



FLORIDA PAROLE COMMISSION

4070 Esplanade Way, Tallahassee, Florida 32399-2450

TENA M. PATE
Commissioner/Chair

BERNARD R. COHEN, SR.
Commissioner/Vice-Chair

MELINDA N. COONROD
Commissioner/Secretary

FLORIDA PAROLE COMMISSION Monthly Accomplishments' Report

JANUARY 2013 ~CHAIR'S MESSAGE~ Tena M. Pate

January 2013 at the Florida Parole Commission has been a month spent refining and reevaluating the Commission's goals and making plans to achieve them in 2013. Having just completed the first month in to the New Year, I am excited about the Commission's future and intend to be proactive in raising the awareness of the incredible job performed each day by so many talented and industrious employees. After 71 years of service to the citizens of this State, the time has come for the Commission to be recognized and acknowledged for its many accomplishments and the critical and necessary role it plays within the criminal justice system.

Additionally, the Commission met three times in January to hold hearings - January 9, January 23, and January 30. And once again, Tallahassee is humming with the Legislators and staff back in town for two weeks of Legislative Committee Meetings. Agency heads and staff are presenting their base budgets and providing overviews of their respective responsibilities. Also, Commissioners Cohen and Coonrod began meeting with members of the Florida Senate to secure support for confirmation of their appointments to the Commission during the upcoming 2013 Legislative Session.

On January 31, Jane Tillman and I attended Governor Rick Scott's media presentation on the release of his budget recommendations for FY 2013-14. We are delighted that the Governor has recognized the great strides the Commission has made this budget year in reducing the clemency RCR *without a hearing* pending cases. This is due to the funding given to us in the 2012 session for this current budget year. I worked with members of the Legislature, in consultation with the Governor's Office, in securing this recurring OPS funding for the Commission to hire OPS staff to significantly reduce the backlog of cases. We currently have 33 OPS staff working full or part time on RCR *without hearing cases*. To that end, Governor Scott is recommending the continued funding of this project with the understanding that once we have significantly reduced the RCR Without a Hearing backlog, we will then turn to processing a greater number of RCR *with a hearing* cases. Kevin Reilly, Gina Giacomo, and I will be working throughout the months of January and February with the Governor's Office of Policy and Budget and the staff of the budget committees in the House and Senate to promote the Commission's Legislative Budget Request.

COMMISSION SECTION ACCOMPLISHMENTS

Operations Shana Lasseter, Director

- The National Institute of Corrections (NIC) is an agency within the U.S. Department of Justice, Federal Bureau of Prisons, headed by a Director appointed by the U.S. Attorney General. NIC provides training, technical assistance, information services, and policy/program development assistance to federal, state, and local corrections agencies. NIC also provides leadership to influence correctional policies, practices, and operations nationwide in areas of emerging interest and concern to correctional executives and practitioners as well as public policymakers.

Director of Operations Shana Lasseter was selected to attend the NIC's Orientation for Parole Board Executives January 8-10, 2013, at NIC's National Corrections Academy in Aurora, Colorado at the expense of the NIC. Ms. Lasseter, representing the Florida Parole Commission, was one of nine participants from around the country. The other eight parole boards represented at the training were Alaska, Connecticut, North Carolina, Ohio, Tennessee, Texas, Vermont and Wisconsin.

The course focused on the knowledge and skills important to a sound beginning in a new career. The program was designed to assist new chief executives with both the immediate knowledge and the long-term skills needed in the areas of budgeting, personnel, planning, dealing with special interest groups, working with the media, and other organizational development issues. The program used a peer interaction process and promoted the development of network mentors and advisers among participants and between participants and faculty. The training was truly amazing. It was of the highest quality and the benefits are immeasurable.

- The Commission has been fortunate for a number of years to receive funding through the Victims of Crime Act (VOCA). The VOCA grant funds a second victim's advocate in the Commission's Victims' Services unit whose primary function is to assist victims of offenders applying for any level of clemency. The advocate's primary duties include searching for victims, contacting victims and explaining their rights regarding the clemency process. The advocate accompanies victims to clemency hearings or presents their statements to the Clemency Board if they cannot appear. The advocate also assists in parole matters before the Commission when she is not handling clemency cases.

The Commission is required to re-apply for VOCA funding in 2013. Meetings and careful review of the VOCA grant application were conducted in January in preparation for the application process. Additionally, an on-site visit was made by the Attorney General's office on January 24, 2013, to ensure compliance with the requirements of the VOCA grant currently in place.

- The FPC leadership was given an opportunity by Chair Pate on January 18, 2013, to "dream big." The Chair held a strategy and goal setting session with senior management and supervisors during which key staff were encouraged and expected to lay out their plans for better efficiency of operations and to identify goals and set bold action plans for accomplishing these new goals for the next year. The leadership staff showed up at the meeting with their game faces on! Both short term and long term goals were discussed for each section of the agency and the result of the meeting was a charged up, energized group of team leaders ready to take on anything!
- FPC and DC leadership are moving forward with the Transition from Prison to Community Initiative (TPCI) focus group for TCPI Decision Point 6, the Case Management and Decision Making process,

and several conference calls were held during January. The purpose of the focus group is to organize and conduct events to seek input or disseminate information about transition and reentry efforts and developing strategies for community and agency education. One of the next steps to implement this initiative is to review our target for change against our current policies, procedures, and rules. The goal is to identify a policy or rule that currently exists for each target for change. If so, then identify any changes needed based on the target for change recommendations. If there is not a rule or policy in place, one should be developed. This critical project is ongoing.

Office of the Commission Clerk

Cases Docketed:

Parole	165
Conditional Medical	3
Conditional Release	671
Addiction Recovery	123
TOTAL	962

Month	Paroles		Conditional Medical Release	
	Granted	Denied	Granted	Denied
January	3	1	1	2

Case of Interest:

On January 28, 2013, the Commission was notified of an upcoming Conditional Release case with some concerns. Inmate William Conley DC#099313 was scheduled for Conditional Release on February 1, 2013. The subject previously had special conditions established that included all sex offender conditions established under the Commission’s discretionary power. The offender was being released as a homeless offender and would be required to live in the woods or on the streets, being monitored by GPS. After review of the offender’s arrest history, prison disciplinary history, and prison gang history (identified as a member of “Unforgiven,” an extremely dangerous white power prison gang), the Classification officer notified the Commission that it was highly probable that he would abandon his GPS equipment and abscond while living in the woods. The inmate had a proposed residence plan that included small children, therefore placement was denied based on the conditions. The officer thought the Commission could reconsider the “No Contact with Children” special conditions since the victims of his crime were over the age of 18. The change in conditions could allow the offender to have a planned place of residence, possibly preventing the offender from absconding. After the careful consideration and the January 30, 2013 vote, the Commission agreed to delete the special conditions, “No Contact with Children” and the “1000 Foot Residence Restriction.”

Imaging

- Monthly totals for Imaging Inmate Records (IRIS)

Completed Documents	January 2013
	3,282

Revocations

Statistics:

Warrants Issued	189
Cases Reviewed and Prepared for Docket	159

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

Case of Interest:

DeQuan House (DC# T56682) is an offender who has an extensive juvenile record. At the age of 17, he was placed on probation in January 2008, for Grand Theft Motor Vehicle and Burglary of an Occupied Structure. Five months later, he violated probation and was sentenced to 5 years in state prison. On November 25, 2011, House was eventually released on Addiction Recovery Supervision for a term of 9 months.

In July 2012, the Commission issued a warrant following the offender's arrest for Burglary of an Unoccupied Structure and Grand Theft. An additional violation of his supervision was not to associate with any person engaged in criminal activity. No evidence was found that the offender committed the offenses. The offender hitched a ride with the two people who actually committed the offenses. Offender House was unaware of what was in the vehicle when he requested a ride home. The charges were dismissed against him and the parole examiner found the offender not guilty. The offender's addiction recovery supervisor reported that Offender House abided by his conditions, to include completing his substance abuse referrals and his monthly NA/AA meetings/classes, by the providing the necessary documentation. All of his drug screens were negative and he paid his cost of supervision. At the January 23, 2013, Commission meeting, Offender House was discharged and successfully completed his addiction recovery supervision.

ACTIONS

- Cathy Floyd represented Revocations at the Chair's 2013 Leadership Strategy and Goal Setting Session. Short and long-term goals were identified and set. It was also determined what the section would need to provide better efficiency and the tools that would improve the overall operations of the Revocation's section over the next year.

Victims' Services

	January 2013
Victims' requests for information on parole, conditional release, and conditional medical cases	311
Victims Located	72
Status updates to victims on parole, conditional medical and clemency cases	503
Assisted victims who attended parole or clemency hearings.	45

Personnel:

- Daphne Asbell provided training with Chair Tena Pate on the Parole Commission at the Attorney Generals Advocacy after the Conviction Training in Port Orange Florida on January 4, 2013. We have a half time intern from Florida A&M for the Winter semester. Ms. Jasmine Jones is interested in becoming a prosecutor someday and she is providing assistance to our unit with victims.
- In late December and early January Daphne Asbell sent each State Attorney’s Office a list of capital felony (25 year minimum mandatory cases that will be coming up for their first (initial) interview this year.

Field Services

Field Services’ Statewide Activity Totals

Monthly Interviews and Hearings Conducted:	January 2013
Parole Interviews	98
Revocation Interviews	264
Revocation Hearings	57
Total Interviews and Hearings for the Month	419

Region I:

- Region I conducted four Interstate Notices for the month of January.
- Parole Examiner Matt Braxton has been elected by his church to serve as Deacon.

Region II:

- Region 2 had eight (8) requests for Courtesy Hearings from Interstate Compact.
- Parole Examiner Joanna Anderson attended FDLE certification training on 1/23/2013 in Jacksonville and is now NCIC/FCIC certified.
- Parole Examiner Kimberly Barrett gave birth to her beautiful daughter, Chloe Marie Barrett, on 1/5/2013. Both Mom and Daughter are doing well.

Region III:

- Interstate Compact Probable Cause Hearings: Total: 4
- Regional Administrator Kevin Tiller brought all eligible hearing tapes from the Ocala Field Office to the Cocoa Field Office to get Region III tapes ready for shredding.
- JoLynn Linder attended the 16th annual Space Coast Birding and Wildlife Festival in Titusville and entered 3 photographs in the Art Show.

Region IV:

- In recognition of Black History Month, the Broward office joined in on the kick-off breakfast the first of February, and will attend the end of the month luncheon.
- Jayne Hayden attended the Miami FBI Citizen’s Academy CSI Familiarization Course. A class of 18 was introduced to Crime Scene Management, Crime Scene Photography and Sketching, Evidence

Collection/Packaging, and Processing Latent Fingerprints/DNA. The program was ended with a practical exercise in working an evidence recovery and processing the scene.

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

Region V:

- **FDLE**
 - Helen Williams Lester participated in internet web training on Interagency Agreements.
 - Pam Carwise has been designated as the TAC for the Arcadia Office and Rhonda Murphy has been designated as the back-up.
- **FCCD**
 - The Chapter I meeting was 1/17/13, at the Park Trammell building. Cathy Aylstock attended.
- **PERC (Pinellas Ex-Offender Re-Entry Coalition)**
 - Kip Astrom attended the January PERC meeting.
- **PUBLIC SAFETY COUNCILS**
 - Levar Allen will be attending the January Polk County meeting on 01/28/13.
 - Jerry Harris will be attending the January Pasco County meeting.
 - Jessica Ghent attended the January Hillsborough County meeting.
- **TRAINING**
 - On 01/29/13, Cathy Aylstock will be providing training to the Department of Health staff on the duties of the Parole Commission with an emphasis on Clemency.
- **OTHER**
 - Congratulations to Carla Murphy, Rhonda Murphy's daughter, who graduated from DC Corrections Academy on 1/2/13.
 - Probable Cause Hearings: During the month of December 2012 – Region v received 9 requests from DC for Probable Cause Hearings.

Administration
Gina Giacomo, Director

The Division of Administration's primary accomplishments in the month of January 2013 included: Submitted documents on MFMP to DMS; conducted research on multiple subjects; prepared strategic plan for Administration section; assisted with preparing base budget documents; submitted insurance policy and property premium renewals; 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 many training on My Florida Marketplace, Purchasing meetings, and HR meetings.

Office of Clemency Investigations
Steve Hebert, Director

Pending Clemency Cases February 1, 2013

Types of Clemency Cases	January 2013
RCR Cases	16,573
Without a Hearing Cases (4,537)	
With a Hearing Cases (12,036)	
Non-RCR Cases*	7,779
Total Pending Clemency Cases	24,352

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

- On January 18, 2013, the Director of Clemency Investigations met with Chair Pate and the entire FPC Leadership Team for a Strategy and Goal Setting Session for 2013. The Director presented goals for this office which are highlighted by increased field training and access to resource materials for field examiners conducting clemency investigations; producing a revised Clemency Investigations Instruction Manual; increasing the number of eligible Without a Hearing cases presented to the Clemency Board; and creating a workgroup to improve and enhance the clemency database.
- On January 24, 2013, a new workgroup comprised of the Director of Clemency Investigations and the Coordinator of the Office of Executive Clemency, along with selected staff members from both offices met with Department of Corrections for their first meeting in 2013. This workgroup will review current pending projects, establish their priority, and track progress to completion. New ideas will be discussed and recommendations for improvements or enhancements to the database will be made with a priority ranking based upon necessity, security, efficiency, and resources needed.
- On January 30, 2013, 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.
- Conducted capital punishment clemency investigations for death row inmates.
- Conducted Request for Review investigations for commutation of sentence applications.
- 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 quality assurance reviews of all clemency investigations completed by regional field offices.

Office of Communications
Jane Tillman, Director

- Held three weekly Communication briefings/meetings with senior staff on issues relative to this office occurring that week.
- Met with all agency Communications Directors to be briefed on the Governor's Budget Recommendations.

- Attended Governor's Budget Presentation Pre-meeting and advised Chair and senior staff.
- Attended Governor's Budget Presentation with Chair Pate;
- Provided the Governor's Office of Communications with three employee submissions for consideration to be included in the Governor's Weekly Newsletter to State Employees as approved by the Chair and Director of Operations;
- Responded to media inquiries either personally, or via telephone and email;
- Networked with other Communications Directors and solicited social media information;
- Worked with Ann Howard, DC's Public Affairs Director, to develop a social media program for the Commission;
- Received and responded to public inquiries for research/information: phone calls, e-mails, correspondence;
- Worked with the Governor's Legal Office providing draft responses to public records requests, many requiring substantial research and follow-up;
- Prepared and/or reviewed messages, talk points, and other written materials for the Chair and Senior staff for the newsletter, emails, legislative events;
- Worked with the Newsletter Committee on articles for Parole Guidelines, 1st 2013 Quarterly publication;
- Interviewed candidates for Communications and Legislative Affairs' Staff Assistant vacancy and prepared necessary paperwork;
- Assisted the Commission's LAD, when requested, with legislative issues.

Executive Clemency

Julia McCall, Clemency Coordinator

With the holidays over, January has quickly gotten back on course. Our focus is to complete the screening of as many applications as possible and respond to applicant calls and emails. Executive Clemency staff and the Coordinator together compiled a list of tasks for 2013 which included continual efficiency evaluations regarding staff and job assignments and the process between this office and Clemency Investigations. Another focus for this office is to assimilate the vast knowledge base of historical clemency information and better serve individuals making Public Records requests.

Legal Office

Sarah Rumph, General Counsel

We received many orders from the courts in January. Here are three highlighted cases:

- In Potter v. Florida Parole Commission, the Petitioner challenged that even though the examiner found him guilty of willfully and substantially violating, the Commission had not. The Court held that the order of the examiner is clear.
- In Ansley v. Florida Parole Commission, this case was remanded for further action by the Commission after Alday. The Commission did reconsider the case, and provided further clarification on the continued suspension of the PPRD. We then moved to dismiss the case since the action the Petitioner was seeking

(reconsideration) was already completed. The Court agreed that the action complied with Alday requirements and dismissed the cause.

- In Richardson v. Florida Parole Commission, the individual was also challenging the continued suspension of his PPRD. The Court upheld the reasons that the Commission gave for the continued negative 947.18 finding; indicating that they were supported by the record and that he is presumed to be aware of his own criminal history.

Office of Legislative Affairs
Kevin Reilly, Director

- Met with over a dozen Senators and staff regarding confirmation of Commissioner Coonrod
- Met with Senator Dean and staff regarding filing Mandatory Supervision bill. Bill is filed as SB540.
- Met with staff of Senate Ethics and Elections and filed all necessary paperwork was filed for Commissioner Coonrod and Commissioner Cohen.
- Met with Rep. McBurney regarding filing of Extended Interviews. He will be filing this bill when it is released from drafting.
- Met with Rep. Passidomo regarding filing of Mandatory Supervision bill. She will be filling the bill when it is released from drafting.
- Met with Rep. Baxley regarding upcoming session and issues before Judiciary.
- Met with Sen. Evers regarding filing of Extended Interviews bill. He has agreed to be the sponsor.
- Continued talks with OPB regarding Governors budget recommendations.
- Worked to resolve constituent issues for several Representatives and Senators.
- Reviewed bill drafts to ensure correct language and continuity between both houses.
- Worked with Department of Corrections to keep them updated on our proposals.
- Met with stakeholders to ensure support of legislative proposals.