



# THE FLORIDA COMMISSION ON OFFENDER REVIEW

SERVING THE CITIZENS OF FLORIDA SINCE 1941

*Monthly Accomplishments Report – October 2015*

## Chair's Message

*Tena M. Pate*

As an avid supporter of lifelong learning, I believe it is important to always be looking for opportunities to expand your knowledge both professionally and personally. As October began, I was invited to serve as a panelist and provide feedback on presentations given by the senior-level criminal justice professionals from around our state who are participating in FDLE's Florida Criminal Justice Executive Institute. The presenters' proposals for addressing current public safety issues were outstanding and the dedication exhibited by each professional participant was inspiring.

For the fourth and final out-of-town vote of the year, the Commission traveled to south Florida and held two days of successful meetings in Fort Lauderdale with the invaluable coordination efforts of the Region IV team. Several guests from the area joined us to observe the hearing process including Jackisha FanFan with Representative Daphne Campbell's office; Warden Francisco Acosta and Classification Supervisor Scott Siegler with Everglades CI; Ksenia Saavedra and Sara Mancini with the 17th Judicial Circuit State Attorney's Office; Josh Meyer, David Wheeler, Rachel Newman, and Joe Dewey with the Public Defender's Office; DJJ contractor Luis Cerati; and Raul Pedroso and Terri Molina with the Coral Gables Police Department. Over the course of the two-day proceedings, the Commission heard a total of 309 cases, with approximately 79 victims, victims' and inmates' family members and supporters participating.

While in south Florida for hearings, I was also able to continue my one-on-one conversations with the area's regional staff members and learn about their individual experiences, successes and challenges. These meetings are very important to me and our team, and I value each and every opportunity I have to receive the honest and heartfelt input provided.

October 2015 marked the 25th anniversary of Domestic Violence Awareness Month and Central Office team members Debbie Sue Fleck and Jennifer Boswell attended the Refuge House's Candlelight Vigil and Survivor Speak Out at Tallahassee's Tom Brown Park. Held annually, this event serves to remind the public of the lives lost to domestic violence.

Word continues to spread about the Commission's Crime Prevention Initiative program which received further support and interest over the last month. Upcoming meetings with various Leon County School Board representatives and alternative school administrators will lead to opportunities for us to engage with more youth and continue our panel's educational message regarding the negative consequences of making poor choices.

The Commission training team paired up with the Florida Department of Corrections to offer agency staff a Lunch and Learn on personal safety led by Florida Department of Corrections' trainer and defensive tactics expert Dennis Taylor. Participants were instructed on ways to stay aware of their surroundings, how to identify possible problems, and how to stay proactive in negative situations.

Commission staff closed out the month with our yearly chili cook-off and costume contest fundraiser benefitting the Florida State Employees' Charitable Campaign. In addition to raising money, the fun-filled event provided staff an opportunity to fellowship with one another while taking a break from our important responsibilities as State of Florida public servants. I invite you to continue reading this report to learn more about the Commission's accomplishments during the month of October.

Respectfully,  
Tena M. Pate, Chair

## Division of Operations

*The Division of Operations is comprised of four sections: Revocations; Victims' Services; Office of the Commission Clerk; and Field Services. Twelve field offices are divided into five regional areas across the state. Operations is responsible for multiple, diverse functions relating to the administration of post-prison supervisory release programs. These supervised release programs include parole, conditional release, conditional medical release, addiction recovery, and control release supervision. The Division, through its Field Services' staff, conducts administrative hearings for violations of supervision, as well as clemency investigations for the Board of Executive Clemency.*

We worked a lot with our sister agency the Florida Department of Corrections (FDC) in October. (Note that they have a new logo and acronym – they are no longer DOC, but FDC.) Staff from the Office of Commission Clerk met three times with FDC's Probation and Parole and OIT staff to iron out data and supervision review issues. The work orders have been completed and we are currently in the testing phase with the supervision review process. We also met late this month on the Gadsden Reentry Center pilot project and are formalizing plans for launching the project immediately.

We had our usual Operations conference call with the field on October 15, and a productive APAI Programming Committee conference call the following day, where we finalized two of the plenary speakers for the conference.

Our out-of-town vote this month took place in Ft. Lauderdale and I wanted to thank Region IV Miami-Dade and Broward staff for all of their hard work preparing for the hearings, as well as Assistant City Clerk Ms. Wendy Gonyea, City of Ft. Lauderdale, for overseeing all preparations at the voting venue, the City of Ft. Lauderdale City Commission Chambers. During this trip, we also visited the FCOR Broward Field Office in Region IV where Chair Pate conducted one-on-one interviews with staff.

We continued to work on updating Operations Procedure Directives in October, including those specific to Initial, Subsequent and Effective Parole Interviews and Operations also completed updating our CDC Codebook, which can be found online at <http://fpcintranet/fpc/Policies/Operations/CDC-Codebook-Oct-12-2015.pdf>.

### Accomplishments: October 2015

#### Office of the Commission Clerk

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The number of cases docketed included: 577

- Parole – 42 (1 granted, 1 denied)
- Conditional Medical -1 (0 granted, 0 denied, 1 deceased prior to the vote)
- Conditional Release - 461
- Addiction Recovery Supervision - 73

#### Revocations

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- Warrants Issued - 197
- Cases Reviewed and Prepared for Docket - 81\*

*\*Includes parole, conditional release, addiction recovery release, and conditional medical release and control release cases.*

#### Victims' Services

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- Victims' requests for information on parole, conditional release, and conditional medical cases - 199
- Victims located - 27
- Status updates to victims on parole, conditional medical and clemency cases – 364
- Assisted victims who attended parole or clemency hearings - 21

## Field Services

Field Services' Statewide Activity Totals / Monthly Interviews and Hearings Conducted:

- Parole Interviews - 60
- Revocation Interviews - 243
- Revocation Hearings - 62
- Total Interviews and Hearings for the Month - 365

REGION	I	II	III	IV	V
COURTESY INTERSTATE COMPACT TASKS	2	4	3	1	4
PENDING CLEMENCY CASES	With Hearing: 398 W/o a Hearing: 4 Total Cases: 402	With Hearing: 779 W/o a Hearing: 14 Total Cases: 793	With Hearing: 800 W/o a Hearing: 19 Total Cases: 819	With Hearing: 1,577 W/o a Hearing: 26 Total Cases: 1,603	With Hearing: 1,037 W/o a Hearing: 12 Total Cases: 1,049

## Division of Administration

The Division of Administration provides administrative support to the Commission's Central Office and 12 field offices. Administration includes Human Resources, Finance and Accounting, Purchasing, Safety, Grants, Contracts, Inventory, Emergency Management and General Services.

### Accomplishments: October 2015

- FCOR achieved 98% prompt payment compliance.
- Submitted 31 requisitions, 9 Security request, 4 revisions to the website, 27 invoices, 97 inner office requests, and 12 work orders and made 30 deliveries.
- Assisted with the Newsletter.
- Revised Procedure Directive.
- Completed Safety Inspection.
- Distributed Wellness information.
- FSECC and Open Enrollment.
- Assisted with Criminology Internship Fair at FSU.
- Attended FALCON training and received certification.
- Responded to AG auditor's request.
- Florida Grant Consortium Survey and attended workshop.
- Attended 360 Training.
- VOCA audit certification.
- Participated in AmeriSys Conference Call for Workers Comp.
- Assisted DC property staff in conducting the annual tangible property inventory.

## Office of General Counsel

*The Office of the General Counsel is charged with successfully prevailing on litigation filed against the Commission; providing quality legal advice and representation in a prompt manner; and engaging in proactive legal counseling to prevent unnecessary litigation in the future.*

### Accomplishments: October 2015

- Things are really starting to kick up here in legal. Since the last summary on September 28, 2015 we have completed 21 court actions (including responses, briefs and motions).
- Recent litigation trends:
  - No new trends to report at this time. The current trends are on par with those stated over the last two months.
- I have attached two orders this month:
  - **Smith v. FCOR:** As an example of the trends noted previously, in this action, the conditional releasee challenged his placement on conditional release and the conditions of that supervision. The releasee stated that the Commission violated his due process rights. The court rejected the arguments, finding that the releasee's claims were contrary to the record and finding that the conditions imposed did not violate due process nor were an abuse of discretion.
  - **Walker v. Department, Et Al.:** In this particular case, the parole eligible inmate has filed so much litigation that he is barred from filing in the Second Judicial Circuit court. He attempted to elude this bar by filing a different petition in a different court. We alerted the court that the inmate's arguments were still barred as abusive and were untimely. The FDC advised the court that any arguments against it were subject to dismissal as well. The court accepted these positions and dismissed the action as to both FCOR and FDC.

## Office of Legislative Affairs

*The Office of Legislative Affairs is charged with overseeing the Commission's legislative program as the agency's chief legislative advocate.*

### Accomplishments: October 2015

- Attended House and Senate Committee Meetings relating to the Commission.
- Attended Executive Office of the Governor Legislative Affairs Director's Meetings.
- Conducted ongoing legislative constituent relations regarding various Commission functions.
- Attended the Public Safety Unit LBR presentation on 10/30.

## Office of Communications

*The Office of Communications is charged with overseeing the agency's communications and public information program.*

### Accomplishments: October 2015

- Finalized and submitted nomination for the Prudential Productivity Awards.
- Prepared press kits and distributed a media advisory for the Broward County vote.
- Continued layout and design of FCOR Intranet site.
- Organized historical photographs and documents for Commission archives.
- Continued coordination of Historical Commissioner Video project.
- Presented FCOR's Legislative Budget Request at the Office of Policy and Budget's media availability presentation.
- Promoted Crime Prevention Month through social media posts.

## Office of Executive Clemency

*The Office of Executive Clemency (OEC) reports directly to the Governor and Cabinet who sit as the Clemency Board in the performance of their duties and responsibilities. This office is responsible for coordinating all clemency meetings, referring applications for investigation and serves as the official custodian of all clemency records.*

### Accomplishments: October 2015

- This month we welcome Tiffany Benbow to the Office of Executive Clemency. Tiffany will be screening clemency applications for eligibility as a Civil Rights Specialist I. We look forward to her contribution to our mission of providing great customer service to our applicants.
- The Coordinator just completed reviewing all of the clemency and restoration of civil rights web pages for each Florida Supervisors of Elections office and was able to provide updated information and make suggestions as to ways to make restoration of civil rights information readily available. The first election is in March 2016 and we want to be ready!

### Webpage Statistics

<https://FCOR.state.fl.us> has received **8,174,321** hits with **1,136,910** searches for Restoration of Civil Rights (RCR) grants.

- **131,668** names were located and **79,429** certificates have been printed.
- Currently **376,666** RCR certificates are available for printing through the [www.FLrestoremyrights.com](http://www.FLrestoremyrights.com)

## Office of Clemency Investigations

*The Office of Clemency Investigations is charged with investigating, reviewing, evaluating, and reporting to the Clemency Board in all types of clemency cases, including, but not limited to, the restoration of civil rights, restoration of alien status under Florida law, full pardons, firearm authority, commutations of sentence, remission of fines, and capital punishment cases.*

### Accomplishments: October 2015

- Prepared investigations for the upcoming December Clemency Board Meeting, conducted investigations on capital punishment clemency cases and Requests for Review for Commutation of Sentence cases, conducted quality assurance reviews of all field investigations, provided customer service to clemency applicants, attended multiple training classes, and assisted in the development of clemency data requests.
- On October 8, 2015, training provided to the Regional Administrators and Supervisors during a conference call to include procedures related to clemency investigations.
- On October 21, 2015, our office provided assistance to the Tallahassee-Leon Community Animal Service Center by donating many items on the center's needs list for the homeless animals to include food, treats, towels, wipes, pads and other items after an office collection drive.