



FLORIDA PAROLE COMMISSION

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FLORIDA PAROLE COMMISSION Monthly Accomplishments Report May 2014

~CHAIR'S MESSAGE~ Tena M. Pate

What an exciting time it is to be at the Commission! The month of May began with the conclusion of a successful 2014 Florida Legislative session for the agency. In addition to receiving full budget funding, the Commission also received funds to hire additional staff to address clemency workload issues, operate the clemency phone lines and a research analyst position to support special projects. In response to HB 1636 passing successfully, the Florida Parole Commission will undergo a name change this summer. The new name, Florida Commission on Offender Review (FCOR), more accurately reflects the roles and responsibilities the agency carries out on a daily basis to ensure the public safety of Floridians.

The Commission was on-the-road in May. One of our highlighted activities included the opportunity to attend the Florida Sheriff's Association Annual Fallen Officer Memorial to pay tribute to the law enforcement officers that lost their lives in the line of duty protecting Florida's communities.

The month of May also provided us with opportunities to continue our crime prevention efforts that were launched earlier this year. The overall mission of the Commission's crime prevention initiative is to deter future crimes from being committed and the activities we engaged in were designed to do just that. Whether I was speaking at the Northwest Florida Reception Center to address the inmate graduates of the Center's Self Betterment Program and Victim Impact class, or hosting and leading a panel discussion on the impact of crime, the Commission is well on its way with its crime prevention initiative. In speaking with the inmates, I was able to stress to them the importance of taking responsibility for their behaviors and understanding the impact of their crime(s) on their victim(s), our communities and our state as a whole. These inmates learned of the impact of secondary victimization on a community and were challenged to make informed decisions to avoid future involvement in the criminal justice system.

The Commission's panel presentation titled, "The Impact of Crime: The Good, The Bad and the Ugly" was launched at the Attorney General's 29th Annual National Preventing Crime in the Black Community conference in Jacksonville. The panel, created specifically for an audience of youth, highlighted the story of a woman who was a surviving victim of crime and current victims advocate, and three previously paroled individuals who described their journey through being held accountable, rehab, remorse and successful re-entry into society, as well as the realization of their impact on their victims, communities and family as a whole. Listening to the panelists speak to these youth about making the wrong decisions, and going down the wrong path strengthens my decision to take proactive measures to educate as many young people as possible about the real consequences of crime.

In mid-May, Commissioners and designated staff traveled to Miami for two days of parole hearings which were hosted by Miami Dade State Attorney Katherine Fernandez Rundle and her attentive staff. The Commission is mandated to hold hearings at different locations throughout the state three times a year to allow visitors an opportunity to attend a hearing in lieu of traveling to Tallahassee where the Commission primarily convenes. While in Miami, we heard more than 100 cases and welcomed legislative staff, attorneys and law enforcement officials who attended the proceedings to gain first hand insight regarding the parole process. At the conclusion of our hearings, commission staff attended a brief reception hosted by the State Attorney and her gracious staff. We are very appreciative of State Attorney Rundle and her dedicated team for the time, effort and detail they put into hosting our hearings.

Once the Miami hearings were complete, Commissioners Cohen, Coonrod and I traveled to Denver, Colorado to attend the Annual Association of Paroling Authorities International (APAI) Conference, where we learned of new research findings, and engaged in conversations regarding current offender related topics. While at the conference, I was honored to be chosen as the recipient of the 2014 Vincent O'Leary Award, which is given to an APAI member that has made significant contributions to the organization and has shown leadership, vision and commitment to the field of parole. This award recognized my efforts in chairing this International Association's Crime Victims Committee and our overall contributions. I was humbled to receive this award and to bring it back to our great state.

Back at the Commission, Commissioners Cohen, Coonrod and I took the opportunity to recognize our dedicated employees during Public Service Recognition Week by hosting the Commission's Annual State Employee Appreciation Picnic. This event, also referred to as the Picnic under the Trees, allowed us to enjoy lunch together under the shade of the gorgeous live oak trees adjacent to our Central Office building. A special thank you goes out to our activities committee and members of our team that helped to make the event a success.

It is as I stated in the opening of this message – it's an exciting time to be at the Commission! The agency is in a state of metamorphosis and the positive changes and opportunities we are seeing keeps us committed to providing great service and keeping Florida communities safe. I invite you to please continue reading all the May accomplishments below.

Respectfully,



Tena M. Pate
Chair

COMMISSION SECTION ACCOMPLISHMENTS

Office of Legislative Affairs

Kevin Reilly, Director

Budget

Governor Scott approved the 2014-2015 State Budget on June 2, 2014. In total, the Commission was awarded funds for 132 FTE and a total budget of \$9.57 million. The Commission received an additional ten FTEs; funding for our toll-free lines; and a new name for the Commission. Effective July 1, 2014, the Florida Parole Commission will be renamed the Florida Commission on Offender Review (FCOR) to more broadly represent the Commission's many functions.

Accomplishments

- Provided legislative support and assistance at the Miami parole hearings May 14-15.
- Attended Executive Office of the Governor Legislative Affairs Director's Meetings.
- Conducted ongoing legislative constituent relations regarding various Commission functions.

Operations

Shana Lasseter, Director

On more than one occasion, I've heard Chair Tena Pate say that "dynamite comes in small packages," meaning, of course, that little things can make big changes! I can't think of a better way to describe the FPC team. An agency with only 122 full time employees statewide, the FPC team consistently produces a large volume of high quality work, stays deeply involved in activities within the criminal justice community and partners with other criminal justice agencies to seek ways to improve victim assistance and public safety. The month of May was no exception.

- After months of preparation, Commission hearings were held in Miami-Dade County in mid May. With the very capable and generous assistance of the State Attorney’s Office, the hearings were a true success. The hearings were well attended by victims, victims’ families, inmate supporters, law enforcement guests and SAO staff members. Additionally, local students from Law Enforcement Officers Memorial High School and Miami Senior High School who are interested in pursuing careers within the field of criminal justice observed the hearings as well.
- Commission staff members from Central Office and Region II played a vital role in the success of the 2014 Preventing Crime in the Black Community conference held in Jacksonville in late May. The Commission is a sponsor of the annual affair and provides team members to assist with planning and to staff an educational booth during the three-day event.
- Field staff across the state formed a procedure directive workgroup to focus on the very important issue of updating and modernizing many outdated directives. The workgroup is led by Regional Administrator Mills Rowland and meets via conference call on a regular basis. The first procedure directive the team has started dissecting and updating is for conducting revocation hearings
- Commission staff members continue to work closely with the Department of Corrections on a myriad of topics and projects. This month, meetings and discussions were held on the Mutual Participation Program, programming within state prisons, work release centers and rules of the Interstate Compact Agreement.

Office of the Commission Clerk

Cases Docketed:

Parole	64
Conditional Medical	1
Conditional Release	188
Addiction Recovery	39
TOTAL	292

Month	Paroles		Conditional Medical Release	
	Granted	Denied	Granted	Denied
May	0	1	0	1

Featured Case:

In 1982 in Broward County, Glenn Tupica, DC# 087228, was observed carrying a red leather money bag into a restaurant meeting with several other men. Tupica was handed a yellow plastic bag, later reported to have contained a half of a kilo of cocaine. Tupica exited the restaurant, returned to his vehicle and was apprehended by law enforcement as he attempted to drive away. The yellow bag was retrieved from plain sight on the floor at the rear of the driver’s seat and contained 491 grams of cocaine. Tupica was charged with Attempted Trafficking in Cocaine and sentenced to 15 years.

Mr. Tupica was released onto parole on April 5, 1988 and a warrant was issued for violation of parole on January 30, 1989. Based on information provided by a concerned citizen in 2013, the United States Marshals Service (USMS) began investigating the subject. After 24+ years of freedom, Glenn Tupica, living under the alias of Jorge Santiago, was arrested on the Commission’s warrant on May 20, 2013 by the USMS. Tupica’s parole was subsequently revoked on September 25, 2013.

The inmate was interviewed on February 7, 2014 and had his Initial Interview on May 14, 2014. During his parole interview, the inmate stated that the main issue for his parole violation was miscommunication between Florida and New Jersey. Eventually, the inmate stated he knew there was a warrant out for his arrest and this was the reason he used a variety of alias names during subsequent arrests in Georgia and North Carolina. Inmate Tupica’s case was scheduled for the May 14, 2014 docket for an Initial Interview. At that time, the Commission established his Presumptive Parole Release Date to be May 22, 2014 and scheduled an immediate Effective Interview.

Imaging

- May 2014 totals for Imaging Inmate Records (IRIS):

Completed Documents	3,369
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Revocations

STATISTICS:

Warrants Issued	168
Cases Reviewed and Prepared for Docket	84

Include Parole, Conditional Medical Release, Conditional Release, Addiction Recovery Release and/or Control Release.

Actions

Kim Dickey represented the agency at the 29th National Conference on Preventing Crime in the Black Community, held in Jacksonville, Florida. The agency's conference workshop was titled: **Impact of Crime: The Good, The Bad & The Ugly**, which included 3 parolees and a victim. The workshop was moderated by Chair Pate. The Resource booth was manned by Region 2.

Education

Demetris Brown, Parole Technician earned her Bachelor's of Arts Degree in Criminal Justice with Specialization in Criminalistics.

Victims' Services

	May 2014
Victims' requests for information on parole, conditional release, and conditional medical cases	126
Victims Located	11
Status updates to victims on parole, conditional medical and clemency cases	841
Assisted victims who attended parole or clemency hearings	29

Field Services

Field Services' Statewide Activity Totals

	May 2014
Monthly Interviews and Hearings Conducted:	
Parole Interviews	60
Revocation Interviews	220
Revocation Hearings	79
Total Interviews and Hearings for the Month	359

REGION I:

- COURTESY INTERSTATE COMPACT TASKS:
 - Region I performed one notice and no hearings.
- PENDING CLEMENCY CASES:
 - With a hearing: 627
 - Without a hearing: 34
 - Total Cases: 661
- MISCELLANEOUS:
 - Chair Tena Pate visited the Quincy Office on May 8th and spoke with all Region I staff.
 - On May 7th Tom Hamilton, Sandra Rozier, Matthew Braxton and Wayne Webb attended the Employees Appreciation Picnic at Central Office.
 - Examiner Nell Simmons attended the Florida Lions Club Convention in Orlando May 1st – 4th. At the District "L" Luncheon on May 2nd, she received a "Teamwork" award for assisting the District "L" Governor. The Governor recognized six of the members of the District "L" Lions Club.

REGION II:

- COURTESY INTERSTATE COMPACT TASKS:
 - Region II had two (2) requests to conduct a Courtesy Preliminary Hearing.
- PENDING CLEMENCY CASES:
 - With a hearing: 864
 - Without a hearing: 45
 - Total Cases: 909
- PERSONNEL ACTION:
 - Armand Malcolm has been selected to fill the vacant Parole Examiner position in Jacksonville and his official start date is 6/2/2014.
- COMMUNITY SERVICE:
 - Examiner Cliff Rowan is a volunteer through the Florida Guardian Ad Litem program in Columbia County.
 - Examiner Gary Fox is a volunteer and coach with the Special Population Activities Recreation Council (SPARC) in Volusia County.
 - Regional Administrator Mills Rowland is a Supervision Group Leader for the Stephen Ministry through the Beach United Methodist Church and the Church of Eleven22.
- MISCELLANEOUS:
 - Parole Examiners Kara McGraw and Sharon Walker represented the Commission at a booth at the 29th annual National Convention for Preventing Crime in the Black Community held at the Hyatt Regency Hotel in Downtown Jacksonville from 5/28 - 2/30. The Parole Commission was a sponsor of the event.

REGION III:

- COURTESY INTERSTATE COMPACT TASKS:
 - Region III received one request for a probable cause hearing during May.
- PENDING CLEMENCY CASES:
 - With a hearing: 960
 - Without a hearing: 39
 - Total Cases: 999
- TRAINING:
 - Examiner Tarra Lawrence received CJIS certification.
- MISCELLANEOUS:
 - Congratulations to Examiner Tarra Lawrence on her recent engagement.

REGION IV:

- COURTESY INTERSTATE COMPACT TASKS:
 - 6 - Notice of Hearing/Postponements
 - 2 - Probable Cause Hearing
- PENDING CLEMENCY CASES:
 - With a hearing: 2,216
 - Without a hearing: 89
 - Total Cases: 2,305
- TRAINING:
 - May 14-15, 2014 the Commissioners held hearings in Miami Dade County at the Miami Dade State Attorney's Office
 - 05/30/2014, Miami Field Office participated in Team Building Training "Working Well with Others", with Christy Crump of Crump Associates Florida.
- COMMUNITY SERVICE:
 - Jayne Hayden continues her volunteer work with Guardian ad Litem of Broward County.
- MISCELLANEOUS:
 - Jayne Hayden's son graduated from FAU, College of Engineering, receiving the "Outstanding Leadership Award."

REGION V:

- **COURTESY INTERSTATE COMPACT TASKS:**
 - 7 requests for hearings received.
- **PENDING CLEMENCY CASES:**
 - With a Hearing: 1,150
 - Without a Hearing: 103
 - Total Cases: 1,253
- **TRAINING:**
 - Jessica Ghent tested and received her CJIS Limited Access Online Certification.
 - Jerry Harris tested and received his CJIS Limited Access Online Certification.
- **COMMUNITY SERVICE:**
 - Kip Astrom and Patti Razor attended the monthly Pinellas Ex-offender Reentry Coalition meeting.
 - Cathy Aylstock attended the monthly FCCD meeting and FCCD State Board meeting in Orlando, Florida
 - Melinda Strickland attended the FCCD State Board meeting in Orlando, Florida.
 - Tampa staff donated over 400 pairs of shoes for 3rd world countries through the shoe drive at Lindsay Harris' school. Lindsay is Jerry Harris' daughter.
 - Patti Razor volunteered at Daystar Life Center in Pinellas County on 05/02/2014, at an open breakfast for over 200 homeless people.
 - Region V in partnership with Department of Juvenile Justice donated supplies to the Kids In Support of Soldiers Campaign as a community service project for FCCD. The donations were delivered to the FCCD State Board meeting in Orlando, Florida, by Cathy Aylstock and Melinda Strickland.
- **MISCELLANEOUS:**
 - Linda Dixon attended the Ashford University alumni networking dinner in Orlando as a guest with her son, a current Ashford student.
 - Linda Dixon attended National Prayer Day event at the George Steinbrenner Field in Tampa.
 - Region V staff enjoyed lunch together in celebration of staff appreciation week.
 - Region V Tampa welcomed a visit from General Counsel, Sarah Rumph, 05/21/2014.

Administration

Gina Giacomo, Director

The Division of Administration's primary accomplishments in the month of May 2014 included: Accounting achieved 99% prompt payment on invoices. The Division of Administration achieved full utilization in all five key functions of the utilization matrix.

Submitted a budget amendment, Prepared budget documents, Submitted and tracked twelve security access requests, Completed seventy requisitions for the purchase of goods and services, Submitted ten Maintenance Requests, Assisted Communications in the redesign of the Commission on Offender Review seal, made twenty deliveries, Submitted seven changes to the DC web team for the Commission's web sites, Participated as members of the Commission Management System and the Training team, Provided staff information on Wellness, Completed the Purchasing Card Reconciliation, and notified the Governor's office of the new ECO and Alternate ECO.

Division employees attended trainings/meetings on the following topics, (2) FASAAD Administration meeting, (2) Purchasing Director meeting, (1) Human Resource meeting, (2) Activities committee meeting, (2) PQC meetings, (1) Goal meeting, (2) Advancing Accountability training, (2) Interagency Advisory Council meeting, (1) Wellness Strategies and Interventions, (1) FRS Investment Fund Changes Employer Workshop, (1) Workers Compensation Management for Microsoft Dynamics CRM, (1) State Emergency Response Training (SERT), (1) Purchasing Card training, (1) NCIC/FCIC training, (2) Hurricane/Preseason training, (1) My Florida Marketplace (MFMP) training, (1) Basic Stars Training, (1) Rental Car Focus Group meeting, (1) monthly Operations Conference call, (2) Working Titles meeting, (1) Flair User Group meeting, (1) Emergency Operations Call, North Florida Flooding, (1) SLATS meeting, (1) Competency Evaluation meeting, (1) Advance Contract Monitoring training, (1) DMS Training Affirmative Action/Equal Employment Opportunity, and (2) ID Card meeting,

Office of Clemency Investigations

Steve Hebert, Director

Pending Clemency Cases June 1, 2014

Types of Clemency Cases	May 2014
RCR Cases	12,239
Without a Hearing Cases (1,081)	
With a Hearing Cases (11,158)	
Non-RCR Cases*	8,093
Total Pending Clemency Cases	20,332

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

Highlights / Accomplishments for the month of May 2014 for the Office of Clemency Investigations include:

- On May 8, 2014, the Director of Clemency Investigations provided training to the Regional Administrators and Supervisors during a conference call to include procedures related to clemency investigations and the Rules of Executive Clemency.
- In May 2014, this office published a revised Clemency Investigations Instructions Manual for conducting clemency investigations, and it was distributed to examiners statewide in all our regional offices as well as in central office. This manual provides comprehensive instructions related to both the investigation and reporting process of all types of clemency cases which result in the completion of Confidential Case Analyses (CCA's) submitted to the Clemency Board.
- In May 2014, we updated our Court Record Search link for examiners conducting clemency investigations. This HTML resource is used by examiners as an internal tool to provide an easy and convenient way to assist in the search for court documents and docket notes by county in the State of Florida and by state in the United States. In addition, Directories for the Florida Clerks of Courts, State Attorneys, Chief Judges, and Sheriff's Offices are now included.
- Conducted capital punishment clemency investigations and coordinated interviews for death row inmates.
- Conducted quality assurance reviews of all clemency investigations completed by regional field offices.
- Reviewed Restoration of Civil Rights cases for eligibility prior to sending them out to field offices for in-depth field investigations to be conducted, and conducted Request for Review investigations for commutation of sentence applications.

Office of Communications

Molly Kellogg-Schmauch, Director

- Designed the FPC Commissioner Training Handbook.
- Drafted and distributed a press release regarding results of FPC and US Marshals Service warrant sweep.
- Drafted and distributed a media advisory and social media posts regarding the Miami parole hearings.
- Provided media relations at the two-day Miami-Dade parole hearings on May 14-15.
- Edited and distributed the FPC May Employee Newsletter.
- Participated in a communications webinar, Stop the Spin: Gini Dietrich on Earning Consumer Trust.
- Drafted the Commission's name change transition communication's plan.
- Drafted various employee informational and holiday messages.
- Drafted talking points for Chair Pate's various speaking engagements including Northwest Florida Reception Center Betterment Program Graduation, APAI Conference, and Preventing Crime in the Black Community conference.
- Updated FPC website information including Commissioner bios.
- Finalized ADA compliance testing and updates for FPC's updated website.
- Provided Commission and Victims' Services brochures for the Attorney General's Preventing Crime in the Black Community conference.
- Provided clemency materials requested for central Florida community event.
- Created parole process flowchart/ infographic.

- Contacted various Florida criminal justice and law enforcement associations to present name change information at upcoming conferences.
- Designed new Commission on Offender Review seal.
- Drafted branding messages and standards for Commission on Offender Review.
- Designed Commission letterhead with new name and seal.
- Began redesign of Commission print materials to FCOR including Commission brochure, Victims' Services brochure, and Rules of Executive Clemency brochure.
- Drafted thank you letters for Chair Pate related to warrant sweep initiative and Miami State Attorney's office.
- Designed 2014 Agency Goals poster.
- Drafted and distributed a press release, social media posts and internal staff email regarding the Commission's panel presentation at the Preventing Crime in the Black Community conference.
- Coordinated and responded to various public records and media requests.

Executive Clemency

Julia McCall, Clemency Coordinator

This month we see the high school graduation of our twin staff members, Jenna and Brandi Smith, from Rickards High School, here in Tallahassee. Jenna and Brandi just finished their first year with us as OPS and we are very, very pleased with the dedication and level of maturity they have shown to their assignments. Jenna has been shared between this office, Executive Clemency and Clemency Investigations, where she has obtained a high level of knowledge of the clemency process. Brandi has spent a great deal of her time in special projects in the Office of the General Counsel and the Human Resources office. This has been a win-win for all of us. Both of these staff members will remain with us this summer and will head to college in the fall.

WEBPAGE STATISTICS

- The Florida Parole Commission has received 1,329,277 hits with 989,831 searches for Restoration of Civil Rights (RCR) grants.
- 108,197 names were located and 68,069 certificates have been printed.
- Currently there are 375,719 RCR certificates available for printing through the www.FLrestoremyrights.com website.

Legal Office

Sarah Rumph, General Counsel

Instead of the usual review of court orders this month, I wanted to highlight two current issues in legal.

First, the rule change process has started again. The changes recommended by the Objective Parole Guidelines Committee are being instituted. These changes are summarized as:

1. Salient Factor Score 1: juvenile offenses/incarcerations may be considered for recidivist criminal factor;
2. Salient Factor Score 4: (age at offense which led to the first incarceration) will be struck completely;
3. Salient Factor Score (new) 4: (number of supervision revocations) will allow additional points for 2 or more revocations and will allow consideration of juvenile supervision revocations.
4. Salient Factor Score (new) 5: (number of prior escape convictions) will allow consideration for attempted escapes.
5. Salient Factor Score (new) 6: (burglary or breaking and entering as the present offense of conviction) will allow consideration for robbery.
6. Youthful offender matrix time range will include a range for capital felonies.
7. Aggravation/Mitigation: the lists, while still not all-inclusive, were updated to reflect current usual considerations.

The second issue in legal is the completion of the Parole Qualifications Committee process. The interviews were completed May 21st and a list of three names was sent to the Governor and Cabinet for consideration for appointment of a new Commissioner to start at the completion of Commissioner Cohen's term on June 30, 2014.