- 1,771,558 credits have been earned
- 19,791 offenders have earned compliance credits
- 79,328 compliance credits were revoked
- 2,536 offenders had compliance credits revoked
 - 97% (2,450) of offenders with compliance credits revoked had their credits revoked due to unsuccessful closure of supervision
- 3,707 offenders closed early due to earning compliance credits
 - 156.3 days - the average number of days that offenders closed early due to compliance credits
 - 23.8 months - the average time under supervision for offenders who closed early due to compliance credits

§ 24-21-280

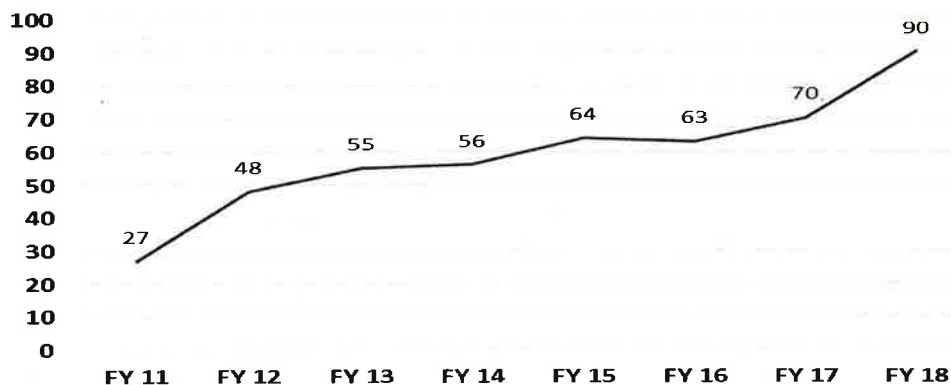
- Statutory eligibility – offense date of January 1, 2011 or later, and an aggregate of 366 days or more of supervision (with no break in supervision).
- Department must identify, calculate and award compliance credits to eligible offenders.
- Statute requires offenders to be current on all their financial obligations.

Compliance Credit Totals Since Inception

FY	# Offenders Eligible to Earn Credits	# Offenders Earning Credits	Potential Credits to be Earned	Credits Earned	Credits Denied	Credits Revoked
11	294	76	10,220	2,080	8,140	20
12	6,025	2,459	639,924	117,198	522,726	1,741
13	14,322	6,166	2,191,448	337,010	1,854,438	21,079
14	22,480	8,872	3,753,485	496,379	3,257,106	59,894
15	27,640	8,552	4,686,097	543,225	4,142,872	58,554
16	30,538	10,007	5,134,849	635,270	4,499,579	97,710
17	31,496	14,799	5,313,916	1,030,733	4,283,183	76,616
18	33,013	19,791	5,460,797	1,771,558	3,689,239	79,328
Total	165,808	70,722	27,190,736	4,933,453	22,257,283	394,942

**It is possible that offenders earned compliance credits in multiple years.*

Average Number of Credits per Offender Earning



Section 53

Administrative Sanctions

FY 2018 Highlights (All information as June 30, 2018)

- 576 (30%) of the 1,926 individuals revoked for compliance violations were addressed with alternative sanctions that did not impact SCDC
- 58% decrease in total revocations since FY 2010
- 47% decrease in number of legal process documents issued since FY 2010
- 0% change in the use of lower level administrative sanctions since FY 2010

§ 24-21-110

- Department will identify, develop, and implement alternative sanctions to address compliance violations.

	FY 2010	FY 2018	Change	
			FY 2010 to FY 2018 #	%
Active offenders	31,262	29,171	-2,091	-7%
Offenders with at least 1 violation	23,288	17,790	-5,498	-24%
Administrative sanctions				
PSE conversions	1,312	185	-1,127	-86%
PSE accounts	160	23	-137	-86%
Financial assessment restructures	14,168	8,811	-5,357	-38%
Fee exemptions	7,381	8,574	1,193	16%
Home Visits	11,754	9,128	-2,626	-22%
Other Administrative Sanctions*	2,535	6,893	4,358	172%
Verbal/written reprimands**	5,367	9,185	3,818	71%
Total administrative sanctions	42,677	42,799	122	0%
Legal process				
Warrants issued	11,163	8,495	-2,668	-24%
Citations issued	16,052	6,050	-10,002	-62%
Total legal process	27,215	14,545	-12,670	-47%

*Number of Administrative Sanctions documented in violations matrix.

**Number of 1182s and 1217s issued. In FY18 Consent orders are pulled separately and included here. Previously, consent orders were done on 1182s.

Administrative Sanctions and Legal Process

Revocations

	FY 2010	FY 2018	Change	
			FY 2010 to FY 2018	%
Compliance	4,783	1,926	-2,857	-60%
New offense	880	454	-426	-48%
Total	5,663	2,380	-3,283	-58%

SCDC Admissions due to Compliance Revocations

	FY 2010	FY 2018	Change	
			FY 2010 and FY 2018	%
	3,293	1,350	-1,943	-59%

Administrative Sanctions Imposed at the Administrative Hearing Level (Hearings Officers) for FY

2018

Administrative Sanctions	Number	Percent
Revocation		
Weekend jail	27	0.2%
Partial revocation	813	7.0%
Full revocation	926	8.0%
YOA revocation- new active sentence	9	0.1%
Reporting		
Extend supervision	302	2.6%
Extend supervision with probation termin:	123	1.1%
Increase supervision contacts	642	5.5%
Decrease supervision contacts	1	0.0%
Report more frequently until employed	26	0.2%
Financial		
Restructure financial obligation	1,430	12.3%
Exempt fee(s) PSE	1,334	11.5%
PSE conversion	40	0.3%
Income tax ot obligation	2	0.0%
Stack accounts	99	0.9%
Report more frequently until current	3	0.0%
Set time to bring accounts current	438	3.8%
Defer payment for time period	68	0.6%
Civil judgment for fine/restitution	550	4.7%
Budgeting ledger	15	0.1%
Financial counseling	2	0.0%
Reduce supervision fee	449	3.9%
Restitution Center	3	0.0%
Substance abuse treatment		
Inpatient substances abuse treatment	363	3.1%
Outpatient substance abuse treatment	534	4.6%
Alcoholics Anonymous/Narcotic Anonymo	13	0.1%
AA/NA at agent discretion	41	0.4%
Half-way house	74	0.6%
Incarceration until bed available	243	2.1%
Treatment assessment	19	0.2%
Criminal domestic violence		
Anger management	51	0.4%
Domestic violence counseling	115	1.0%
No contact with victim of violence	31	0.3%
Home detention/electronic monitoring/global positioning system		
Home detention	103	0.9%
Electronic Monitoring	2	0.0%
Global positioning system	72	0.6%
Public Service Employment (PSE)		
Reinstate PSE	52	0.4%
Impose PSE	29	0.2%
Vocation/education		
General education diploma (GED)	24	0.2%
Vocational rehabilitation	54	0.5%
Five job applications per day	3	0.0%
Complete job search forms	24	0.2%
Employment Security Commission	14	0.1%
Behavioral treatment		
Mental health treatment/evaluation	103	0.9%
Grief counseling	7	0.1%
Family counseling	11	0.1%
Sex offender counseling	40	0.3%
Restrict where offender may live	41	0.4%
Mandate where offender lives	9	0.1%
Restrict contact with certain people	72	0.6%
Letter of apology to family	3	0.0%
Zero tolerance for future violations	209	1.8%
Remove special conditions	83	0.7%
Other	1,873	16.1%
Total Sanctions at the Administrative Hearing Level for FY18	11,614	100.0%

Section 55

Parole for Terminally Ill, Geriatric, or Permanently Disabled Inmates

FY 2018 Highlights (All information as June 30, 2018)

- 30 referrals received from SCDC since inception
 - 6 inmates were never heard for medical parole
 - 4 inmates were found to have “no parole” offenses
 - 1 inmate died prior to being heard
 - 1 inmate no longer met the criteria
 - 9 inmates were heard and rejected for conditional parole
 - 4 inmates have since been released due to sentence expiration
 - 2 inmates have since died
 - 3 inmates no longer meet the criteria for medical parole
 - 1 inmate is still incarcerated
 - 14 inmates were granted conditional parole
 - 3 inmates had their parole rescinded and have since been released
 - 2 inmates died prior to being released
 - 4 inmates were released on parole and are still under supervision
 - 5 inmates were released on parole but are no longer under supervision
 - 3 inmates have since died
 - 2 inmates completed their term of parole

§ 24-21-715(A)

- SCDPPPS to provide supervision for inmates paroled due to designated status if (1) the offender is terminally ill, geriatric, permanently incapacitated, or any combination of these conditions; and (2) does not pose a threat to society or himself/herself.

Cost Avoidance Methodology

- In FY 2012, the SROC received technical assistance from the VERA Institute of Justice's Cost Benefit Analysis Unit to prepare a calculation of the cost avoidance to SCDC and to develop a methodology that would allow for this calculation to be used in the future.
- SCDPPPS and SCDC agreed that the calculation would include both variable and step-fixed costs. Step-fixed costs would be calculated by using the ratio of inmates to correctional officers.
- The step-fixed cost avoidance model developed in FY 2012 did not take into account prison closures.
- A template was developed and the FY 2012 cost avoidance calculation was approved on December 14, 2012.
- In FY 2017, the model was modified to take into account prison closures.
- The template of methodology located on page 22 was used for the FY 2018 cost avoidance and provides a description of all variables used to generate the total cost avoidance for FY 2018.

Cost Avoidance Calculation

Fiscal year of analysis		2018	
a	Days per year	365	Number of days in FY 2018.
			Highlighted fields are user inputs. Other fields are calculated.
Section 1 - Bed-Days Avoided			
1	PPP Avoided Bed-Days	706,785	Bed Days Saved FY10- FY18
2	PPP Avoided Bed-Years	1,936	line 1 / line a (days per year)
3	Beds per Housing Unit	144	144 inmates per unit (wing or dorm) of institution (per SCDC)
4	Avoided Units	13.0	line 2 / line 3 (rounded down)
5	Beds per Institution	432	432 inmates per institution
6	Avoided Institutions	4.0	line 2 / line 5 (rounded down)
Housing Unit Staffing			
7	Correctional Officers per Unit	4.0	Four officers fill two 12-hour shifts
8	Avoided Dorm Officers	52.0	line 4 x line 7
Institution Staffing			
9	Other Correctional Officers per Institution	6.0	Each institution has 6 correctional officers (excluding dorm officers)
10	Avoided Correctional Officers	24.0	line 6 x line 9
11	Shift Supervisors per Institution	4.0	Each institution has 4 security shift supervisors
12	Avoided Shift Supervisors	16.0	line 6 x line 11
13	Administrative Assistants per Institution	2.0	Each institution has 2 administrative assistants
14	Avoided Administrative Assistants	8.0	line 6 x line 13
15	Supply Managers per Institution	1.0	Each institution has 1 supply manager
16	Avoided Supply Managers	4.0	line 6 x line 15
17	Caseworkers per Institution	1.0	Each institution has 1 caseworker
18	Avoided Caseworkers	4.0	line 6 x line 17
19	Human Services Specialists per Institution	1.0	Each institution has 1 human services specialist
20	Avoided Human Services Specialists	4.0	line 6 x line 19
21	Wardens per Institution	1.0	Each institution has 1 warden
22	Averted Wardens	4.0	line 6 x line 21
23	Food Services Specialists per Institution	3.0	Each institution has 3 food service specialists
24	Avoided Food Services Specialists	12.0	line 6 x line 23
25	Trades Specialists per Institution	1.0	Each institution has 1 trade specialist
26	Avoided Trades Specialists	4.0	line 6 x line 25
27	Vehicle Operators per Institution	2.0	Each institution has 2 vehicle operators
28	Avoided Vehicle Operators	8.0	line 6 x line 27
Section 2 - Marginal Costs			
Variable Costs Per Inmate			
29	Food Per Diem	\$ 2.13	FY 18 Variable Food Cost
30	Health Care Per Diem	\$ 6.31	FY 18 Variable Health Cost
31	Total Per Diem Variable Costs	\$ 8.44	line 29 + line 30
32	Total Per Annum Variable Costs	\$ 3,081	line 31 x line a (days per year)
Step-fixed Costs Per Inmate			
Health Care and other programming			
33	Health/programming personnel, per diem	\$ -	During FY 2018, there was no significant drop in the number of medical encounters.
Step-fixed Salary Costs			
34	Correctional Officer Salary (Officer I)	\$ 32,924	Per HR 10/15/2018
35	Security Shift Supervisor Salary	\$ 39,237	Per HR 10/15/2018
36	Level 1 Warden Salary	\$ 70,291	Estimate based on level 1 facilities.
37	Supply Manager Salary	\$ 26,988	Estimate based on level 1 facilities.
38	Caseworker Salary	\$ 31,191	Estimate based on level 1 facilities.
39	Human Services Specialist Salary	\$ 33,416	Estimate based on level 1 facilities.
40	Food Services Specialist Salary	\$ 30,790	Estimate based on level 1 facilities.
41	Trades Specialist Salary	\$ 45,680	Estimate based on level 1 facilities.
42	Vehicle Operator Salary	\$ 20,444	Estimate based on level 1 facilities.
43	Administrative Assistant Salary	\$ 28,275	Estimate based on level 1 facilities.
44	Fringe Benefit Rate	47.20%	Per Budget Division 10/3/2017
45	Salary & Benefits (Officer I)	\$ 48,464	line 34 + (line 34 x line 44)
46	Salary & Benefits (Shift Supervisor)	\$ 57,757	line 35 + (line 35 x line 44)
47	Salary & Benefits (Warden)	\$ 103,468	line 36 + (line 36 x line 44)
48	Salary & Benefits (Supply Mgr.)	\$ 39,726	line 37 + (line 37 x line 44)
49	Salary & Benefits (Caseworker)	\$ 45,913	line 38 + (line 38 x line 44)
50	Salary & Benefits (Human Ser. Sp.)	\$ 49,188	line 39 + (line 39 x line 44)
51	Salary & Benefits (Food Ser. Sp.)	\$ 45,323	line 40 + (line 40 x line 44)
52	Salary & Benefits (Trades Sp.)	\$ 67,241	line 41 + (line 41 x line 44)
53	Salary & Benefits (Vehicle Oper.)	\$ 30,094	line 42 + (line 42 x line 44)
54	Salary & Benefits (Admin. Assist.)	\$ 41,621	line 43 + (line 43 x line 44)
55	Officer I Step-Fixed Cost	\$ 3,683,273.73	(line 8 x line 45) + (line 10 x line 45)
56	Shift Supervisor Step-Fixed Cost	\$ 924,109.82	line 12 x line 46
57	Warden Step-fixed Cost	\$ 413,873	line 22 x line 47
58	Supply Manager Step-fixed Cost	\$ 158,905	line 16 x line 48
59	Caseworker Step-fixed Cost	\$ 183,653	line 18 x line 49
60	Human Services Specialist Step-fixed Cost	\$ 196,753	line 20 x line 50
61	Food Services Specialist Step-fixed Cost	\$ 543,875	line 24 x line 51
62	Trade Specialist Step-fixed Cost	\$ 182,720	line 26 x line 41
63	Vehicle Operator Step-fixed Cost	\$ 240,749	line 28 x line 53
64	Administrative Assistant Step-fixed Cost	\$ 332,966	line 14 x line 54
65	Officer Cost Avoidance	\$ 4,607,384	line 55 + line 56
66	Officer Cost Avoidance per Inmate	\$ 6.52	line 65 / line 1
67	Administrative Cost Avoidance (Institutions Closed)	\$ 2,253,494	line 57 + line 58 + line 59 + line 60 + line 61 + line 62 + line 63 + line 64
Section 3 - Cost Avoidance and Maximum Reinvestment			
68	Variable cost avoidance	\$ 5,965,265	line 1 x line 31
69	Step-fixed cost avoidance	\$ 6,860,878	line 65+ line 67
70	Grand total	\$ 12,826,143	line 68 + line 69
71	Maximum reinvestment	\$ 4,489,150	35% x line 70

SC Department of Probation, Parole and Pardon Services (SCDPPPS)

Ignition Interlock Device Program

October 1, 2018

Legislation

The *Prevention of Underage Drinking and Access to Alcohol Act* went into effect January 1, 2008. This act created the Ignition Interlock Device Program, and required the Department of Probation, Parole and Pardon Services to implement and administer the Program in partnership with the South Carolina Department of Motor Vehicles and the South Carolina Department of Alcohol and Other Drug Abuse Services. The implementation of "Emma's Law" on October 1, 2014 significantly expanded the scope of the Program, and on June 1, 2015 the Program became retroactively available to drivers whose license had been suspended for alcohol-related offenses that occurred prior these law's effective dates.

The Ignition Interlock Device Program

All persons who are convicted of a first offense DUI or DUAC with a BAC of .15 or greater, or, within a ten year period of the first offense, are convicted of a second or subsequent DUI or DUAC offense, must have an Ignition Interlock Device (IID) installed in any vehicle they intend to drive. The law determines how long the driver must keep the IID installed: for a first offense, six months; second offense, two years; third offense, three years, but if the third offense is within five years of the first offense, four years; and fourth or subsequent offenses, for the remainder of the person's life. On conviction these driver's license are indefinitely suspended until they enroll in the IID Program.

For those whose driver's licenses are administratively suspended for violating the State's "Implied Consent" statute, the law creates an option to end the suspension by installing an IID and enrolling in the Program. Once such drivers have opted into the Program, they must successfully complete the entirety of their required term in the Program and may not opt out and accept the suspension.

Program Management

The Department of Probation, Parole and Pardon Services administers the Program and monitors the drivers who participate in it. The Department of Motor Vehicles issues eligible drivers an ignition interlock restricted license, and will suspend the licenses of drivers who do not comply with the Program's rules. DAODAS provides mandatory treatment services for repeat violators.

Ignition Interlock Devices – How They Work

In South Carolina there are currently four manufacturers certified to provide IIDs to drivers enrolled in the Program: Intoxalock, Guardian, LifeSafer and Smart Start. The devices provided by these companies must conform to specifications for IIDs set by the National Traffic Highway Safety Administration. Each IID is hard wired into the ignition system of the vehicle, and must include a camera so that a picture of the driver may be taken as the driver operates the IID. The driver must blow into the IID handset while humming prior to starting the vehicle. If the breath sample delivered to the IID has a breath alcohol concentration (BrAC) of .020% or higher, the

vehicle will not start. If the vehicle is successfully started, the IID will periodically request "running retests". When prompted, the driver must deliver a breath sample to the IID handset. Requests for running retests will reoccur randomly so long as the engine is running. Any running retest breath sample measured to have a BrAC of .020% or higher will cause the IID to sound an audible alert in the passenger compartment and cause the vehicle's horn to blow. This will continue until the driver provides a breath sample with a BrAC under .020% or until the vehicle is turned off. Once stopped, the vehicle will not restart until the driver provides a breath sample under .020% BrAC.

The IID records the results of every breath sample delivered to it by the driver as well as other information relating to the vehicle's operation and status. Drivers must have the vehicle in which the IID is installed inspected by an authorized installer at least once every sixty days. At the inspections the data recorded by the devices is downloaded and forwarded to SCDPPPS.

The Ignition Interlock Device Point System

Drivers enrolled in the Program are subject to a point system. SCDPPPS assesses points against drivers for violations of the Program's rules. Accumulations of these points can cause extensions of the time the driver must participate in the Program. They can also require mandatory substance abuse assessments and a six month suspension of the driver's ignition interlock restricted license. Points are assessed and penalties imposed as set by statute:

- | | |
|--|-----------|
| ■ Failure to have the IID inspected every sixty days: | 1 point |
| ■ Running re-test with a BrAC of .02% but under .04%: | ½ point |
| ■ Running re-test with a BrAC of .04% but under .15%: | 1 point |
| ■ Running re-test with a BrAC of .15% or greater: | 2 points |
| ■ Failure to complete a running retest: | 1 point |
| ■ Tampering with the IID; soliciting another to operate: | 1½ points |

Criminal Penalties

It is a misdemeanor crime for a driver subject to the IID restriction to drive any vehicle that is not equipped with a properly working IID. For a third such violation, the driver may be charged with a felony.

It is a misdemeanor crime for a driver subject to the IID requirement to solicit a third person to blow into the device on their behalf, or to allow them to do it, in order to start the vehicle. It is also a misdemeanor to do so on behalf of the driver subject to the restriction. It is a misdemeanor to tamper with, disable, or attempt to tamper with or disable the device, including obstructing the camera's lens. It is a misdemeanor to knowingly rent, lease or otherwise provide a driver subject to the IID restriction with a vehicle that is not equipped with an IID.

Program Costs

The IIDs are manufactured by private companies. Drivers enrolled in the Program lease the IIDs from the manufacturers. SCDPPPS worked with the Information and Technology Management Office (ITMO) to develop a fixed price bid offering for potential manufacturers. This allows multiple manufacturers to do business in the State and thus encourages price competition. Per their contract with the State, the Manufacturers may charge the following fees:

- Installation Charge - \$50.00 (\$125.00 complex installations)
- Monthly Monitoring Charge - \$100.00

- Indigent Fund Charge - \$30.00 to be remitted to PPP by vender per driver per month to fund the indigent driver fund

Additional Information

Currently there are over 17,000 drivers eligible to have an IID installed and participate in the Program. This number includes drivers with a mandatory requirement due to a conviction, and drivers with an optional requirement due to administrative suspensions or for a first DUI conviction with a BAC of .14% or less. Further, many of the drivers with optional IID requirements may have been able to obtain another form of license from SCDMV that does not bear the ignition interlock restriction.

Program Participation Data as of September 30, 2018:

- 17,433: Number of drivers currently eligible to have an IID installed.
- 1,064: Number of drivers actively participating in the Program.
- 21: Number of drivers participating in the Program who receive indigent funding.

For more information about the Ignition Interlock Device Program you can go to www.dppps.sc.gov and look under the Ignition Interlock tab.