



FLORIDA PAROLE COMMISSION

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FLORIDA PAROLE COMMISSION Monthly Accomplishments Report January 2014

~CHAIR'S MESSAGE~ Tena M. Pate

The month of January is a fresh start and a perfect time to set new goals. Last year, the Parole Commission leadership team and I set goals for each of our designated areas with the common mantra to “strive for excellence and avoid mediocrity.” The outcomes of that goal setting exercise were so successful that we saw our agency not only reach the goals we set, but also exceeded many of them. In 2014 I challenged the leadership team once again to set goals to put our agency on a path of growth in a variety of areas and after reviewing prospective goals for this year, it's evident that the Commission has ambitious plans to progressively move forward.

This month we hosted our first out of town vote of 2014 in Jacksonville. The hearing was attended by dozens of local law enforcement officers as well as numerous media outlets, state attorneys, inmate supporters and most importantly victims and their families. While in Duval County, Senior Leadership and Regional Administrators took advantage of their time together and attended a one-day leadership training. The training was presented by productivity expert Sheila Green, of Green Productivity Solutions. Topics addressed included managing multiple priorities, Microsoft Outlook techniques, and strategic planning. The training allowed Commission leadership to share concerns and successes as it relates to their responsibilities.

In response to staff input last year, the Commission launched a brand-new training effort in 2014 utilizing cost effective measures to provide resources and knowledge to the Commission's greatest asset, its employees! Throughout the year there will be a variety of both mandatory and optional opportunities for staff to enhance their personal and professional skills.

The Commission's Legislative Affairs Director Kevin Reilly traveled to Orlando to participate in the 2014 Justice Summit, where he contributed to discussions regarding statewide public safety. The Summit also included a presentation by Attorney General Pam Bondi and breakout sessions from various executive directors of criminal justice and law enforcement agencies. Commission's General Counsel Sarah Rumph, participated in the Florida Bar winter meeting in Orlando. She also extended her professional advisement to Leon County Teen Court, where mentors strive to help juvenile offenders take responsibility for their actions, increase awareness of the law and promote community involvement by providing volunteer opportunities to both youth and adults.

Other staff acknowledgements include the retirement of long-time Commission employee, Brenda Council, who began her career with the state in the late 1980s with the Florida Department of Corrections. We wish her the best of luck as she enjoys her well deserved retirement.

Governor Scott released his proposed budget for 2014-15 this month, and in addition to fully funding the Commission's current program and activities, it includes funding for additional FTE's (full time employees) to assist with the clemency workload and funding for OPS (other personnel services) positions to continue servicing the clemency toll free line. The addition of these positions will allow us to advance the mission of our agency and support our efforts of offering the best customer service possible to the citizens of Florida. This proposed budget will have both positive

outcomes throughout the state of Florida, as well as permitting our agency to accomplish so much more in the coming year.

I invite you to continue reading to review all of the Commission's January accomplishments identified below.

Respectfully,



Tena M. Pate
Chair

COMMISSION SECTION ACCOMPLISHMENTS

Operations

Shana Lasseter, Director

Preparations Continue for the Spring 2014 FPC Warrant Sweep – This month we again had the pleasure of meeting with Supervisory Inspector Marty West of the United States Marshal Service (USMS), Florida Regional Fugitive Task Force, to further discuss and plan for a state-wide arrest sweep for open FPC warrants.

The FPC has responsibility for holding offenders accountable for successful completion of their supervision through swift and certain responses to any violations thereof. The Commissioners review violations, issue warrants, and revocation hearings are conducted, which ultimately lead to the Commissioners determining whether or not to restore a releasee to supervision or return an offender to prison for the remainder of their court imposed sentence. While the Commission has several offender supervision types under its jurisdiction, the upcoming warrant sweep focuses on the Commission's most violent offenders, which are parolees and mandatory conditional release cases.

Chair Tena Pate of the Commission has identified the locating of these offenders and the service of the 500+ FPC warrants as one of our top priorities for early 2014. Again, we are fortunate to have partnered with the USMS, Florida Regional Fugitive Task Force, in addressing this very important public safety issue and a timeline for the sweep has been established.

Over 500 outstanding FPC warrants were adopted by the USMS, Florida Regional Fugitive Task Force on 1/31/14. FPC staff immediately began assembling basic warrant packets on each case to be delivered to the USMS by 2/21/14. The packets will include a copy of the Commission's warrant for arrest, demographic information and relatives/associates data on each offender for use by the task force.

From 2/24/14 - 2/28/14 and the entire month of March, the USMS task force will complete the building of the investigative files on each case. This will include compiling reports, data and other information from CLEAR, Accurant, Public Assistance Fraud, Department of Labor, Social Security Administration, etc. Leads will be built, investigations conducted and the task force will conduct its sweep the week of April 14-18, 2014. All those involved anticipate great results in terms of removing violent offenders from the streets of our state.

Duval County Vote – Commission hearings were held in Duval County on January 15, 2014. With the very capable assistance of the Commission's Region II staff, FDLE and the staff of the Atlantic Beach City Commission, the meeting was truly successful. The hearings were well attended by victims' families, inmate supporters and the media. Several television channels in the area highlighted the Commission's visit to their community and acknowledged the very important works the Commission handles.

Office of the Commission Clerk

Cases Docketed:

Parole	132
Conditional Medical	1
Conditional Release	785
Addiction Recovery	146
TOTAL	1064

Month	Paroles		Conditional Medical Release	
	Granted	Denied	Granted	Denied
January	2	1	1	0

Featured Case:

On December 24, 1980, Inmate Joseph Johnson (DC 081349) and friend Arthur Stone were at a party allegedly consuming illegal drugs. The subject was in possession of a hand gun which was discharged in the residence. Three Daytona Police officers investigated the shots fired. The subject met the officers at the front door while Arthur Stone hid in the bedroom closet. Once the officers entered the residence, the subject turned and walked to the bedroom where he jumped into the bed allowing Arthur Stone to open the closet door and began to shoot at the officers. Arthur Stone and Officer Etheredge were killed. Officer Clain was injured however recovered following hospitalization and Sergeant Carr was able to arrest the defendant. During the Commission’s January 15, 2014 hearing, a substantial number of law enforcement officers were in attendance to oppose any reduction to Inmate Johnson’s presumptive parole release date of December 19, 2024. Based on the six disciplinary reports received from the last Commission Action, the Commission voted to extend the inmate’s presumptive parole release date by 120 months resulting in a new presumptive parole release date of December 19, 2034 with the next interview scheduled for August 2020.

Imaging

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

Completed Documents	4,217
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Revocations

STATISTICS:

Warrants Issued	167
Cases Reviewed and Prepared for Docket	147

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

Training

Supervisor Kim Dickey attended training in Jacksonville, Florida – “Managing Multiple Priorities” by trainer, Sheila Green and training from Julia McCall, “Why Employees Don’t Do What They Are Supposed to Do and What To Do About It.”

Victims’ Services

	January 2014
Victims’ requests for information on parole, conditional release, and conditional medical cases	209
Victims Located	35
Status updates to victims on parole, conditional medical and clemency cases	689
Assisted victims who attended parole or clemency hearings	37

Field Services

Field Services’ Statewide Activity Totals

	January 2014
Monthly Interviews and Hearings Conducted:	
Parole Interviews	94

Revocation Interviews	219
Revocation Hearings	64
Total Interviews and Hearings for the Month	377

REGION I:

- COURTESY INTERSTATE COMPACT TASKS:
 - Region I performed two notices and no hearings.
- PENDING CLEMENCY CASES:
 - With a hearing: 666
 - Without a hearing: 86
 - Total Cases: 752
- TRAINING:
 - Regional Administrator Hamilton attended Managing Multiple Priorities in Jacksonville on 1/16/14.
 - Regional Administrator Hamilton attended Management Training in Central Office on 1/23/14.
- MISCELLANEOUS:
 - Examiner Russ Gallogly's father, William Gallogly, is being honored at the Florida Supreme Court on January 30th as the Pro Bono Attorney of the Year for the Fourth Judicial Circuit.

REGION II:

- COURTESY INTERSTATE COMPACT TASKS:
 - Region II did not have any requests for a Courtesy Preliminary hearings during January.
- PENDING CLEMENCY CASES:
 - With a hearing: 892
 - Without a hearing: 140
 - Total Cases: 1,032
- TRAINING:
 - On 1/16/2014 Regional Administrator Mills Rowland attended the State Wide leadership training on Managing Multiple Priorities put on by Sheila Green of Green Productivity Solutions (GPS) at the Hampton Inn in Jacksonville Beach, FL.
 - On 1/10/2014 Mills Rowland was re-certified through FDLE for Full Access to FCIC/NCIC.
- COMMUNITY SERVICE:
 - Examiner Cliff Rowan is a volunteer through the Florida Gaurdian 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:
 - On 1/15/2014 the Commission held an out of town meeting at the City Hall of Atlantic Beach in Atlantic Beach, FL. Thanks to all who were involved in a very successful meeting!

REGION III:

- COURTESY INTERSTATE COMPACT TASKS:
 - Region III received three requests for probable cause hearings.
- PENDING CLEMENCY CASES:
 - With a hearing: 1,034
 - Without a hearing: 109
 - Total Cases: 1,143
- PERSONNEL ACTION:
 - Position advertisement completed for one Ocala Parole Examiner position.
- TRAINING:
 - Kevin Tiller attended Managing Multiple Priorities training in Jacksonville.
- MISCELLANEOUS:
 - Jolynn Linder participated in the 17th Annual Space Coast Birding & Wildlife Festival in Titusille.

REGION IV:

- COURTESY INTERSTATE COMPACT TASKS:
 - 4 - Notice of Hearing/Postponements/Hearings.
- PENDING CLEMENCY CASES:
 - With a hearing: 2,322
 - Without a hearing: 296
 - Total Cases: 2,618
- TRAINING:
 - Jayne Hayden completed her CJIS Recertification on January 24, 2014.
 - Supervisors Ayesha Carson and Jayne Hayden attended Leadership Training on "Managing Multiple Priorities" January 16, 2014, Jacksonville, FL.
 - Region IV completed the Mandatory online Sexual Harassment Training.
- COMMUNITY SERVICE:
 - Jayne Hayden volunteers w/Guardian ad Litem Program of Broward County.
 - Cindy Zimmerman raised \$200.00 and ran a 5k for Susan G. Komen Race for the Cure on January 25, 2014, in West Palm Beach. Also Rich Konior's granddaughter, Hailey, helped raise funds by making rainbow loom bracelets to sell for the cause.

REGION V:

- COURTESY INTERSTATE COMPACT TASKS:
 - 12 requests for hearings received.
- PENDING CLEMENCY CASES:
 - With a Hearing: 1,151
 - Without a Hearing: 225
 - Total Cases: 1,376
- TRAINING:
 - Linda Dixon took the FCIC/NCIC recertification test and received her CJIS Limited Access Online Certification on 01/08/14.
 - Helen Williams-Lester took the FCIC/NCIC recertification test and received her CJIS Limited Access Online Certification on 01/21/14.
 - The Region V RA and supervisors attended the supervisor training in Jacksonville on 01/16/14.
 - Region V staff provided training in Sexual Harassment
- COMMUNITY SERVICE:
 - Jerry Harris' daughter, Lindsey, continues to collect shoe donations that will be refurbished and sent to third world countries. She ranks in 1st place presently having collected a good number of shoes.
 - Kip Astrom and Patti Razor attended the 01/23/14, PERC meeting in St. Petersburg.

Administration

Gina Giacomo, Director

The Division of Administration's primary accomplishments in the month of January 2014 included: Achieved 100% prompt payment on invoices. The Florida Parole Commission (Division of Administration) achieved full utilization in all five key functions. The Commission is the only state agency to accomplish green in all five key functions of the utilization matrix in FY 2013-14.

Training team developed and provided to all staff statewide training participation and feedback forms. The training team has notified staff of mandatory sexual harassment training. Worked in partnership with DOC to revise the Information Technology security request database and FPC has revised the security request form to ensure the integrity of databases, Revised position descriptions, Completed employee evaluations, Renewed the Crime policy coverage, Provided staff information on Wellness, Currently in the process of transitioning staff from citrix to juniper to remotely access databases and working on moving all staff to Windows 7. Completed the AG Information Technology report, and provided information to staff on the new worker's compensation provider.

Submitted request for updates to the Commissions websites. Division employees attended trainings/meetings on the following topics, (1) FASAAD Administration, (2) Purchasing Director meeting, (2) Human Resource, (4) CMS meetings, (1) VOCA Grant training, (2) FACTS workshop, (1) AFSCME Initial Collective Bargaining

Agreement meeting, (2) FPD,SEAG,SNPU Negotiation session, (1) Activities committee meeting (4) Training Team meeting (1) New management consulting and audit service contract training and (1) Leadership Training.

Office of Clemency Investigations
Steve Hebert, Director

Pending Clemency Cases February 1, 2014

Types of Clemency Cases	January 2014
RCR Cases	12,422
Without a Hearing Cases (1,318)	
With a Hearing Cases (11,104)	
Non-RCR Cases*	8,130
Total Pending Clemency Cases	20,552

* 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 January 2014 for the Office of Clemency Investigations include:

- On January 9, 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.
- On January 16, 2014, the Director of Clemency Investigations, along with other agency supervisors and directors, attended a Leadership Team Training session titled “Managing Multiple Priorities.” Topics covered included best practices in managing priorities, strategic thinking skills, accountability, enhancing communication and time management, and mastering organizational skills to obtain a high performance.
- On January 22, 2014, the Director of Clemency Investigations met with Chair Pate and the entire FPC Leadership Team for a Strategy and Goal Setting Session for 2014. The Director presented goals for this office which are highlighted by eliminating the backlog of *Without a Hearing cases*; increased field training and access to resource materials for field examiners conducting clemency investigations; and providing personal and professional initiatives for staff.
- 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 Koon Kellogg, Director

- Redesigned the Parole Commission’s general information brochure.
- Distributed media alert for Atlantic Beach parole hearing.
- Managed onsite media at Atlantic Beach parole hearing.
- Participated in the Senior Leadership training in Jacksonville provided by Productivity Strategist Sheila Green.
- Presented the Office of Communication’s 2014 Goals and Strategies in the Senior Leadership Goals and Strategies meeting.
- Designed an all-agency 2014 Goals and Strategies document.
- Edited and distributed the FPC Winter Newsletter to staff.
- Began beta testing the new FPC website with leadership team.
- Finalized Victims’ Services video script.
- Began research and planning for National Victim’s Rights Week in April.
- Drafted various employee informational messages regarding upcoming events and acknowledgements including an overview of Governor Scott’s 2014-15 budget and its impact of the agency.
- Coordinated and responded to various public records and media requests.

Executive Clemency
Julia McCall, Clemency Coordinator

Our first and foremost priority is the processing of applications for clemency. Although the number of cases may seem daunting at times, we continue to strive toward meeting our personal best goals of eliminating any backlog; thus, ensuring the best practice customer service. The coordinator conducted a leadership training module this month on a very good book authored by Ferdinand R. Fournies, "*Why Employees Don't Do What They Are Supposed to Do...and What To Do About It*" which brings a lot of insight as to what is needed for the supervisor and the employee to successfully meet both their goals.

WEBPAGE STATISTICS

- The Florida Parole Commission has received 1,268,773 hits with 952,194 searches for Restoration of Civil Rights (RCR) grants.
- 101,930 names were located and 64,050 certificates have been printed.
- Currently there are 375,504 RCR certificates available for printing through the www.FLrestoremyrights.com website.

Legal Office
Sarah Rumph, General Counsel

The current Legal Team has successfully prevailed on litigation now for a combined 35 years, defending the Commission's actions in 1000's of cases.

1. The Florida Supreme Court opinion in Florida Parole Commission v. Robert Taylor, SC11-2460, a long-awaited opinion of actions that started in 2010, was just released January 23rd. In this case:
 - a. Mr. Taylor violated conditional release by using marijuana. The hearing examiner recommended reinstatement of release. The Commission rejected the recommendation and decided to revoke release instead.
 - b. Mr. Taylor appealed this decision of the Commission to the Circuit Court, which upheld the Commission's decision.
 - c. Mr. Taylor then appealed that to the District Court of Appeals. The DCA overturned the lower court decision and ordered the Commission to release Mr. Taylor immediately, which it did.
 - d. We then appealed the DCA decision to the Florida Supreme Court.
 - e. The Florida Supreme Court was not required to review the case, but agreed to accept discretionary jurisdiction over it, appointed Mr. Taylor counsel and ordered briefing.
 - f. In the Florida Supreme Court opinion, it agreed with the Commission that the DCA was overstepping its authority and reinstated the Circuit Court decision denying Mr. Taylor relief.
 - g. There was no dissenting opinion by any of the justices

This was a BIG victory for the Commission in containing the scope of review of the DCAs.

Office of Legislative Affairs
Kevin Reilly, Director

- Participated in the January 2014 Committee Week.
- Drafted Bill Analysis for Commission related legislation.
- Traveled to Orlando to participate in the 2014 Justice Summit.
- Participated in the Senior Leadership Goals and Strategies meeting.
- Met with various legislators and staff to discuss proposed Commission legislation.
- Conducted ongoing legislative constituent relations regarding various Commission functions.