



FLORIDA PAROLE COMMISSION

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FLORIDA PAROLE COMMISSION
Monthly Accomplishments' Report
REVISED
NOVEMBER/DECEMBER 2012
~CHAIR'S MESSAGE~
Tena M. Pate

The holiday season is always a special time at the Parole Commission and the months of November and December 2012 were no exception. The Commission was kept busy with a host of activities to include weekly Commission meetings; legislative committee meetings; a three-day training session for our regional administrators; a December 13 Board of Executive Clemency meeting; and submitting the Commission's Annual Report ahead of schedule. The following are summaries of the Commission's December activities:

Commission Receives "Thumbs Up" on 2012 Operational Audits

I am pleased to report that the Commission has received very good reviews on the two independent operational audits conducted on our agency in 2012. The first, an **operational audit conducted by the Auditor General's Office** in its final report released in November, contained no audit findings in the categories for "Payroll, General Expenditure Processes, or Prior Audit Findings." Further, **no errors** were found in the Commission Restoration of Civil Rights' (RCR) eligibility determinations. This audit covered a review period beginning March 2011 and ending February 2012. A second audit resulted in Donna Uzell of the Florida Department of Law Enforcement giving the Commission a "thumbs up" on the Department's recent **audit of the Commission's use of the FCIC/NCIC system** and our handling of criminal history information. I want to thank Shana Lasseter, Gina Giacomo, Kim Dickey, and Cathy Floyd for their assistance in working with the auditor, Operations Review Specialist Amanda Wiggins.

Legislative Committee Week

The Week of December 3-7 was **Committee Meeting Week** in the Florida Legislature where I made three presentations before: the House Judiciary Committee chaired by Representative Matt Gaetz; the Senate Criminal Justice Committee chaired by Senator Greg Evers; and the Senate Criminal and Civil Justice Appropriations Committee chaired by Senator Bob Bradley. The fiscal committee presentations focused on the Commission's Legislative Budget Request for FY 2013-14, which includes two simple issues: a \$38,500 funding request for rental costs for the Commission's Tampa Regional Office for FY 2013-14 and every year thereafter; and \$15,000 for travel costs to hold three (3) Commission hearings annually in locations other than Leon County to accommodate victims and their families and make the hearings more accessible to those affected.

My presentation to the **House Judiciary Committee** focused more on substantive issues and highlighted the Commission's role within Florida's criminal justice system and the Commission's proposed

legislation for consideration in the upcoming Session. We are working to secure bill sponsors for these proposals.

Newly-elected State Representative Halsey Beshears Visits FPC

On Tuesday, December 13, we were honored to have State Representative Halsey Beshears (R-Monticello), as our guest. Representative Beshears had requested earlier that he wanted to immediately begin the process of learning the work of each state agency. After a brief “meet and greet” with me, he then met with the FPC Leadership Team who gave a brief overview of each section’s work. He then was taken on a tour of the Commission offices by Brian Logan, Director of Legislative Affairs. We welcome these visits from interested Legislators and hope to have many more!

FPC Meets With DOC IT Staff

On December 7, Christan Jackson filled in for Gina Giacomo at a joint meeting between the Commission and the Department of Corrections’ **Website Development Team** Karen Bristow, Richard Rich, and Marlo Peck. This meeting was a brain storming session with an exchange of ideas between the two agencies on revamping the Commission’s websites (intranet and internet). We are very appreciative of the Department’s assistance with the updates as the FPC Team always enjoys working with our partners at DC.

We look forward to working with them on this important project. This project’s status is “in progress” with the Department expected to report back to the Commission with proposed website drafts in 3-4 weeks.

Big Bend Law Enforcement Christmas Breakfast

On December 11, Gina Giacomo and I attended the annual Christmas Breakfast hosted by the **Big Bend Law Enforcement Association (BBLEA)** held at the Florida Public Safety Institute, Havana, Florida. This association is made up of current and former members of local law enforcement and criminal justice professionals who meet weekly in Tallahassee to network, exchange ideas and news, and discuss current and national criminal justice events and trends. The annual breakfast was an opportunity to enjoy good fellowship, visit with friends, and enjoy an outstanding program.

FPC Holds Leadership Training December 11-13

Director of Operations Shana Lasseter planned an outstanding three days of training for our Regional Administrators December 10-14. She pulled off an awesome time of training and team-building with our regional administrators, parole examiner supervisors, and other members of our leadership team. She was challenged to put all of this together in a very short period of time and it was done in a most professional manner. We have heard from the majority of the participants and all have expressed how beneficial the training and time together was for them. I also want to thank everyone who shared their expertise and presented at the training – it was a disruption to all of your schedules, but it could not have been the success it was without your involvement.

December 13, 2012 Clemency Board Meeting

December 13, the **Board of Executive Clemency** held its final hearing for calendar year 2012. Julia McCall, Clemency Coordinator, Steve Hebert, Director of Clemency Investigations, and I, along with the General Counsel and other clemency staff, assisted the Board in their consideration of 73 cases. These cases

included requests for pardons, restoration of civil rights, as well as cases that were continued from previous hearings. Twenty-six (26) cases were granted and three cases were taken under advisement for future decision.

Crews Appointed DOC Secretary

Congratulations are in order to DOC Secretary Mike Crews who was appointed to the position by Governor Scott effective December 17 to replace departing Secretary Ken Tucker. Secretary Crews has served as the deputy secretary of the Florida Department of Corrections since 2011 and has nearly 30 years of experience in corrections and law enforcement. From 1986 – 2011, Crews served with the Florida Department of Law Enforcement in various capacities, including the director of the professionalism program, the chief of bureau standards and the director of Florida’s Criminal Justice Executive Institute/ Leadership Center. Crews began his career with DOC where he was a probation and parole officer from 1986 to 1987 and correctional officer from 1984 to 1986.

Secretary Crews recently attended the Commission’s September 2012 biannual business meeting where he reported on the success of the DOC sponsored Town Hall meetings currently being held around the State. He told Commissioners and attendees that the town hall meetings.

Commission Annual Report Issued To Governor, Cabinet, Legislators

The Commission’s 2011-12 Annual Report was submitted to the Governor, Cabinet Members, and appropriate Legislative Leaders almost three weeks ahead of its due date! I want to take this opportunity to thank Gina Giacomo, Christan Jackson, and the Leadership Team for their outstanding work, and for taking the lead on this report in the absence of Jane Tillman, who was out due to an extended illness.

FPC Strategic Planning Exercise Set For January 18, 2013

As Chair, I am always searching for programs and innovative ideas that will improve upon the daily operations of the Commission. In order to achieve this, FPC leadership should constantly review our areas of responsibility and identify goals and set bold action plans for accomplishing these new goals. To this end, I have scheduled a **Strategy and Goal Setting Session for Friday, January 18, 2013**. Each member of the Leadership Team has been charged with reviewing their team’s responsibilities; provide recommendations to improve overall operations, and how they plan to operationally implement these goals moving forward. This exercise is not limited to just activities that must be accomplished but also those that are “dream” ideas as well.

So, as one can see, it is an exciting time for and at the Commission, and much work is yet to be done. I join Commissioners Cohen and Coonrod in wishing you a Happy New Year – we are excited about serving along side of you this upcoming year!

COMMISSION SECTION ACCOMPLISHMENTS

Operations

Shana Lasseter, Director

- On November 8, 2012, the Florida Department of Law Enforcement (FDLE) conducted an onsite audit of the Commission’s use of the FCIC/NCIC system and the handling of criminal history information in its central office. The objective of the audit was to verify adherence to FCIC/NCIC policy

and regulations. The following documents were made available to FDLE for review during the onsite audit: (1) Warrant Validation Procedures, (2) Discipline Policy for FCIC/NCIC Violators and (3) Copy of Most Recent Page of Secondary Dissemination Log. Additionally, 100 warrant files, including all supplemental documentation of data contained in the NCIC/FCIC system as well as all documentation relating to updates and/or modifications of records, were provided to FDLE for review. Upon completion, the audit results were discussed with the Commission during an out briefing. The Commission’s central office was found to be in full compliance with the FCIC User Agreement and FCIC/NCIC rules and regulations.

- During November, 2012, the Office of the Commission Clerk (OCC) began a research project on Conditional Medical Release (CMR) supervision. The focus of the project is to analyze CMR cases over a ten year period to develop statistics on cases which have been successful or revoked, CMR releases for sex offenders and CMR cases by illness type and physical limitations.
- After many months of hard work, Commission and DC staff have completed the production of an informational DVD about the Commission. The video explains and depicts what visitors may expect during the voting process on Commission meeting days. The video aired in both the inmate family waiting room and the victims’ waiting room for the first time on December 12, 2012! The Commission is proud of this accomplishment and how it will benefit those who view it while visiting the agency. The Commission extends a special thank you to Charles Lockwood, of DC, for assisting Commission staff with this very important project.
- Highlight from Operations November Conference Call: Prior to the November 28th call, each region submitted its top 5 questions relating to travel and travel reimbursement. The Commission’s Finance and Accounting Administrator reviewed the questions in advance then provided the answers and additional information about travel during the conference call. Consistency in filling out reimbursement forms, providing documentation of travel and traveling at the least cost to the State were the primary items addressed.
- Much of November was dedicated to preparing a week long training session for FPC Regional Administrators and Parole Examiner Supervisors in December, 2012 in Tallahassee. Training for FPC Regional Administrators and Parole Examiner Supervisors was held December 11-13, 2012. Training segments were provided by Legal, Clemency Investigations and Legislative Affairs. Leadership training was provided by Sheila Green, Principal and Productivity Strategist, Green Productivity Solutions. Training participants also attended a Commission meeting as well as a meeting of the Executive Clemency Board, where they were recognized by Governor Rick Scott for their dedication and service to the citizens of Florida. A great deal of material was packed into a short period of time, but the training proved meaningful and educational to the Commission’s leaders in the field and was an overwhelming success!

Office of the Commission Clerk

Cases Docketed:

Parole	149
Conditional Medical	1
Conditional Release	581
Addiction Recovery	111
TOTAL	842

Month	Paroles		Conditional Medical Release	
	Granted	Denied	Granted	Denied
December	1	4	0	1

Case of Interest:

On the December 19, 2012 docket, the Commission reviewed Eugene Abrams #187288 Initial Interview in order to establish a Presumptive Parole Release Date. The Chair stated that this was one of the most egregious sexual battery cases that she had ever seen. Mr. Abrams was convicted of 4 counts Sexual Battery Upon a Child, Indecent Assault, 2 counts of Sexual Performance by a Child, and Incest. After full review of the criminal episodes and prior record, the Commission established his Presumptive Parole Release Date at March 28, 2157 with the next interview date of August 2019.

Imaging

- Monthly totals for Imaging Inmate Records (IRIS)

Completed Documents	December 2012
	2,420

Revocations

Statistics:

Warrants Issued	183
Cases Reviewed and Prepared for Docket	166

Cases may include Parole, Conditional Medical Release, Conditional Release, Addiction Recovery Release and/or Control Release

Case of Interest:

Jerry Tyson, DC# 552408, was convicted in 1996, for Burglary of an Occupied Dwelling and Grand Theft, in which he received a 2 year 3 month sentence to the Department of Corrections. He completed this sentence in 1998, after reaching the end of his sentence. In 2000, the offender was placed on probation for a 1999, Attempted Aggravated Battery with a Deadly Weapon causing Great Bodily Harm. He violated this probation by committing Manslaughter and was sentenced to 5 years state prison for the violation and 12 years for Manslaughter, in which he received approximately 6 years of jail credit. He was also convicted and sentenced to 1 year 1 day for Battery on a Law Enforcement Officer.

On December 20, 2012, Tyson was released on mandatory conditional release supervision with a termination date of May 11, 2013. Five days after the offender's release, he was arrested on 12/25/2012, for stabbing a disabled man to death. The Commission issued a warrant for committing Murder, Armed Robbery and Resisting Officer with Violence. The offender also failed to report as instructed. He remains in the Orange County Jail.

- ACTIONS

- Congratulations Revocations! The FDLE audit revealed that the agency was found to be operating in compliance with the FCIC/NCIC rules, regulations and user agreements. The results revealed a 0% overall error rate in the Records Error Report, which would include no responses to the “hits” and would have a great impact on officers and public safety. In addition, there was a 0% overall incomplete record rate, meaning the case files did include all the pertinent information needed to be entered into FCIC/NCIC.

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- TRAINING

- In December 2012, Supervisor Kim Dickey attended the Regional Administrators and Parole Examiner Supervisor’s training. The 3-day training was held in Tallahassee at the Betty Easley Conference Center and in Central Office. The training included a special guest, Sheila Green, Principal and Productivity Strategist from Jacksonville, Florida, who’s focus and initiative was to “Work Smarter not Harder” and how to deal and cope with the fast pace of social media.

Victims’ Services

	December 2012
Victims’ requests for information on parole, conditional release, and conditional medical cases	209
Victims Located	150
Status updates to victims on parole, conditional medical and clemency cases	404
Assisted victims who attended parole or clemency hearings.	30

Personnel:

- Daphne Asbell provided training to the regional administrators. Ms. Asbell presented an overview of the procedures within victim services in parole cases to increase the understanding of each other’s role in the parole process.
- Dawn Mikola represented eight victims by reading their statement on their behalf at the December Clemency hearing.
- Megan Gocs and Dawn Mikola attended the Christmas Luncheon for the Big Bend Victim Assistance Coalition (BBVAC). Donations were accepted to provide an area family a brighter Christmas.

Field Services

Field Services’ Statewide Activity Totals

	December 2012
Monthly Interviews and Hearings Conducted:	
Parole Interviews	106
Revocation Interviews	217
Revocation Hearings	40
Total Interviews and Hearings for the Month	363

Region I:

- Examiners Nell Simmons and Dale Sloan participated in a re-entry seminar at Santa Rosa Annex on December 12, 2012.
- Examiners Nell Simmons and Dale Sloan worked with the FCCD setting up the In-service Training on 11/29/12 at Santa Rosa CI for the Guardian ad Litem Program.
- Regional Administrator Tom Hamilton's daughter, Ali and her AVID club at school, raised over \$200 to buy Christmas for a needy family in Crawfordville.
- Regional Administrator Tom Hamilton's family has "adopted" a family for Christmas and bought gifts for the kids and gift cards for the parents.
- Regional Administrator Tom Hamilton's daughter, Savannah helped with her dance studio's first annual Christmas Banquet. They invited some less fortunate kids to enjoy a Christmas meal and Santa came by to get pictures made and give the kids goodie bags.
- Examiner Nell Simmons worked with the FCCD Thanksgiving food drive and the Christmas toy drive.
- Region I conducted three Interstate Notices for the month of December.

Region II:

- Regional Administrator Mills Rowland attended the Regional Administrator and Parole Examiner Supervisor training in Central Office from 12/11/12 – 12/13/12.
- Joanna Anderson filled the vacant Parole Examiner position in the Lawtey Office on 12/26/2012.
- For out of state violators, Region 2 conducted one (1) Courtesy Preliminary Hearing, had one (1) Waiver and one (1) postponement.

Region III:

- Kevin Tiller attended Regional Administrator and Parole Supervisor training in Tallahassee, FL at central office.
- Region staff participated in a monthly regional meeting with a holiday luncheon afterwards. Thank you to Examiner Harv Buckner and his wife for hosting a great event.
- Region staff celebrated recent good medical news in regard to an examiner's son and we continue to keep them in our prayers.
- Thank you to JoLynn Linder for decorating the Cocoa region office for each of the recent holidays.
- December Probable Cause Hearings: Total: seven

Region IV:

- During the week of December 10 – 14, 2012, Regional Administrator Sheila Roberts and Parole Examiner Supervisors Ayesha Carson and Jayne Hayden attend a training session in Central Office in Tallahassee. This included attending the Commission meeting on December 12th and the Executive Clemency Board Meeting on December 13th. This week was filled with masses of information to assist in training examiners in various areas as well as tools to assist in working smarter.

- No other activities, accomplishments, etc. were incurred during this reporting period.

Region V:

- FDLE
 - Pam Carwise and Rhonda Murphy attended the TAC training class at FDLE located in Ft. Myers on December 10, 2012.
- FCCD
 - Region V staff donated hygiene items to FCCD Chapter I for the Grace Family Church, Bag of Hope Program in Lutz, Florida.
- PERC (Pinellas Ex-Offender Re-Entry Coalition)
 - Kip Astrom attended the November meeting and on the agenda were the Dress for Success Program for ex-offenders and the effort for faith based initiatives encouraging local churches involvement with PERC's efforts.
- TRAINING
 - Lori Van Camp and Cathy Aylstock attended the Regional Administrators & Parole Supervisor's training in Tallahassee from December 10-14, 2012.
- OTHER
 - Region V donated party supplies, treats, and various gift bag items to the Second Grade Class at Cypress Elementary School in Wimauma, Florida.
 - Christmas Project – Region V staff donated school supplies and Christmas presents to Ms. L. Zimmerman's kindergarten class at Palm River Elementary School. Each child received two books and a gift bag full of goodies.
 - Region V Christmas luncheon followed the December 6, 2012, staff meeting with lunch provided by the RA & Supervisors.
 - To celebrate the holiday and our 6th month anniversary in our new office Region V held an open house on December 20, 2012 with desserts and beverages provided by staff for invited guests, that included former FPC staff, family, and friends.
 - Region V staff participated in an office Christmas Door Decorating Contest. The winner was John Doyle.
 - Probable Cause Hearings: During the month of November – 2012 Region V received six (6) requests from DC Interstate Compact Services for Probable Cause Hearings.

Administration **Gina Giacomo, Director**

The Division of Administration's primary accomplishments in the month of December 2012 included: registered with the Federal Government for the VOCA grant; submitted the Debt Collection

survey to DMS; Submitted documents on MFMP to DMS; conducted research on multiple subjects; worked with FDLE on FPC ORI numbers; provided staff with safety tips as the agency's safety coordinator; participation in the work group for automating the commissioner's docket and electronic files; and submitted request for many updates to FPC websites and programming changes to the databases. Division employees attended training on My Florida Marketplace, and attended the Interagency Advisory Council Meeting, Purchasing meeting, HR meetings, and Directors of Administration meeting.

Office of Clemency Investigations
Steve Hebert, Director

Pending Clemency Cases January 1, 2013

Types of Clemency Cases	December 2012
RCR Cases	17,347
Without a Hearing Cases (5,496)	
With a Hearing Cases (11,851)	
Non-RCR Cases*	7,628
Total Pending Clemency Cases	24,975

* Full Pardon, Specific Authority to Own, Possess or Use Firearms, Remission of Fines, Commutation of Sentence and Request for Review.

- The Governor and Cabinet, sitting collectively as the Clemency Board, held its fourth quarterly Clemency Board Meeting at the Capitol on December 13, 2012. The Commission completed and submitted 73 in-depth clemency investigations for Full Pardons, Firearm Authority and Restoration of Civil Rights for consideration by the Board. The Coordinator of the Office of Executive Clemency presented the cases to the Board, and the Chair provided detailed information related to the Confidential Case Analyses and processes to the Board Members in response to their inquiries.
 - his office researched the specific reasons why applicants requested restoration of their civil rights. We reviewed the 57 Restoration of Civil Rights cases heard at the December 13, 2012 Clemency Board Meeting. Several applicants indicated multiple reasons in their statements to our examiners, and the following information is a brief summary of what our research revealed:
 - 79% of the applicants specifically indicated that they were interested in regaining their right to vote, sit on a jury or hold public office.

- 26% of the applicants specifically indicated that they were interested in obtaining their civil rights to help them with employment, ranging from specific licenses or occupations to general job opportunities.
- 16% of the applicants did not provide any specific reason for requesting their civil rights.
- 33% of the applicants voted in an election without having their civil rights restored.
- On December 7, 2012, the Director, along with other leadership team members and agency staff, met with Department of Corrections' IT web staff to coordinate and plan for an updated agency website.
- On December 11, 2012, the Office of Clemency Investigations provided training to the Regional Administrators and Parole Examiner Supervisors as part of their week long training in central office.
- The Director of Clemency Investigations and staff assisted in the development of clemency information for the agency's Annual Report.
- Reviewed Restoration of Civil Rights cases for eligibility prior to sending them out to field offices for in-depth field investigations to be conducted.
- Conducted capital punishment clemency investigations for death row inmates.
- Conducted Request for Review investigations for commutation of sentence applications.
- Conducted quality assurance reviews of all clemency investigations completed by regional field offices.

Office of Communications

Jane Tillman, Director

[NOTE: Director Jane Tillman was unable to be at work the month of December 2012 due to an extended illness. In her absence, her media, public information, communications and report publication duties were handled by the Chair and senior leadership staff as needed. Gina Giacomo and the Leadership Team were able to take the documents that Ms. Tillman had begun and were able to not only complete them but were submitted them ahead of schedule.

Executive Clemency

Julia McCall, Clemency Coordinator

The final clemency meeting for 2012 was held on December 13th. Twenty-seven individuals spoke before the Clemency Board. Seven pardons were granted along with nine Restoration of Civil Rights applications. Ten cases were continued until the next hearing on March 20, 2013 and three cases were taken under advisement. The post meeting procedures have commenced with the processing of letters to those on the agenda advising whether their requests were granted and the preparation of the Executive Orders which will be circulated to the Board members for signatures.

In compliance with our office goal to routinely evaluate efficiency steps, we have reassigned some of the tasks in our office to better suit personnel and our mission to accurately process as many clemency applications as possible.

The agency is currently working with the Department of Corrections IT Section to revamp our website. The goal of the clemency sections is to make the site more user-friendly and provide as much clemency information as possible with the click of a button.

Legal Office
Sarah Rumph, General Counsel

In the “December 2012 order” report, only one was included and is a comprehensive order from the Third Judicial Circuit court upholding the revocation of conditional release, where the releasee made several claims challenging the Commission’s actions. The Court evaluated and rejected each claim.

In December, legal participated in training for the RA’s and received some training ourselves in the use of social media in hiring and disciplining decisions. We also were surprised to have a brief visit from Brenda. She is recovering as quickly as she can and we look forward to having her back to work next year!

Office of Legislative Affairs
Brian Logan, Director

- Continued communications with the Senate Ethics and Elections committee regarding the confirmations of Commissioners Cohen and Coonrod.
- Met with Sen. Rob Bradley, Chair of the Senate Criminal Justice Appropriations committee, during the first committee week and discussed the Commission’s budget proposals as well as our Mandatory Supervision legislation.
- Met with Sen. Greg Evers, Chair of the Senate Criminal Justice policy committee, where he agreed to sponsor the Commission’s Extended Interview legislation.
- Met with Rep. Matt Gaetz, Chair of the House Criminal Justice policy committee, regarding our legislative proposals. Chair Gaetz agreed to move our extended interview legislation, and would work with the Commission on the mandatory supervision bill.
- Met with Rep. Ray Pilon, Vice-Chair of the House Criminal Justice policy committee, regarding the Commission’s proposed legislation.
- Met with Rep. Charles Van Zant, member of the House Criminal Justice committee, regarding the Commission’s extended interview bill and his possible sponsorship.
- Met with numerous staff directors and legislative analysts for the Commission various policy and appropriations committees.
- Worked with House and Senate staff in preparation of the Chair’s presentations to the Senate policy and appropriations committee, as well as the House policy criminal justice committee.
- Attended the “Smart Justice” conference in Orlando to meet with various stakeholders regarding possible smart justice legislative ideas for the upcoming session.
- Gave Rep. Halsey Beshears a brief overview of the Commission as well as a tour of Central Office in the Representative’s site visit.

- Worked on numerous constituent issues for Representatives and Senators.