



THE FLORIDA COMMISSION ON OFFENDER REVIEW

SERVING THE CITIZENS OF FLORIDA SINCE 1941

Monthly Accomplishments Report – May 2017

Chairman's Message

Melinda N. Coonrod

The Commission stayed busy this month beginning with the Senate confirmation of Commissioner Wyant on May 5. Thanks to the combined efforts of Commissioner Wyant's team and our legislative staff, the confirmation process was smooth and seamless. Commissioner Wyant was appointed to the Commission by Governor Scott and the members of the Florida Cabinet on May 10, 2016, to serve a six-year term which extends until June 30, 2022.

The Commission's involvement in public safety organizations and events provides excellent opportunities to both learn from other professionals, as well as share our own best practices. Our partnership with the Florida Council on Crime and Delinquency is a wonderful example. This month, several employees were present at the Chapter II Annual Distinguished Service Awards Dinner to witness Commission staff members Daphne Asbell and Gina Giacomo be recognized for their contributions to criminal justice. Congratulations, team!

Closing out the month, several team members and I traveled to Orlando for the Attorney General's Annual Preventing Crime in the Black Community Conference. The Commission hosted the always popular crime prevention panel session 'The Impact of Crime: The Good, the Bad, and the Ugly' for the fourth consecutive year. Consisting of three successful parolees and the parents of a crime victim, the panel members educated the conference's youth attendees on the long lasting and far reaching consequences of committing a crime.

I invite you to review the remainder of May's report for a complete overview of the Commission's monthly accomplishments.

Sincerely,

Melinda N. Coonrod
Chairman

Division of Operations

The Division of Operations is the largest unit of the Commission and is comprised of four sections: the Revocations Unit, Victims' Services, Office of the Commission Clerk, and Field Services. Twelve field offices are divided among five regional areas across the state with each region staffed by an Administrator who directs the day-to-day activities of the professionals and support staff assigned to offices located within the region.

Operations is responsible for multiple functions in the administration of post-prison supervisory release programs. These supervised release programs include parole, conditional medical release, control release, conditional release, and addiction recovery release supervision. Through its Field Services staff, Operations conducts parole interviews, administrative hearings for alleged violations of supervision, as well as clemency investigations for the Board of Executive Clemency.

Accomplishments: May 2017

Office of the Commission Clerk

The number of cases docketed included: 799

- Parole - 81 (4 granted, 2 denied)
- Conditional Medical - 4 (2 granted, 2 denied, 0 deceased prior to the vote)
- Conditional Release - 616
- Addiction Recovery Supervision - 86

Revocations

- Warrants Issued – 176*
- Cases Reviewed and Prepared for Docket - 166*

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

Victims' Services

- Victims' requests for information on parole, conditional release, and conditional medical cases - 255
- Victims Located - 94
- Status updates to victims on parole, conditional medical, and clemency cases – 406
- Assisted victims who attended parole or clemency hearings - 20

Field Services

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

- Parole Interviews - 71
- Revocation Interviews - 209
- Revocation Hearings - 50
- Total Interviews and Hearings for the Month – 330

REGION	I	II	III	IV	V
COURTESY INTERSTATE COMPACT TASKS	3	4	2	4	4
PENDING CLEMENCY CASES	With Hearing: 313 W/o a Hearing: 8 Total Cases: 321	With Hearing: 596 W/o a Hearing: 39 Total Cases: 635	With Hearing: 669 W/o a Hearing: 47 Total Cases: 716	With Hearing: 1120 W/o a Hearing: 44 Total Cases: 1166	With Hearing: 756 W/o a Hearing: 25 Total Cases: 781

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: May 2017

- FCOR achieved 100% prompt payment compliance.
- Submitted 71 requisitions, 16 security request, 62 purchase request, 116 invoices, 124 inner office requests, 9 work orders, and made 33 deliveries.
- Submitted the Agency Inventory Overview.
- Assisted with the Newsletter.
- Surveyed who had the Secure Mail on their computer.
- Distributed Wellness information statewide.
- DMS HR Professionals Training & Inter-Agency Safety Council meeting and Statewide Travel Management System meeting, and P-card Administrator meeting.
- Hosted Colonial Life site visit, Voya site visit, First Florida Credit Union.
- Submitted the Agency Portfolio Management Plan.
- Safety Meeting.
- FLEET survey.

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: May 2017

During the month of May, the Office of the General Counsel generated thirty-five (35) court filings, including briefs, responses, motions, orders, and notices. The Office of the General Counsel responded to one hundred twenty-six (126) public records requests.

Monthly Accomplishments Report

During the month of May, the Commission received seven (7) positive orders, from state circuit courts, district courts of appeal, and federal courts. These orders are in the nature of reaffirming long-held and long-standing precedent governing some of the more common challenges presented against the Commission, including the denial of a grant of credit for time out on supervision after a supervision revocation, the placement of an offender on conditional release, the Commission's discretionary authority to impose special conditions in a conditional release order, the Commission's denial of a grant for a special interview, the sufficiency of the evidence presented at revocation hearings, and the Commission's decision to aggravate for unsatisfactory institutional conduct and its decision not to mitigate based on particular information set forth by an inmate.

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: May 2017

- Commissioner Wyant was confirmed on May 5 in the Senate.
- Worked on various constituent requests from members' offices.
- Worked on Legislative wrap up report of session impact on the Commission.

Office of Communications

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

Accomplishments: May 2017

- Provided ongoing media relations and internal employee communication efforts.
- Provided media assistance and responded to inquiries regarding cases of significant interest.
- Held planning meeting for June edition of the newsletter.
- Attended the Preventing Crime in the Black Community Conference.
- Participated in the APAI Public Relations Committee teleconference.
- Created and distributed press release regarding Commissioner Wyant's confirmation.
- Drafted messages to staff for May holidays and official observances.

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: May 2017

The main goal of the Office of Executive Clemency is to screen the daily submissions of applications in an expeditious manner in order to notify the applicants early on of their status in the first phase of a two-phase process. Detailed correspondence is provided to the applicants explaining the next steps in the process and advising of any additional information that is needed to move forward. Excellent customer service will continue to be a priority. Our most recent 1-800 line tally of callers we have served from fiscal year July 1, 2016 to March 1, 2017 totals 17,489 and this does not include calls to our posted direct lines. This is why great customer service to our applicants is important to us!

Webpage Statistics

- <https://FCOR.state.fl.us> has received **28,611,677** hits with **1,325,683** searches for Restoration of Civil Rights (RCR) grants.

- **164,248** names were located and **93,041** certificates have been printed.
- Currently **377,532** RCR certificates are available for printing through the 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: May 2017

- Prepared investigations for the upcoming Clemency Board Meeting and conducted quality assurance reviews of With and Without a Hearing investigations completed by field offices.
- Conducted investigations on Restoration of Civil Rights Without a Hearing cases.
- Conducted investigations on Requests for Review for Commutation of Sentence cases.
- Provided assistance and support related to eligibility determinations and clemency investigation procedures to Field Services staff.
- Assisted in responses to public records requests, legislative inquiries, and in other responses for clemency information/data requests.
- Worked on updating clemency investigations manual and templates.
- Scanned historical clemency records and prepared closed files for delivery to the state Storage Records Center.
- Provided customer service to clemency applicants.