

# THE INFORMER

*Winter 2015 Edition*

**HAPPY NEW YEAR!**



## **Scott Norton, Deputy Director for Field Operations**

Happy New Year! As we enter into this year, we pause to give thanks to all of you, the PPP family, for all your accomplishments and efforts in the past year. I am proud of the work we do and the positive ways we affect the lives of our offender population. I am committed to maintaining our pursuit of excellence and keeping true to our mission while connecting with the community.



## **Sonya T. Bookard, Deputy Director for Administration**

I am very optimistic about having another successful year at PPP. Thank you for the dedication you have shown throughout the previous year. I look forward to a year full of new innovations and creative thinking to help us fulfill our mission. One of the advantages of working with the staff at PPP is watching you implement those initiatives and projects that continually move the agency forward. You are challenged to keep the same enthusiasm and momentum in 2015!



## **Robert Mitchell, Deputy Director for Paroles and Pardons**

This is the time of year when we begin to put our plans of action into place. Though we have had many successes and recognize all that we achieved last year, it is imperative that we do not rest on our laurels. I know that 2015 will bring new challenges and new opportunities and we look forward to reaching new benchmarks and milestones. We will continue to keep a watchful eye on policies, procedures, and practices.

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**POTENTIAL, PERFORMANCE, AND PROGRESS**



## THOMAS RECEIVES SCPPA AWARD

Former PPP Director Kela E. Thomas received the Thomas N. Whiteside Distinguished Service Award from the South Carolina Probation and Parole Association at the state's Criminal Justice Training Conference in Myrtle Beach recently. Mrs. Thomas served as director of SCDPPPS 2011-2014. The Thomas N. Whiteside Distinguished Service Award is presented to an active and well deserving SCPPA member. This award is given in memory of Thomas N. "Tommy" Whiteside, a former Deputy Chief U.S. Probation Officer and former president of SCPPA. The recipient is a community corrections professional who has performed assigned duties in an outstanding manner and has made significant contributions to the probation, parole, or community corrections profession at the local, regional, or national level.



Pictured with Kela Thomas are SCPPA Immediate Past President Hardy Paschal (left) and SCPPA President Greg Stewart.

## PPP BASIC GRADUATES—DECEMBER 5, 2014



Congratulations to the following employees who completed the three-week PPP Basic Class on December 5, 2014. Members of the class were: Kenneth Bayard – Greenville; Lindsey Brown – Newberry; Deven Covington – Horry Taylor Des Marais – Greenville; Niesha Ham-McMillian - Williamsburg; Zachary Howell – Greenville; Jared Jones – Spartanburg; Rebecca Keith – Pickens; Brandon Kelly – Darlington; Frank MacRae – Richland; Shakiya Moore – Dorchester; Stevie Simmons – Greenville; Will Speaks – Central; Stephen Washburn – Laurens; Melissa Wiess – York; Lauren Wilder – Spartanburg; Densel Brett Williams – Florence; Joanna Wix - Chester; and Yolanda Wright – Laurens.



## 2014 ANNUAL AWARD WINNERS

### CHAD GAMBRELL



#### SUPERVISOR OF THE YEAR

Laurens County Agent-In-Charge Chad Gambrell received the Supervisor of the Year Award from Regional Director Derek Brown

### JENNIFER BRICE



#### EMPLOYEE OF THE YEAR

Jennifer Brice (left) Community Resource Coordinator, received the Employee of the Year Award. With her are Program Coordinator Crystal Owens and Field Operations Programs Director Rebecca Raybon.

### TARA FUNDERBURK



#### AGENT OF THE YEAR

Tara Funderburk (center), Agent in Marlboro County, was named Agent of the Year. Presenting the award are the Marlboro Agent-In-Charge Monnie English (left) and Regional Director Chris Stepp.

### CARLENE GLENN



#### ADMINISTRATIVE SUPPORT STAFF OF THE YEAR

Human Services Specialist Carlene Glenn (center) is this year's Administrative Support Staff of the Year. She is joined by Kershaw County Agent-In-Charge Laurin Mullins and Regional Director Margarette Parrish.



## 2014 OFFICE OF EXCELLENCE



### HORRY COUNTY

**Agent-In-Charge**  
**Scott Herrington**

#### **Team Leaders**

Christopher Doerr

Rhonda Elliott

Matthew McMillen

**Probation and Parole Agents:** Jeffrey Anderson , Deanna Avignone, Richard Ayer, Rodney Bellamy, Deven Covington, Jacob Freeman, Jolene Hiller, Cynthia Jones, Richard Loskill, Jr., Burton Marlow, Jennifer Sims, Anthony Smith, Travis Youngblood

**Victim Services Coordinator:** Randy Worrell

**Human Services Specialists:** LaToya Blue, Sharon Long, Ashley Bates

#### **Scott Norton Receives First Director's Award**

Deputy Director for Field Operations Scott Norton received the first Director's Award from Director Thomas at the Central Office Holiday Celebration. Thomas presented the award to Norton for: "Over 30 years of dedication to PPP. Scott is committed to our Agency and must be credited for being a significant force behind moving PPP toward an EBP culture. Scott works in an unselfish manner always putting Public Service and Public Safety first!"



#### **Making a Difference Award**

Strategic Development and Information Technology Director Quincy Williams received the award for his Good Samaritan act of assisting a stranded motorist. This process took several hours. Quincy also "makes a difference" by being very involved in his community. He often volunteers at his church and is committed to helping those in need.



**POTENTIAL, PERFORMANCE, AND PROGRESS**



## REGION THREE HIGHLIGHTS



**Regional Director  
Chris Stepp**

### Berkeley County



Berkeley County is the largest county in the state when both land and water are counted and it is the home of the

Berkeley County Probation Office. It is one of the Department's large county office under the leadership of Agent-In-Charge David Fashion. The Office staff includes three Human Services Specialist, nine Agents, and two Team Leaders. "Partnerships are a valued asset to the Department" stated Fashion.

They recently entered into a partnership with Trident United Way, which will provide the following services to our Offenders: financial guidance, home assistance, literacy, GED program, tax preparation, and Medicaid and SNAP assistance. The amazing thing about these partnerships is that they are free to offenders and all referrals are welcomed. This is resource for a successful supervision plan. Preparing offenders for personal success is just as important as preparing them for the workforce. This holistic approach will bring

added success to the offender's household.

The Berkeley Office has a community outreach program that continues to help a family in need by providing non-perishable items and a turkey for Thanksgiving, and donating a complete dinner from a local restaurant for a family at Christmas.

In addition, the Office hosted a financial awareness program that was presented by a local bank counselor to seven offenders. The presentation went well and the offenders appreciated the information.

To better the needs of offenders, they implemented a rewards program for reporting by allowing them to select their specific time. This has helped to alleviate miss reporting.

Other community partners include South Carolina Department of Vocational Rehabilitation, South Carolina Department of Mental Health, the Berkeley County Sheriff's Office, Positive Feedback (drug/alcohol counseling), and The Kennedy Center (drug rehabilitation). Each year they are several presentations to high and middle schools. In this business, we have to collaborate to better serve the community and those we supervise.



### Marlboro County

The Marlboro County office is located in the historic Pee Dee region of the state. A rural community with

rich traditions, is under the leadership of Agent-In-Charge Monnie English. She decided that to be in compliance with Sentencing Reform to reduce recidivism, they have to make an impact on drug usage. She stated, "Almost all of our

offenders were under the influence of drug or alcohol at the time of their crime and continue using while on probation". To assist with this problem, they turned to using Drug Court, which ended up being an alternative to prison. At the same time, the trained professionals were able to make an impact on the life of the offenders. This by design reduces recidivism.

The 18-month program has been one of the leading referral agencies and the most successful. In the beginning, the goal was to help sentencing reform be successful. Our statistics show that we have done a great job at implementing alternatives to incarceration. We are making a difference!

In addition, they have developed a relationship with Preferred Care, an agency new to the area that specializes in substance abuse counseling and anger management. Their services thus far have been free to offenders. They assist with securing Department of Social Services benefits, disability and Medicaid assistance when applicable. The Office has enhanced relationships with the South Carolina Department of Vocational Rehabilitation and Trinity Behavioral Care to further benefit offenders with employability, vocational training and counseling. As we grow in this area, Partnerships will Provide Possibilities.

**Regional Director Chris Stepp provides oversight for the following counties:**

BERKELEY	GEORGETOWN
CHARLESTON	HORRY
DARLINTON	MARION
DILLON	MARLBORO
DORCHESTER	WILLIAMSBURG
FLORENCE	



## REGION TWO HIGHLIGHTS



**Regional Director  
Schwann Hopkins**

### Allendale County



The Allendale County Probation Office is one of PPP's small field offices located in the lower

part of the state between Hampton and Barnwell Counties. Allendale, an agricultural rural county is plagued with limited community resources. Many people within the county are faced with unemployment, lack of sustaining income and transportation problems. This is an ongoing challenge for Agent-In-Charge Willie Lemon and staff to locate needed resources. Nevertheless, they have established several partnerships to meet the demands of those they supervise. One principal partnership initiated is that with Christ Central Ministries. The Ministries own and operate a thrift store. The funds that are generated from the store help to support and sustain various programs such as, Substance Abuse Recovery, Men's Shelter, Food Distribution and Clothing Distribution in the Allendale area.

The Allendale Probation Office collects and donates clothing, food and miscellaneous house-whole items to the store. The funds from the thrift store have been a welcome

supplement to the organization's ongoing operating costs.

Upon completing the recovery program at the Ministries, one offender continued to reside at the shelter while enrolled in a local welding program. After completing the welding program, the offender was able to secure employment making \$16 per hour. This is a success story that gives hope to our offenders.

Agent-In-Charge Lemon met with the Program Coordinator for Adult Education to establish a partnership to get offenders into SNAP2Work, a program that provides recipients with resources for services such as: Job Search Training, GED/High School Diploma assistance and Work-keys Certification. This program will help with the offender's educational and vocational needs to curtail being under educated and increase employability.

Other partners include: Vocational Rehabilitation, Allendale County Mental Health, The New Life Center (substance abuse counseling), Christ Central Ministries, and Allendale County Adult Education.

### Jasper County



Ridgeland is the county seat and where the Jasper County office is located. Jasper County is the southernmost low country area in the state. With no public transportation

available, getting to the office was problematic for offenders. In an effort to assist offenders, Agent-In-Charge David Hotchkiss supported opening a satellite office was in Hardeeville. The town of Hardeeville is located approximately 17 miles south and is where 20 percent of

offenders reside. Agent Gregory Whittaker has the Hardeeville geographic area with assistance from other Agents. On the first Saturday of each month, 8:30 a.m. - 11:30 a.m. offenders can report. This eliminates missing hours from work and jeopardizing them losing their jobs. Since initiating Saturday reporting, violations that included *Failure to Report* have dropped significantly. The offenders understand that it is their responsibility to report to the office; so this extra reporting time allows them to meet that condition of supervision. Evidence-based practices have proven that meeting the offenders with creative options makes for greater success in completion of supervision.

The Jasper County Office relies on partnerships with system partners and non-profits to assist with meeting offender needs. The South Carolina Vocational Rehabilitation (SCVR) counselors come to the county office the first Thursday of every month. This is a win-win situation as the main office is located in Beaufort (an adjoining county). This on-site referral process has worked well for the offenders and counselors to schedule treatment or services.

Another service project currently being pursued is a middle/high school mentoring program, focusing on teens who are interested in working in the field of law enforcement. They will learn about all facets of law enforcement to include a career with PPP.

**Regional Director Schwann Hopkins provides oversight for the following counties::**

ALLENDALE	COLLETON
BAMBERG	HAMPTON
BARNWELL	JASPER
BEAUFORT	LEE
CALHOUN	ORANGEBURG
CLARENDON	SUMTER

**POTENTIAL, PERFORMANCE, AND PROGRESS**



## THE NEW MENTAL HEALTH SERVICES SECTION

by Peter A. O'Boyle, Director of Public Information

The SCDPPPS Mental Health Services Section originated in April 2014 with Hardy Paschal as its director. This section is committed to providing and maintaining the wellbeing of all offenders as well as providing high quality monitoring of our Not Guilty By Reason of Insanity (NGRI) cases to ensure the safety for all citizens of South Carolina. SCDPPPS Mental Health Services is also committed to the development and implementation of evidence-based monitoring/supervising strategies for specialized client's populations.

### PURPOSE

The purpose of the Mental Health section is to oversee Not Guilty By Reason of Insanity (NGRI) caseload management; participate in Mental Health Courts as alternate means of offender incarceration; serves as the SCDPPPS liaison to the South Carolina Department of Mental Health; research and develop mental health training/information for staff; and review evidence – based supervision strategies.

### GOALS

- Enhance the monitoring of our Not Guilty By Reason of Insanity (NGRI) population
- Manage offenders with mental illness
- Offender treatment participation and medication compliance
- Re-arrest and recidivism reduction



SCDPPPS is fortunate to work with several key partnering agencies, including the South Carolina Department of Mental Health, the South Carolina Department of Corrections Behavioral Health and Substance Abuse Services and the National Alliance of Mental Illness (NAMI).

## INFORMATION SECURITY INITIATIVE

by Christie Baird, Director of RMS & Quincy Williams, Director of SD&IT

Many times, information security issues do not become obvious until a security breach occurs. Security breaches have become common in the past few years and government agencies in South Carolina are no exception. All state agencies were recently mandated by the State Legislature to implement an Information Security Program, based on recommendations from Deloitte & Touche, a consulting firm. Our Strategic Development and Information Technology section (SD&IT) has been very busy working on a variety of projects, including the Information Security Initiative, headed by the South Carolina State Division of Information Security (DIS). DIS was created by the South Carolina General Assembly as part of the 2013 - 2014 General Appropriations Act, and is an operating unit under the SC Budget and Control Board's Division of Technology.

DIS is responsible for numerous statewide policies, standards, programs and services relating to cybersecurity, including the statewide coordination of critical infrastructure information. Sections of the DIS include:

- Enterprise Technologies
- Governance and Finance
- Health and Human Services
- Policy, Compliance, Awareness and Operations
- Program Management, Professional Development and Education

There is much work ahead in 2015 to meet the goal of full compliance with the thirteen mandated DIS policies. Though most sections of the SCDPPPS have completed numerous gap analyses to assess what improvements are needed and revised policies and procedures, standard operating procedures (SOP's) are needed to comply with the policies. SDIT will assemble teams to accomplish this task at the beginning of 2015. Teams will meet periodically throughout the year to work on policy and procedure, SOP's, training manuals and guidelines.

Recently, a new Proviso 117.131 was issued at the request of the Senate Finance Committee because of numerous financial requests by state government agencies for Disaster Recovery expenditures. The state has procured two vendors to create a report of recommendations and an estimate of costs for implementation of a Statewide Disaster Recovery Plan to be submitted to the Governor, the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee by March 1, 2015. Finally, staff must be trained before the Information Security Program is fully implemented. Since the policies, SOP's and guidelines are expected to be completed by the end of 2015, training will follow in early 2016 to meet the July 1, 2016, program implementation deadline.



# MORRISSEY AND GAGNON

## Two Old Cases Inspiring New Changes in Administrative Hearings

By Matthew Buchanan, Chief Legal Counsel

In 1972 and 1973, the U.S. Supreme Court issued two decisions that have ever since impacted the world of offender supervision. For the next four decades, these cases have defined how individuals on parole and probation face violations and how the supervising agencies across the country bring allegations of violations to court.

The two cases are Morrissey v. Brewer, 408 U.S. 471 (1972) and Gagnon v. Scarpelli, 411 U.S. 778 (1973).

Morrissey held that a parolee has a constitutionally protected liberty interest under the Fourteenth Amendment, and therefore is entitled to a minimum of due process in parole revocation procedures. A year later, Gagnon applied that same reasoning to probationers.<sup>1</sup>

The Supreme Court concluded that after an arrest for an alleged violation, due process requires that the offender receive both a preliminary hearing before a neutral officer and a final hearing in front of the revoking authority (either the court or the parole board). Rather than demanding a strict process that all states must follow, the Court outlined minimum due process requirements that must be fulfilled by whatever process each state develops.

The minimum due process required is: "(a) written notice of the claimed violations of parole [or probation]; (b) disclosure to the parolee of evidence against him; (c) opportunity to be heard in person and to present witnesses and documentary evidence; (d) the right to confront and cross-examine adverse witnesses (unless the hearing officer specifically finds good cause for not allowing confrontation); (e) a 'neutral and detached' hearing body such as a traditional parole board, members of which need not be judicial officers or lawyers; and (f) a written statement by the factfinders as to the evidence relied on and reasons for revoking parole [or probation]." Morrissey at 489.

The Department's administrative hearing process, as outlined in Policy 707, effectively addresses the due process requirements mandated by Morrissey and Gagnon by filling the role of the preliminary hearing. Morrissey stated the purpose of the preliminary hearing is to determine whether there is probable cause to believe there has been a violation, while also giving the offender a chance to appear, speak on his or her behalf, and to question the agent before the hearing officer. Morrissey also stated the hearing officer's duties are to summarize the findings based on the evidence presented

and determine if there is probable cause that a violation occurred.

Mindful of the due process rights of our offenders, the

Department's most recent amendments to Policy 707 refined Administrative Hearings to make sure that the requirements of Morrissey and Gagnon are met. The types of cases that may go to final hearings without an administrative hearing have been reduced, and generally only reserved for those in which court hearings are statutorily required (such as cases where restitution is six months or more in arrears), or in which other steps are taken that are an equivalent to an administrative hearing (such as absconded cases).

The Department has been fortunate that no offender has successfully challenged a revocation of supervision based on the holdings in Morrissey and Gagnon during the years after the decisions but before the development of the administrative hearing section. However, just because no one has, doesn't mean that no one will try in the future.

Through the routine use of administrative hearings, the Department is in a good position to withstand any due process challenges to revocations. Administrative hearings perform a powerful function in today's modern, evidence-based supervision. The General Assembly has recognized this and enacted legislation and regulations that expand the authority of the hearing officers in its efforts to reform sentencing practices in South Carolina. But it is important to remember that administrative hearings also function to protect the offenders' due process rights and will allow the Department to successfully defend any challenges to a revocation of supervision based on two Supreme Court cases over 40 years old.

<sup>1</sup>Community Supervision was created in 1996 and is a hybrid supervision that contains elements of both parole and probation, but the release happens automatically by operation of statute. No court decision has addressed the question if CSP violations also fall under the requirements of Morrissey and Gagnon, but most likely a court would rule that CSP is similar enough to probation and parole that it would apply.





## WASH AWAY THE 5 MOST COMMON HAND WASHING MYTHS

Think you know how to wash your hands? Think again. A 2013 study in the Journal of Environmental Health showed that only 5% of people properly wash their hands on a daily basis. Cintas Corporation and Henry the Hand Foundation have teamed up to dispel the 5 most common hand washing myths. Keeping hands clean is one of the most important ways to avoid getting sick and spreading germs. Researchers at the NIH found that people touch their faces on average 3.6 times per hour. So hand washing is the answer.

1. It doesn't matter how long I wash my hands as long as I use soap – **FALSE**: The next time you're in the restroom and washing your hands, think of the chorus of your favorite song. Studies show that you should scrub your hands with soap for a minimum of 15-30 seconds in order to effectively remove germs.
2. Hand sanitizers can replace washing your hands with soap and water – **FALSE**: Washing hands with soap and water is the best and most effective way to reduce the number of microbes and germs on hands. Although alcohol-based (at least 60%) hand sanitizers can quickly reduce the number of germs on hands in some situations, they are not as effective as soap and water when it comes to removing and inactivating dangerous gastrointestinal illness-causing germs.
3. The hotter the water you use for hand washing, the better – **FALSE**: Studies show that water temperature does not affect germ removal. In fact, there is no research to prove that higher temperatures improve hand washing at all. Hotter water can also dry out skin, which leaves your skin more susceptible to germs and can make hand washing painful. It is best to wash your hands with the temperature that you find comfortable.
4. You don't have to dry your hands after washing them – **FALSE**: Studies show that germs can be more easily transferred to and from wet hands, which is why drying hands is essential to staving off bacteria after hand washing.
5. Hand dryers are more hygienic than paper towels – **FALSE**: Researchers found that paper towels are superior to air dryers and can help remove bacteria, unlike air dryers, which can increase bacteria counts. Because air dryers have been shown to spread bacteria between 3 and 6 feet from the device, paper towels are also far less likely to contaminate other restroom users.



Source: "Healthy Life Letter," American Institute for Preventive Medicine, December, 2014

## WELCOME TO THE PPP FAMILY NEW HIRES

September 3, 2014 — December 2, 2014

Kenneth Bayard – Greenville County  
Patrick Bryant – Columbia Center  
Tammy Burns – Spartanburg County  
Darlene Davis – Spartanburg County  
Adam Fogle – SD&IT  
Jokira Grissett – Charleston County  
Niesha Ham-McMillan – Williamsburg County

Zachary Howell – Greenville County  
Mercedes Johnson – Fiscal Management  
Jared Jones – Spartanburg County  
Nadia Kichukov – Records Management Services  
Shakiya Moore – Dorchester County  
Carrie Murphy - FIOS  
Thomas Nicholson – Legal Services  
Nathan Redmond – Charleston County  
Stevie Simmons – Greenville County  
Jessica Sumpter -IIDP  
Lucas Tollison – Greenville County  
Betty Wallace – Florence County  
Melissa Wiese – York County  
Lauren Wilder – Spartanburg County  
Joanna Wix – Chester County

## THEY DESERVE OUR APPLAUSE! PROMOTIONS

September 3, 2014 — December 2, 2014

Ashley Burch, Parole Examiner  
Amanda Donald, AIC - Pickens  
Rhonda Elliott, AIC - Marion  
Laura Krautler, Parole Examiner

Krystal White-Williams, Team Leader - Richland

POTENTIAL, PERFORMANCE, AND PROGRESS



## ALSTON WILKES PRESENTS MARK HART AWARD



The Alston Wilkes Society presented the Mark Hart Probation & Parole Agent of the Year Award to Marlboro County Agent Tara Funderburk at its annual Criminal Justice Awards luncheon recently. Mark Hart was an Agent in the Spartanburg County office who died of cancer and the award was named in his honor. Agent Funderburk was also named PPP's Agent of the Year recently. (From left: Marlboro Agent-in-Charge Margaret English, Funderburk, and Assistant Deputy Director Clift Howle.)

## MEET OUR NEW STAFF ATTORNEY

Submitted by Thomas Nicholson, &  
Kay N. Hutson, Paroles and Pardons

Thomas Nicholson, SCDPPPS's newest staff attorney is a native South Carolinian. Thomas recently returned to the State after practicing law in Georgia. He was raised in Edgefield County, and graduated from Strom Thurmond High School. Mr. Nicholson then attended



Davidson College in North Carolina. Thereafter he was variously employed in North Carolina, Washington, D.C. and New York City. He relocated to Atlanta, Georgia where he attended Georgia State Law School. In Atlanta he started a civil law practice, focusing at first on criminal law but later expanding into business-related law. Thomas He always intended to return to South Carolina where he has many relations. Thomas saw the opportunity to work for SCDPPPS and is now a member of the legal team. He is responsible for representing the agency in Ignition Interlock matters. Thomas says he is happy to be back in his native State.

## SCHOOL SUPPLY DRIVE IS GREAT SUCCESS

by Demond Davis, Parole Examiner



The Richland County Office held its *School Supply & Belts for Boys Drive* in the fall. This was the second year for the event with plans to make it an annual project for the Office. Staff was asked to donate school supply items such as paper, tablets, pens, pencils, crayons, book bags, markers, glue and other items, including monetary donations. This year, Central Office staff also participated in the drive. We collected a total of four boxes of school supplies and belts for the boys. Agent Quincy Adams, Parole Examiner Demond Davis and former Victim Services Specialist Jackie Smith delivered the items to

Burton Pack Elementary School in Columbia. Principal Sims welcomed us with much appreciation for all of the donated items. She also led us to several classrooms, allowing us to meet some of the students who would receive the donations. In turn, the students were able to see another side of law enforcement. In addition to protecting the community, we are individuals who are willing to give and assist them with reaching their academic goals.

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## FALL TRAINING CONFERENCE: BUILDING LEADERS

By Shaunita Grase, Director of Evidence-Based Practices

The 2014 South Carolina Criminal Justice Training Conference sponsored by the South Carolina Probation and Parole Association (SCPPA), the South Carolina Law Enforcement Officers Association (SCLEOA) and the South Carolina Correctional Association (SCCA) convened on November 11<sup>th</sup>-14<sup>th</sup> in Myrtle Beach, South Carolina with over 400 registered attendees.

The theme of this year's conference was "*Protecting our Future: Building Leaders for Today and Tomorrow*"; it featured motivational keynote speakers, various break-out workshops about leadership and current trends related to criminal justice practices and networking opportunities for professionals representing various state, federal and local agencies. Several staff from the Department facilitated workshops on organizational change, employment law, the ignition interlock device program, and transgender and gender variant populations in the justice system. Other Department staff participated in various committees to assist with the planning and preparation for this training event.

In addition to training and networking opportunities,

SCPPA presented several awards to commemorate each recipients' support of the association as well as recognize their contributions to the field of community corrections. The 2014 SCPPA award recipients included: Kela E. Thomas, former director of the South Carolina Department of Probation, Parole and Pardon Services-*Thomas N. Whiteside Distinguished Service Award*; Jim Batson (pictured here on the left), South Carolina Department of Probation, Parole and Pardon Services Volunteer-*Linda J. Allen Community Service Award*; Deputy Chief of US Probation Quincy Avinger-*Grady A. Wallace Excellence Award*; and US Probation Jan Pankake was presented the *SCPPA Distinguished Administrative Support Staff*.



The 2015 South Carolina Criminal Justice Training Conference will be held November 15<sup>th</sup>-18<sup>th</sup> in Myrtle Beach, SC-**SAVE THE DATE!**

## HUMAN SERVICES SPECIALIST TRAINING CONFERENCE

By Katherine Boyd, Staff Trainer

The 3<sup>rd</sup> annual HSS Training Conference, titled "*Hats Off to Administrative Professionals*", was held on Wednesday, October 22<sup>nd</sup> at the Bill Rogers Community Connections Center at the Department of Juvenile Justice. The title was chosen to reflect appreciation for all the hard work performed by the HSS staff.

Training topics included a Cashier Training Forum, Phone Etiquette, Legislative Updates, Evidence-Based Practices, Ignition Interlock Device Program, Cyber-Security, and Budgeting. There were nearly 140 people in attendance and over 100 door prizes that were given away. Vendors were also on-site to sell their goods during the breaks.

The conference planning committee included Katherine Boyd and Baker of Training Compliance and Professional Development, Kim Phillips of Field Operations, Cathy Foust of GPS Programs, and Human

Services Specialist Field Training Coordinators Billie Lundy, Debbie Dickerson, Summer Barnett, Beulah Vernon, and Daniela McMillan.

Special thanks to volunteers Executive Administrative Assistants Loretta Goodwin (Director's Office), Larissa Chess (Administration), and Dawn Nichols (Parole and Pardons), Procurement Manager James Davis, Director of Training Compliance and Professional Development Melissa Ray and program participants: Training Coordinator Katrina Charles, Regional Director Derek

Brown, Director of SD&IT Quincy Williams, Director of Internal Audits Lisa Hawkins, Assistant Deputy Director for Administration Cheryl Thompson, Director of External Affairs Debbie Parker, Director of



**HSS Conference Planning Committee and Volunteers**

Mental Health Hardy Paschal, Director of Evidenced Based Practices Shaunita Grase, Assistant Deputy Director for Field Operations Clift Howle, Network Security Manager Marshall Hollis, South Carolina Chapter of the National Association of Blacks in Criminal Justice President Deloris Glymph, and Prudential Financial Services Representative Rosalyn Glenn.

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## CJA GRADUATION OCTOBER 10, 2014



CONGRATULATIONS TO  
CHRISTIAN AULBACH - CHARLESTON  
ALEECE COOK - DORCHESTER  
CLIFFORD KING - ANDERSON  
KIUNTA HOLMES - GREENVILLE  
AUSTIN FOWLER - BERKELEY  
ELYCE FIELDS - DORCHESTER

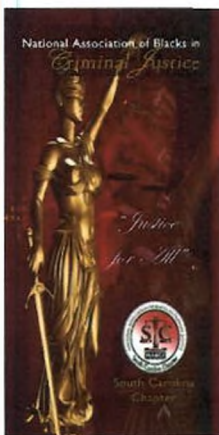
## CJA GRADUATION NOVEMBER 21, 2014



CONGRATULATIONS TO  
JAMES A. MARTIN-GREENVILLE  
MATTHEW B. JOHNSON-DORCHESTER

## AIKEN DELEGATION VISITS

The Aiken County Legislative Delegation visited the Aiken office in October. They received a briefing on current legislative and budget issues and toured the office and met the staff. Pictured in the back row, left to right are Senator Shane Massey, Representatives Bill Clyburn and Bill Taylor. In the front row, left to right are Representative Don Wells, Aiken Agent-in-Charge Marie Boulton, Senator Tom Young and Deputy Director for Administration Sonya Bookard.



## SC-NABCI CONFERENCE HIGHLIGHTS

The South Carolina Chapter of the National Association of Blacks in Criminal Justice held its 21<sup>st</sup> Annual Training Conference on December 5, 2014 at the Brookland Banquet & Conference Center in West Columbia. With the theme of "Remembering the Past, Leading the Future", presenters focused on becoming your best "professional self," community service in criminal justice, our role in offender reentry and reintegration, understanding mental illness, and the dangers and growing popularity of one-pot methamphetamine labs. Of particular interest was the presentation of the awards luncheon speaker who shared his story as a survivor of the terrorist attacks of September 11, 2001.

SC-NABCI believes that our continued efforts to network and stay engaged with those initiatives that positively affect our communities is essential to the growth and support of our profession. Congratulations to Deputy Director of Administration Sonya Bookard, this year's Conference Chair, on a job well done!

POTENTIAL, PERFORMANCE, AND PROGRESS





## LEGAL EAGLE FOCUS

By Kay N. Hutson, Chief Administrative Hearings Officer

During November, all SCDPPPS Hearing Officers attended the National Association of Hearing Officials' (NAHO) annual conference. The theme of the Conference was The Charm of Charleston "Where History Lives". Administrative Hearings from Beginning to End.

SCDPPPS Hearing Officers had an opportunity to provide the participants with a dose of "Southern Hospitality" by assisting with conference logistics and providing representatives from thirty-three states historical and informative facts about Charleston. The National Association of Hearing Officials is a professional nonprofit organization formed in 1986 and is the only national professional organization for administrative hearing officials which offer a certification program. The NAHO certification program is dedicated to developing uniform standards of excellence and professionalism for hearing officers and administrative law judges across the county. Course requirements for certification ensure that individuals have a sound background in administrative

law and hearing procedures. This is the second year in a three year process for all SCDPPPS Hearing Officers to obtain National Certification.

During the four day conference, each Hearing Officer earned sixteen CLE credits. Fifty four credits are needed to obtain the National Certification. The course content is specific to the skills of Hearing Officials. The Honorable Paul M. Burch, South Carolina Circuit Court Judge in the Fourth Judicial Circuit opened the conference with an informative and thought provoking session on prevention and preparation of hearing room violence. Instructors from the National Judicial College, Pepperdine University School of Law and many other nationally recognized instructors provided instruction on Evidence, History and Development of Administrative Law, Due Process, Ethics and Bench Skills. As a result of changes to SCDPPPS Policy 707, administrative hearings are on the increase. The Hearing Section is ready to apply the knowledge gained from this conference and provide neutral and impartial hearings for SCDPPPS.

## RADIO COMMUNICATION AND COLLABORATION

By Randy Bumgarner, Director of Special Operations

A little over fifteen (15) years ago, the Department purchased its first 800 MHz radios for internal use. At the time, all programming and repairs were completed by Motorola. In 1999 the Office of Safety, Enforcement, and Professional Responsibility (OSEPR) was created (the precursor to the Division of Special Operations) and the oversight of the Department's 800 MHz radio communications program was assigned to OSEPR. Special Operations Agents Danny Drafts and Doug Fordham volunteered to take on that responsibility. They had no prior knowledge or experience with 800 MHz radios nor the Palmetto 800 Communications System. With initial assistance from Motorola, Agents Drafts and Fordham have developed into experts regarding our communications program.

Since the program's inception,

Agents Drafts and Fordham have assisted with the procurement of additional radios. The original 25 that were purchased has now grown to more than 300 radios. Agents Drafts and Fordham have made numerous updates and improvements to our radios and system. For example, all of our radios are now P-25 compliant (digital), expanded our talk groups to include local jurisdictions from every county, expanded our communications interoperability with our state Law Enforcement partners, and created a specific talk group in every radio for emergency operation. Over the years, their efforts have saved the Department thousands of dollars in programming and updating costs by being able to perform these critical functions.

In addition, Agent Drafts was nominated and selected to serve on

the Motorola Users Group which is a group of specially selected individuals that makes decision regarding the Palmetto 800 system to include system expansion, the granting of additional users and talk groups to the system, upgrading the system and interoperability, approving Motorola contracts. The past few years Agents Drafts and Fordham's assistance has been requested by South Carolina Law Enforcement Division (SLED) and South Carolina Department of Public Safety (SCDPS) to assist with the programming and updating of their radios and are now members of the Palmetto 800 Strike Force which travels the state assisting Motorola with the programming and updating of radios for other state and local law enforcement and emergency response agencies. We welcome any opportunity to assist our fellow officers.

POTENTIAL, PERFORMANCE, AND PROGRESS





## CODE

Connecting to Our Deployed Employees

Stephen Gunnells is still away on duty serving out county. Let's send him a message of thanks for his sacrifice. You can reach him at:

[stephen.c.gunnells.mil@mail.mil](mailto:stephen.c.gunnells.mil@mail.mil)

Wishing him a Happy New Year from across the miles!

## SAVE THESE DATES IN 2015



Be sure to save the dates of these upcoming events.

**American Probation and Parole Association  
2015 Winter Training Institute  
January 11<sup>th</sup>-14<sup>th</sup> ~ Tampa, FL**

**Central Office Blood Drive  
9:30 am—2:30 pm  
January 12<sup>th</sup> ~ Columbia, SC**

**SCDPPPS Leadership Meeting  
9:30 am—12:00 pm  
February 10<sup>th</sup> ~ Columbia, SC**

**SCDPPPS Speakers Bureau  
March 23<sup>rd</sup> ~ Columbia, SC**

## PPP Book Nook

*True Professionalism: The Courage to Care About People,  
Your Clients, and Your Career*  
David Maister

In this candid treasury of practical wisdom, Maister expounds some eternal truths about the individual professional, the firm, and the client. He explains how to achieve true professionalism at both the micro and macro levels by answering many key but tough questions. What is true professionalism? Essentially, Maister argues, it is a personal commitment to self-betterment and a professional dedication to provide the best and most efficient service to clients. In clear, pragmatic terms, he convincingly advocates the "power of principles" -- the most effective tools management can use to inspire excellence in individual performance. His core principles spring from good, sound logic: Believe passionately in what you do, never compromise your standards and values, and care about your clients. Do all of these because they are the ethical things to do and because they are the primary road to commercial success.

Source: <http://books.google.com/books>

*THE INFORMER* is a quarterly publication of the South Carolina Department of Probation, Parole and Pardon Services. Articles may be reprinted without permission, however proper credit is requested. *THE INFORMER* solicits photographs and articles from SCDPPPS staff. These along with any inquiries or comments should be directed by e-mail to Informer Editor, Jodi Gallman at [jodi.gallman@ppp.sc.gov](mailto:jodi.gallman@ppp.sc.gov)

**The Honorable Nikki Haley**  
*Governor*

**Scott C. Norton**  
*Acting Director*

**Jodi Gallman**  
*Newsletter Editor*

**Arnise N. Moultrie**  
*Newsletter Designer*

### AGENCY MISSION

To **prepare** offenders under our supervision toward becoming productive members of the community;

to **provide** assistance to the victims of crimes, the courts and the Parole Board; and

to **protect** public trust and safety.

**POTENTIAL, PERFORMANCE, AND PROGRESS**



# THE INFORMER

*January-March 2017*

## MESSAGE FROM THE DIRECTOR



Well, it has been two years since I became the Director of this phenomenal agency. We have been able to make great strides in supervision strategies, employee retention, promotional opportunities, reallocating resources, and in rebuilding the image of this agency. No longer are we the last included in law enforcement responsibilities. We have rekindled and established new partnerships that have catapulted your hard work to be recognized nationally, while locally expanding our network of service and treatment providers for offenders.

Our organizational realignments have provided the latitude necessary for employee investment, innovative ideas, and strategic enhancements to our processes and practices. The services you provide to the citizens of South Carolina are delivered with skill, dedications, and professionalism. I am very proud of the work we have done as a team to support the needs of our offenders, assisted our citizens in need, and balanced our duties without compromising public safety. Our proud moments are shared internally and externally.

Internally, we have conducted a self-assessment that required us to make a paradigm shift in our agency's philosophy, organizational culture and programmatic thrusts. We have changed the way that we conduct our business and therefore, we were recognized nationally for our efforts in diverting over 1,500 individuals to prison through Sentencing Reform.

Externally, we were an integral part in the rebuilding of our communities devastated by Hurricane Matthew, conducting pardon workshops to improve our offenders' chances of employability and provided valuable assistance to victims of crime.

My vision for this agency is twofold: first to cultivate a work atmosphere where potential, performance and progress are the norm and not the exception. Through demonstrated efforts of transparency, accountability and enhanced communication, PPP is a great place to work!

Secondly, to be nationally recognized as the first probation and parole agency in the country accredited by the standards of the Commission on Accreditation for Law Enforcement Agencies. As the third largest law enforcement agency in the state, the work that we do necessitates that we are credentialed as the professionals in the criminal justice arena. To become accredited is no small feat!

As a member of the PPP staff, your input is valuable to the growth and success of designated projects and initiatives. Your creativity will guide our path for the coming years with a legacy that will sustain as we hold fast to our motto: ***Prepare, Provide Protect.***

Finally, I will be coming to your regions to update you on the "State of PPP." See you all then!

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***"Culture: That which has been planted has been allowed to grow."***



## PPP EXECUTIVE MANAGEMENT TEAM



**JODI D. GALLMAN**  
**CHIEF DEPUTY DIRECTOR**

The Chief Deputy Director serves as senior advisor to the Director. In this role, Jodi Gallman is responsible for strategic planning, cultivating community partnerships, and ensuring that Agency resources are most effectively and efficiently utilized. She has ancillary oversight for daily operations, executive reports, and business practices. Mrs. Gallman also supervises the Deputy Director for Field Operations, Deputy Director for Legal Services and Policy Management, the Associate Director for Fiscal Services (Affairs), the Director of Victim Services, and the Risk Management Manager.

**Divisional Goals:** The Office of the Chief Deputy Director will focus on mission driven strategies to create cultural competence; initiate a modality to track and monitor completion of projects according to deadlines; and monitor the progress of identified projects to meet goals and achieve noted benchmarks.



**MICHAEL D. NICHOLS**  
**DEPUTY DIRECTOR FOR FIELD OPERATIONS**

The Division of Field Operations supervises offenders under the Department's jurisdiction through staff in all 46 counties. As Deputy Director, Mike Nichols oversees the daily operations of the Division to include the direct supervision of the Assistant Deputy Director, Regional Directors, the Senior Research and Evaluation Analyst, and the Director of Special Operations.

**Divisional Goals:** This Division will establish policies and procedures that will ensure DARR numbers that meet the Department's objectives and satisfy Sentence Reform statutes; continue efforts to achieve a one to one ratio of vehicles to agents; develop a performance pay plan for the Department by July 2017; develop a statewide plan for specialized supervision of DV offenders; and fully develop a centralized hiring process for Field Operations.



**ROBERT W. MITCHELL**  
**DEPUTY DIRECTOR FOR LEGAL SERVICES AND POLICY  
 MANAGEMENT**

The Division of Legal Services and Policy Management addresses all legal matters, interprets policies, advises management on issues having legal implications to the Department. As Deputy Director, Robert Mitchell manages the Office of General Counsel, Office of Administrative Hearings, Office of Parole Board Support Services, Office of Parole Examination, Office of Accreditation Management, and the Office of Rehabilitative Services.

**Divisional Goals:** This Division will make every effort to complete the agency self-assessment process toward CALEA accreditation; increase treatment, education, and employment resources for offenders; and to provide quality improvement training to our parole investigation and examination staff.

*"Culture: That which has been planted has been allowed to grow."*



## PPP EXECUTIVE MANAGEMENT TEAM



### PATRICE BOYD McADAMS ASSOCIATE DEPUTY DIRECTOR FOR INFORMATION SERVICES

The Division of Information Services is comprised of Human Resources, Training Compliance and Professional Development, Records Management Services, and Strategic Development and Information Technology.

**Divisional Goals:** To provide the best services to Agency employees, stakeholders, the citizens of the state and all of our customers; and work toward increasing our daily productivity by becoming more efficient in our areas of operation. Accordingly, this Division will design, implement and manage secure information systems, provide the custodianship and distribution of Agency and employee information, enrich employee development and, advance the agency in delivering value through its employees.



### VIRGINIA J. CAMP ASSOCIATE DEPUTY DIRECTOR FOR FISCAL SERVICES

The Division of Fiscal Services includes the Budget Office, Grants Management, Fiscal Management, and Procurement.

**Divisional Goals:** Utilizing the highest standards possible, the goal of Fiscal Services is to ensure financial integrity is maintained throughout the organization. Toward this end, our office works to maintain accurate financial records, promote innovation, enhance transparency and ensure financial resources are managed and accounted for in an effective manner.



### DEBORAH D. PARKER DIRECTOR OF EXTERNAL AFFAIRS

The Office of External Affairs includes Legislative Affairs, Public Information, Community Affairs, and Executive Programs.

**Section Goals:** This Office will educate the Legislature and media regarding the Department's needs in order to lay the foundation for passage of the Agency budget request. The Office also aims to initiate new, innovative and user-friendly communication methods to foster the timely dissemination of information to Agency staff.

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## PPP ASSISTANT DEPUTY DIRECTORS



CLIFTON J. HOWLE

### ASST. DEPUTY DIRECTOR FOR FIELD OPERATIONS

As Assistant Deputy Director for Field Operations, Clift Howle has direct oversight of Sex Offender Management, GPS Operations, and Interstate Compact, as well as the Ignition Interlock Device Program, Volunteer/Intern & Recruitment Services and the Field Operations HR Liaison.

**Section Goals:** Continue to recruit, hire and retain the best Probation and Parole Agents in the profession; create new positions at the GOC that will assist Agents with the cyber vetting of offenders' social media accounts and the apprehension of absconded offenders; continue to be a national leader Interstate Compact performance objectives compliance and a leader in the enforcement of the IID Program.



CHERYL MACK THOMPSON

### ASST. DEPUTY DIRECTOR FOR FISCAL SERVICES

Cheryl Mack Thompson manages the Office of Fiscal Management within the Division of Fiscal Services. She is responsible for Accounts Payable, Accounts Receivable, Payroll, Leave, Trust Accounting, Administrative Monitoring, and the recently established Offender Account Review and Collections section, which includes the GEAR/Setoff Debt programs.

**Section Goals:** Provide stewardship and accountability for agency assets; follow policies and procedures to ensure that agency funds and resources are safeguarded from fraud, waste, and abuse; ensure that fees and other funds owed to the agency are deposited in an accurate and timely manner; expeditiously process and distribute victim restitution payments.

## PPP Book Nook

## Fierce Conversations By Susan Scott

The master teacher of positive change through powerful communication, Susan Scott wants her readers to succeed. To do that, she explains in *Fierce Conversations: Achieving Success at Work & in Life, One Conversation at a Time*, one must transform everyday conversations employing effective ways to get the message across.

Source: [http://www.summary.com/book-summaries/\\_/Fierce-Conversations/](http://www.summary.com/book-summaries/_/Fierce-Conversations/)

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