



FLORIDA COMMISSION ON OFFENDER REVIEW

A Governor and Cabinet Agency Created in 1941

75 YEARS OF
SERVICE EXCELLENCE
1941-2016



2016 Annual Report

Celebrating 75 Years of Service Excellence

FLORIDA COMMISSION ON OFFENDER REVIEW



Governor Rick Scott
Commissioner Richard D. Davison, Vice Chairman
Commissioner Melinda N. Coonrod, Chairman
Commissioner David A. Wyant, Secretary
(Pictured from left to right)

FLORIDA BOARD OF EXECUTIVE CLEMENCY

Rick Scott, Governor
Pam Bondi, Attorney General
Jeff Atwater, Chief Financial Officer
Adam Putnam, Commissioner of Agriculture
and Consumer Services



TABLE OF CONTENTS

Chair’s Message	2
Commissioners’ Vitae	3
Commission History	4
Facts about the Commission	5
Commission Activities	6
Year in Summary Statistics	8
Financial Disclosure & Performance Measures	9
Division of Operations	10
Division of Administration	12
Office of General Counsel	12
Office of Legislative Affairs	13
Office of Communications	13
Office of Executive Clemency	14
Office of Clemency Investigations	15
Contact Information	16
Field Services Directory	17

FCOR Mission Statement

Ensuring public safety and providing victim assistance through the post prison release process

CHAIRMAN'S MESSAGE



December 2016

Dear Governor Scott and Members of the Cabinet, Senate President Negron, and Speaker Corcoran:

With the support of our partners in criminal justice and the dedication of our diligent staff, the Commission continued its impressive commitment to protecting the residents and visitors of the great state of Florida. During the 2015-16 fiscal year, the Commission provided accurate information to the Clemency Board for quarterly clemency hearings, held four successful out-of-town hearings, performed 20,205 victim assists, and continued to strengthen relationships with other public safety and law enforcement agencies on a local, national, and global scale. The Commission is proud to share our many accomplishments from the past year:

- The Commission was excited to incorporate video production into our branding and crime prevention efforts. Two videos were produced during the fiscal year as part of the agency's ongoing crime prevention initiatives. Through our partnerships with local schools, the videos will be used to educate at-risk youth of the potential consequences of poor life decisions.

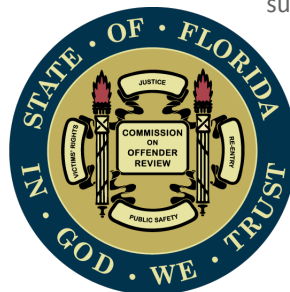
- The agency's Notice to Appear Program earned a Prudential Productivity Award for its ingenuity and impressive cost-saving benefits to the state.

- The Commission is proud to be a model for parole, both nationally and internationally, through our continued efforts to improve public safety. This year, the Commission was thrilled

to help plan and host the 2016 Association of Paroling Authorities International (APAI) Annual Training Conference. The conference brought together parole professionals from around the globe to share best practices and participate in two days of workshops in beautiful Daytona Beach, Florida.

- The Commission's fourth annual observance of National Crime Victims' Rights Week (NCVRW) included an opportunity for staff members to attend the Big Bend Victim Assistance Coalition's Annual Luncheon and the Attorney General's Annual NCVRW Awards honoring the victims of crime, victims' advocates, and law enforcement. FCOR also successfully held a webinar for Commission staff statewide featuring an identity-theft expert who provided insight into the minds of identity thieves.

The Commission continues to hold a vital role in Florida's criminal justice system by ensuring public safety through the post release process. I'm incredibly proud of what we've already accomplished, and I'm excited to see what the next year has in store. I look forward to furthering our crime prevention efforts, exploring new partnerships, and successfully completing the many goals we have set forth as we work to keep Florida's communities safe.



Respectfully,

Melinda N. Coonrod

Melinda N. Coonrod, Chairman



MELINDA N. COONROD
COMMISSIONER
Chairman

Commissioner Melinda N. Coonrod began her criminal justice career in 1992 when she was appointed to serve as an Assistant State Attorney for the Second Judicial Circuit. In this role, Coonrod prosecuted perpetrators of crimes, advocated sentencing of those found guilty, and worked closely with victims and various law enforcement agencies. She later served as an Administrative Hearing Officer with the Florida Department of Agriculture and Consumer Services Division of Licensing, where she presided over hearings involving the denial, suspension, and revocation of licensure. Additionally, Coonrod has represented children before the courts as a certified court-appointed Guardian Ad-Litem, provided training seminars to various law enforcement agencies, and instructed graduate and undergraduate courses at the Florida State University College of Criminology and Criminal Justice. Commissioner Coonrod received a Bachelor of Science degree from Florida State University College of Business

and a Doctor of Jurisprudence from Nova University.

Coonrod was appointed to the Commission by Governor Rick Scott and the Florida Cabinet on June 26, 2012 and was confirmed by the Florida Senate on April 29, 2013 to serve a six-year term extending until June 30, 2018. She was appointed to a two-year term as Commission Chairman by the Governor and Cabinet on March 2, 2016. She is a member of the Florida Bar and Tallahassee Bar Associations, United States District Court for the Middle District of Florida, Association of Paroling Authorities International, American Probation and Parole Association, Florida Council on Crime and Delinquency, Big Bend Law Enforcement Association, Florida Police Chiefs Association, and the Florida Sheriffs Association.



RICHARD D. DAVISON
COMMISSIONER
Vice Chairman

Commissioner Richard D. Davison began his criminal justice career in 1989 as an Assistant State Attorney in the Ninth Judicial Circuit where he prosecuted juvenile delinquency, misdemeanor, and traffic cases in jury and non-jury trials. In 1991, he became the staff attorney for the Florida House of Representatives Committee on Criminal Justice. He then served as an Assistant Statewide Prosecutor for Florida's Office of Statewide Prosecution where he prosecuted white collar crime, organized crime, and other criminal enterprises.

Following the creation of the Florida Department of Juvenile Justice in 1994, Commissioner Davison served as that Department's Director of Legislative Affairs, Assistant General Counsel, and Deputy Secretary. Subsequently,

Commissioner Davison was appointed Deputy Secretary of the Florida Department of Corrections. Prior to his appointment to the Commission, he served as Legal Counsel for the Gadsden County Sheriff's Office.

Commissioner Davison received a Bachelor of Science degree from Florida State University and a Doctor of Jurisprudence from the University of Florida in 1988. Commissioner Davison was appointed by Governor Scott and the Florida Cabinet on August 19, 2014 and was confirmed by the Florida Senate on April 29, 2015 to serve a six-year term extending until June 30, 2020. He is a member of the Florida Bar Association and serves as a Counselor for the Florida American Legion Boys State.



DAVID A. WYANT
COMMISSIONER
Secretary

Commissioner David A. Wyant began his law-enforcement career in 1994 as a patrol officer with the Bartow Police Department. In 1996, he was promoted to serve as a Detective in the Special Investigations Unit where he investigated narcotic, vice and other high profile crimes. For his efforts in this role, Commissioner Wyant was selected as the Bartow Chamber of Commerce Police Officer of the Year in 1997.

After briefly serving in the community-focused policing squad bike patrol unit, Wyant returned to the role of Detective in 2002 where he was responsible for investigating economic, person and property crimes as well as homicides. In 2006, Commissioner Wyant was promoted to serve as the Department's Sergeant of Detectives

and was appointed as the Deputy Chief in 2014 subsequently earning numerous commendations and the Polk County Police Chiefs Association Officer of the Year Award.

Commissioner Wyant received a Bachelor's degree in Criminal Justice from St. Leo University in Tampa and is a graduate of the FBI National Academy in Quantico, VA. He was appointed by Governor Rick Scott and the Florida Cabinet on May 10, 2016 to serve a six-year term extending until June 30, 2022. His appointment is subject to confirmation by the Florida Senate.

COMMISSION HISTORY

In the early 1800's, state prisoners were leased to Florida companies to work as slave laborers. This era of inhumane and bitter treatment of prisoners ended after the notorious Tabert case. Martin Tabert was a young prisoner convicted of stealing a ride on a freight train, after which he died as a result of the brutal treatment administered by the lumber company boss to whom he was leased. An incensed public demanded the discontinuance of leasing prisoners, but prison overcrowding, the high cost of housing, and pressure for better treatment of prisoners set the stage for opportunists to peddle their influence in the pardoning of prisoners. The Pardon Board was created by the 1885 Florida Constitution and was composed of the Governor and Cabinet. Due to the limitations of the pardon system, the Florida Parole and Probation Commission was established in 1941. The Commission selected sentenced inmates for parole release and its field staff provided supervision. In 1975, the responsibilities of the supervising field staff were transferred to the Florida Department of Corrections (Department). Below is an abbreviated timeline outlining the Commission's role in Florida's criminal justice system.

1978 The Florida Legislature enacted the Objective Parole Guidelines Act, which required the Commission to develop and implement rules and criteria upon which parole decisions were to be made. It required the development of guidelines according to an acceptable research method based on the seriousness of the offense and the likelihood of a favorable parole outcome. The Act also provided for reorganization of the agency into functional areas.

1983 Under Sentencing Guidelines, the Commission retained paroling authority primarily for inmates whose offenses were committed prior to October 1, 1983.

1988 The *Victim Assistance Law* was enacted and provided that the crime victim, or family of the victim, have the opportunity to provide input into the decision-making process.

1988 *Conditional Release Program* was enacted and provides that inmates convicted of certain crimes, and who have served at least one prior felony commitment at a state or federal correctional institution or have been sentenced as a habitual offender, violent habitual offender, violent career criminal or sexual predator, shall be released under supervision on their tentative release date subject to specified terms and conditions established by the Commission.

1989 *Control Release Authority* was established. This legislation directed the Commission to develop a system of uniform criteria to determine the number and type of inmates released into the community in order to maintain the state's prison population between 99% and 100% of its total capacity. The *Control Release Program* became effective September 1, 1990, and over the next four years, 75,000 inmates were released through this program.

1992 *Conditional Medical Release Program* was established. This program authorizes the Department to recommend to the Commission terminally ill or permanently incapacitated inmates for early release due to their medical conditions.

1996 The Commission began reviewing and establishing *presumptive parole release dates* (PPRD) for inmates convicted of capital felonies with 25-year minimum mandatory terms.

2001 The Legislature created the *Addiction Recovery Supervision Program* and placed it under the Commission's administration. The law requires the Commission to set the terms and conditions of supervision, and to address alleged violations of supervision if the offender fails to abide by the conditions.

2010 During Legislative Session, SB 200, a victim-friendly bill was passed and became law on July 1, 2010. The new law amended ss. 947.16, 947.174, and 947.1745, F.S., giving the Commission authority to increase the interval between parole consideration re-interviews to within seven years for parole eligible offenders who have been convicted of murder, attempted murder, sexual battery, or attempted sexual battery, or who are serving a 25-year minimum mandatory sentence under s. 775.082, F.S. For victims and their families, reduction in the frequency of parole opportunities lessens the trauma, stress, and financial burden associated with the potential release of an offender.

2013 HB 685 was signed by the Governor on June 5, 2013 and became law on July 1, 2013. The law expanded the list of crimes eligible for subsequent interview dates to be set within seven years to include the act or attempt of kidnapping, and the crimes of robbery, burglary of a dwelling, burglary of a structure or conveyance, or breaking and entering, or an attempt thereof of any of these crimes, in which a human being is present and a sexual act is completed or attempted. The sexual act or attempt thereof does not apply to the kidnapping offenses.

2014 SB 1636 was passed and the name of the Commission was changed from the Florida Parole Commission to the Florida Commission on Offender Review.

The Legislature passed HB 5303 which reassigned the responsibility for appointing capital clemency counsel from the Justice Administrative Commission to the Board of Executive Clemency. Under the bill, the Board may only appoint private counsel with the fees paid from funds appropriated to the Commission.

FACTS ABOUT THE COMMISSION

The Commission performs a vital role in Florida's criminal justice system by preserving the autonomy needed in post release decisions affecting inmates and ex-offenders. The Commission functions as a quasi-judicial, decision-making body.

Commissioners preside over approximately 36 meetings annually at the Central Office in Tallahassee and various locations throughout the state to encourage participation by victims, victims' families, and inmates' families who would otherwise not be able to attend. While offenders are not present at these hearings, the Commission provides a victims' coordinator and an inmate family coordinator to assist both parties during the proceedings. Commissioners make a variety of determinations regarding parole and other releases during the hearings. In addition, the Commission reviews releasees' supervision status every two years.

Every parole eligible inmate has a constitutionally protected right to proper consideration for parole, and these proceedings must be conducted as required by law. In both parole and conditional medical release, testimony and pertinent information may be provided by the victims, the victim's family, representatives of the inmate, and the inmate's family. This proceeding is often the first opportunity for a victim, or family member of a victim, to provide input in a non-adversarial venue. If parole is granted, the Commissioners will address victim restitution issues, as well as special conditions needed to ensure the protection of the citizens in our state and the successful re-entry of the offender into society. The Commissioners may also hear from law enforcement, state and private attorneys, and other interested parties.

During meetings, the Commission also conducts other types of proceedings, such as imposing conditions of conditional release or addiction recovery supervision. The Commission makes final determinations with regard to revocation of post release supervision, where a releasee may have violated the conditions of their release. When the Commission determines that the releasee is guilty of a willful and substantial violation, the Commission may order the violator's return to state prison to complete service of the original term of imprisonment.

The Commission serves as a cost-saving mechanism for the taxpayers of the State of Florida by conducting revocation hearings for post release supervision violators in informal surroundings conducted before an investigator, and usually held at a county jail, with witnesses to the violation providing

pertinent testimony. The United States Supreme Court has fully sanctioned the state's use of these less costly proceedings, with limited due process requirements. Probation revocation hearings, by contrast, require that proceedings be conducted in a courtroom before a judge, with an assistant state attorney prosecuting the case, and generally an appointed public defender representing the offender.



Chairman Coonrod and Commissioner Davison with Governor Rick Scott and the Cabinet at the March 2016 Cabinet Meeting

The Governor and members of the Cabinet sit as the Clemency Board and set forth the Rules of Executive Clemency. The Commission operates as the administrative and investigative arm of the Board. Clemency is a constitutionally authorized process. The forms of clemency include: full pardon; pardon without firearm authority; pardon for misdemeanor; commutation of sentence; remission of fines and forfeitures; specific authority to own, possess, or use firearms; restoration of civil rights; restoration of alien status under Florida law; and capital case (death penalty) reviews.

In Florida, when a person is convicted of a felony, they lose the right to vote, serve on a jury, hold public office, and possess a firearm. Administered by the Commission, the clemency process provides the means through which an offender may have some or all of their rights restored.

Commission Quick Facts

- Functions as a quasi-judicial, decision-making body.
- Responsible for the careful selection of candidates who are appropriate for parole.
- Holds 36 hearings per year - including hearings held throughout the state to encourage participation by victims, victims' families, and inmates' families who would otherwise not be able to attend.
- Administers parole, conditional medical release, control release, conditional release, and addiction recovery release supervision.
- Acts as the administrative and investigative arm of the Governor and Cabinet, sitting as the Board of Executive Clemency.

Parole

The Commission administers parole (Chapters 947, 948, and 949, Florida Statutes), a discretionary prison release, which allows an inmate who has been granted parole to serve the remainder of his prison sentence outside of the confines of the institution. Once released, the parolee is subject to strict conditions of supervision set by the Commission. The Commission monitors the parolee's progress through supervision reviews and conducts revocation hearings when alleged violations are reported. If a parolee is found to have willfully and substantially violated the terms and conditions of his supervision, the Commission may return the parolee to prison.

Inmates eligible for parole are those who committed:

1. a first-degree murder, a felony murder, or the crime of making, possessing, throwing, projecting, placing, or discharging a destructive device (or the attempt of) prior to May 25, 1994;
2. all other capital felonies prior to October 1, 1995;
3. a continuing criminal enterprise (violation of s. 893.20, F.S.) prior to June 17, 1993;
4. a murder of a law enforcement officer (and other specified officers) prior to January 1, 1990;
5. a murder of a justice or judge prior to October 1, 1990;
6. any felony prior to October 1, 1983, or those who elected to be sentenced "outside the guidelines" for felonies committed prior to July 1, 1984;
7. any habitual felony offender sentenced prior to October 1, 1988.
8. attempted murder of a LEO engaged in the lawful performance of their duties between October 1, 1988 and October 1, 1995.

Some inmates will not be eligible for consideration until the year 2020 or beyond. On June 30, 2016, there were 4,545 inmates who were eligible for parole and 502 releasees on parole supervision. In FY 2015-16, the Commission made 1,237 parole determinations and granted parole to 24 inmates.

Conditional Medical Release

In 1992, the Florida Legislature created the Conditional Medical Release Program (section 947.149, Florida Statutes), a discretionary release allowing the Commission to release inmates on supervision who are "terminally ill" or "permanently incapacitated," and who are not a danger to themselves or others. The Department is charged with the responsibility of recommending to the Commission cases to be considered for conditional medical release. Upon release, the offender is subject to conditions of supervision set by the Commission. The Commission monitors the offender's progress through periodic medical reviews and conducts revocation hearings when alleged violations are reported. This supervision can be revoked, and the offender re-

turned to prison if the Commission determines that a willful and substantial violation has occurred. The Commission may return the offender to custody if his or her medical or physical condition improves. The Department has recommended 107 inmates for release in the past three fiscal years. The Commission granted release to 52, or 49%, of those recommended by the Department. In FY 2015-16, the Commission granted 29 of the 51 inmates recommended by the Department for conditional medical release, or 57%.

Conditional Release

In 1988, the Florida Legislature created the Conditional Release Program (section 947.1405, Florida Statutes) and placed it under the administration of the Commission. This program is a non-discretionary release program and requires mandatory post-prison supervision for inmates who are sentenced for certain violent crimes and who have served a prior felony commitment at a state or federal correctional institution, or who are sentenced as habitual offenders, violent habitual offenders, violent career criminals, or designated sexual predators.

Inmates who are subject to conditional release and have completed their incarceration are supervised for the remainder of their sentences. These offenders are subject to strict conditions of supervision set by the Commission. The Commission monitors their progress through supervision reviews and conducts revocation hearings when alleged violations are reported. If a conditional releasee is found to have willfully and substantially violated the conditions of supervision, the Commission may return the offender to prison. On June 30, 2016, there were 3,123 releasees on conditional release supervision, and in FY 2015-16 the Commission set terms and conditions for 5,377 releasees.

Addiction Recovery

The Florida Legislature created the Addiction Recovery Supervision Program (section 944.7431, Florida Statutes) in 2001 and placed it under the Commission's administration. This program requires mandatory post-prison supervision for offenders released from a state correctional facility who are convicted of a crime committed on or after July 1, 2001, and have a history of substance abuse or addiction or have participated in any drug treatment, and have not been convicted of a disqualifying offense. Upon release, the offender is subject to strict conditions of supervision set by the Commission. The Commission monitors the offender's progress and conducts revocation hearings when alleged violations are reported. If the Commission finds the offender willfully and substantially violated the terms and conditions of supervision, the Commission may return the offender to prison. During FY 2015-16, 1,059 offenders were placed in the program. As of June 30, 2016, there were 275 offenders on addiction recovery supervision.

Control Release

The Florida Legislature created the Control Release Authority (section 947.146, Florida Statutes) in 1989 with the members of the Commission acting as the release authority. When active, control release is utilized as a prison population management tool to keep it at less than 99% of the total capacity. Currently, the Commission is not reviewing the inmate population for discretionary release under this authority as there are sufficient prison beds to house the current prison population. Today, a small number of control releasees remain under supervision. The Commission monitors their progress through supervision reviews and conducts revocation hearings when alleged violations are reported. This supervision can be revoked, and the offender returned to prison if the Commission finds a willful and substantial violation has occurred.

Clemency

The Governor and members of the Cabinet sit as the Clemency Board and set forth the Rules of Executive Clemency. The Commission operates as the administrative and investigative arm of the Board. Clemency is a constitutionally authorized process. The forms of clemency include: full pardon; pardon without firearm authority; pardon for misdemeanor; commutation of sentence; remission of fines and forfeitures; specific authority to own, possess, or use firearms; restoration of civil rights; restoration of alien status under Florida law; and capital case (death penalty) reviews.

In Florida, when a person is convicted of a felony, they lose the right to vote, serve on a jury, hold public office, and possess a firearm. Administered by the Commission, the clemency process provides the means through which an offender may have some or all of their rights restored.

Individuals seeking any form of clemency must start the process by submitting an application and the required court documents to the Office of Executive Clemency (OEC). Detailed information is available online at www.fcor.state.fl.us.

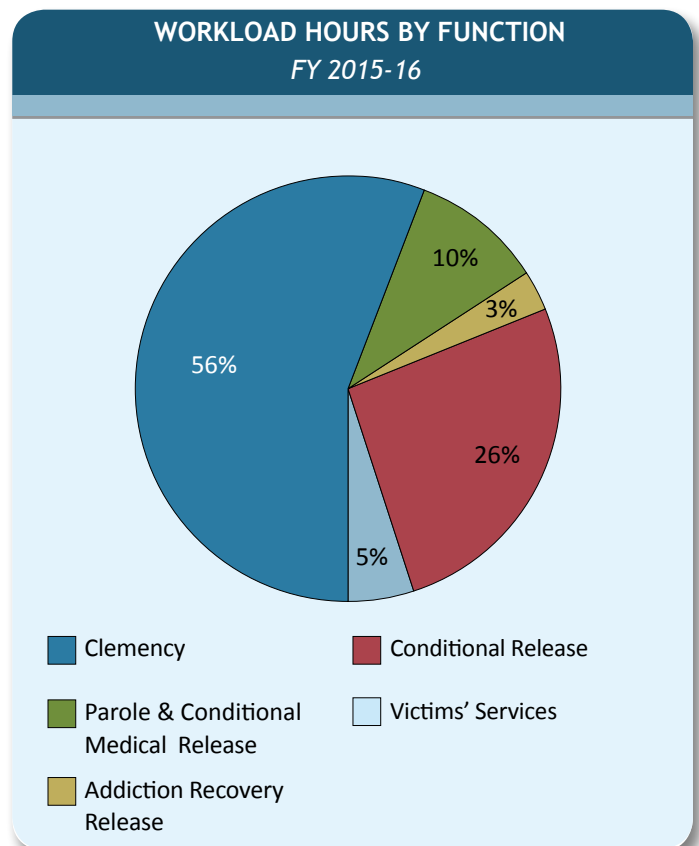
Victims' Services

The Victims' Services section provides direct, personal service to crime victims and their families. Staff strive to reduce victimization through education within an environment of compassion, dignity, and respect. The section is proactive in educating victims and informing them of their rights. Central Office staff, in coordination with Field Services staff, attempt to locate all victims to inform them of their right to be present, informed, and heard in the clemency or Commission processes.

Victim input is important at every stage of the clemency, parole, and conditional medical release process and is crucial

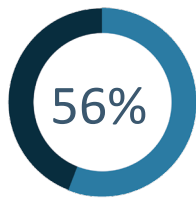
to informed decision-making. Victim participation can impact a variety of decisions including clemency and conditional medical release, or aggravating factors when setting a presumptive parole release date. Restitution, special conditions of supervision, and treatment programs for the offender are also impacted. If a victim chooses not to participate in this process, the person may still request to be notified and informed of upcoming proceedings and the Commission's or Clemency Board's actions concerning those proceedings. Victims make the decision as to what extent they wish to participate in the process.

The "Victims of Crime Act" was enacted in 1984 and provides federal funding to assist state, local, and private nonprofit agencies to provide direct services to crime victims. Staff offers assistance to victims and their families by: responding to their emotional needs; providing the necessary support and resources available to help stabilize their lives after victimization; and providing information on the criminal justice system and its operations. This section is proactive in seeking ways to broaden the services that are available to victims.

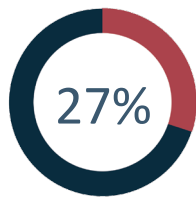


YEAR IN SUMMARY STATISTICS

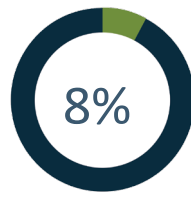
WORKLOAD HOURS BY BUDGET ACTIVITY



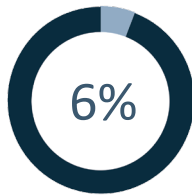
Clemency



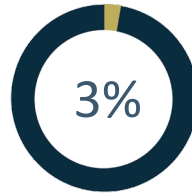
Revocations



Parole & Conditional Medical Release



Victims' Services



Conditional Release & Addiction Recovery Release

ACTIVITY	HOURS
Clemency	98,199
Revocations	48,489
Parole & Conditional Medical Release	14,380
Victims' Services	9,801
Conditional Release & Addiction Recovery Release	5,700
TOTAL FY 2015-16	176,568

Clemency Services

- 6,462 clemency applications were received.
- 20,907 pending clemency applications.*
- 6,622 clemency cases were completed.

Conditional Medical Release (CMR)

- 51 inmates were referred for CMR.
- 29 inmates were granted CMR.

Offender Revocations

- 1,835 revocation determinations were made.
- 100% of revocation determinations were completed within 90 days of final hearing.
- 2,122 warrants were issued.

Victims' Services

- 20,205 assists to victims were provided by FCOR.

Parole

- 1,237 parole release determinations were made.
- 4,545 inmates were eligible for parole release.
- 502 inmates were under parole supervision.
- 24 inmates were granted parole.
- 23 inmates were released on parole.

Conditional Release

- 5,377 inmates were placed on conditional release supervision.
- 3,123 inmates were under conditional release supervision.*

Addiction Recovery Release

- 1,059 inmates were placed on addiction recovery release supervision.
- 275 inmates were under addiction recovery release supervision.*

*As of July 1, 2016

FINANCIAL DISCLOSURE

BUDGET CATEGORY	APPROPRIATED BUDGET	ACTUAL EXPENDITURES AS OF JUNE 30, 2016	BALANCE AS OF JUNE 30, 2016
Salaries (GR)	\$ 7,566,702	\$ 7,496,008	\$ 70,694
OPS	\$ 733,413	\$ 733,413	\$ -
Expense	\$ 868,698	\$ 868,401	\$ 297
OCO	\$ 16,771	\$ 16,130	\$ 641
Contracted Services	\$ 250,000	\$ 88,000	\$ 162,000
Risk/Insurance	\$ 39,866	\$ 39,866	\$ -
Lease/Purchase Equipment	\$ 19,800	\$ 19,800	\$ -
Human Resources	\$ 50,404	\$ 50,404	\$ -
Data Processing	\$ 405,027	\$ 405,027	\$ -
Total	\$ 9,950,681	\$ 9,717,049	\$ 233,632

PERFORMANCE MEASURES

24

Parolees successfully completed their supervision without revocation within the first three years.

1,293

Number of parole and conditional medical release decisions.**

1,835

Number of revocation determinations.

20,205

Number of victim assists.

6,622

Number of clemency cases completed.

8,290

Number of conditional release/addiction recovery cases handled.**

96%

Of parolees have successfully completed their supervision without revocation within the first three years.

99.8%

Of cases placed before the Commission/Clemency Board contained no factual errors.

100%

Of revocation cases were completed within 90 days of final hearing.

99.6%

Of RCR *With a Hearing* cases provided to the Clemency Board contained no factual errors.

100%

Of RCR *Without a Hearing* cases provided to the Clemency Board contained no factual errors.

** Number includes re-docketed cases.

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.

Operations Accomplishments: FY 2015-16

The Commission held out-of-town meetings in Pinellas County in August 2015, Broward County in October 2015, Dade County in January 2016, and Duval County in May 2016, making access to the meetings more convenient and less costly for victims and inmate supporters. The meetings were well attended by victims' families, inmate supporters, Department of Corrections' staff, and juveniles from the Department of Juvenile Justice.

The Division continued to update numerous Procedure Directives for Central Office Operations and Field Services Operations.

The Rules Committee submitted the final version of the proposed rule changes for Chairman Coonrod's review. The committee was chaired by Commissioner Davison and included staff from the Commissioners' offices, Revocations, the Clerk's Office, Region 3, Region 4, and the Office of the General Counsel.

The Operations and Administration staff members joined forces to win a Prudential Productivity Award for instituting the Notice to Appear (NTA) program to help low-risk offenders stay out of jail while waiting for a court date following a minor infraction. This program has saved Florida taxpayers over \$200,000 in one year due to reduced jail time, in addition to keeping former offenders involved with their communities.

Office of the Commission Clerk

The Office of the Commission Clerk (OCC) receives thousands of cases each year which staff prepare and process for the Commission's review and action. They include conditional release interviews, parole interviews, parole release plan investigations, addiction recovery interviews, conditional medical release recommendations, supervision reviews, requests for modifications of the conditions of supervision, eligibility reviews, and special requests from the Department.

Office of the Commission Clerk Accomplishments: FY 2015-16

OCC continued to work with the Florida Department of Corrections to improve the supervision review process, ensuring offenders on conditional release and parole supervision are reviewed every two years as mandated by Florida Statute or as directed by the Commission.

Staff presented Conditional Release eligibility at the Sexually Violent Predator Program with the Department of Children and Families in April 2016.

The number of cases docketed in FY 2015-16 included:*

- Parole - 1,017
- Conditional Medical Release - 55
- Conditional Release - 6,819
- Addiction Recovery Release Supervision - 1,125
- Control Release - 0

** Individual cases may be docketed multiple times throughout the year, therefore docketed case totals may be higher than actual case totals .*

Revocations

Revocations reviews all violation reports, prepares arrest warrants, updates the National Crime Information Center/ Florida Crime Information Center (NCIC/FCIC) databases, responds to requests from law enforcement agencies, coordinates the extradition of violators, and performs functions relating to the docketing and processing of cases for Commission action involving review of supervision and violations of supervision.

Revocations Accomplishments: FY 2015-16

The Commission continues to be an active co-sponsor of the National Preventing Crime in the Black Community Conference, held in May in Miami, Florida. The Commission

presented a panel session entitled, ‘The Impact of Crime: The Good, The Bad & The Ugly,’ for a third year, which was well received and attended. The session gave attendees insight into the lives of three successful parolees and one crime victim. Each panelist shared their individual journeys in rehabilitation programs, remorse, and successful re-entry into society. The parolees also discussed the realization of the impact of their behaviors on their victims, families, and communities.

- Warrants Issued - 2,191
- Cases Reviewed and Prepared for Docket - 1,823*

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

Victims’ Services

Victim assistance is a key tenet of the Commission’s mission and is considered vitally important. Article I, Section 16(b) of Florida’s Constitution, and sections 947.06 and 960.001, Florida Statutes, address the need to protect the rights of victims of crime and the need for victims’ input in the criminal justice process.

Victims’ Services provides direct, personal assistance to crime victims and their families, assuring their opportunity to participate in the parole, conditional medical release, control release, conditional release, addiction recovery release supervision, and clemency processes.

Victims’ Services Accomplishments: FY 2015-16

During this fiscal year, the Victims’ Services unit received approval for continuation of a federal grant under the Victims of Crime Act to provide funds for a full-time staff position responsible for assisting victims of offenders who are seeking clemency.

During this past year the Victims’ Services staff has worked diligently to provide hearing recommendations to all victims and State Attorneys prior to the hearings. Victims’ Services staff also contacted any victims, who provided input for hearings (when possible), to advise them of the outcome of the hearings. This effort has increased the level of service provided to the victims served, increased victim and State Attorney’s participation and increased satisfaction.

During this fiscal year, Victims’ Services responded to 2,683 information requests from victims on Parole, Clemency, Conditional Release and Conditional Medical cases. In addition, Victims’ Services searched for and located 741 victims in these categories. Victims’ Services provided 3,553 status updates to victims.

During this fiscal year, Victims Services staff attended online seminars hosted by National Organization for Victim Assistance on Developing an Effective Volunteer Victim Advocacy Program and Training the Trainer.

- Requests for Information by Victims - 2,683*
- Status Updates Provided to Victims - 3,553*
- Victims Located - 741*

**Includes parole, conditional medical release, clemency, and conditional release cases.*

Field Services

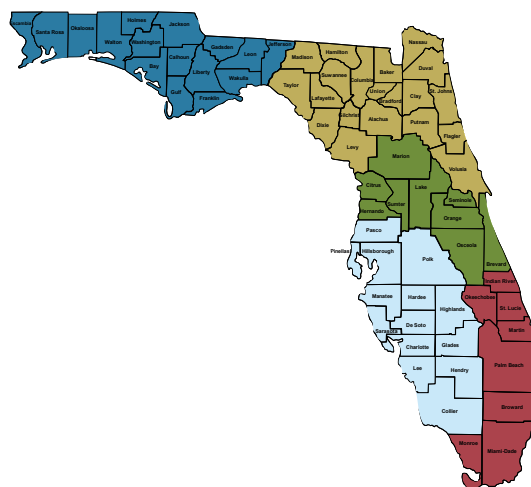
Field Services is responsible for performing a variety of functions, including acting as hearing officers when conducting revocation hearings.

Regarding the parole release process, Field Services Investigators conduct inmate interviews at the correctional facilities, perform investigations, and make recommendations regarding the establishment of a presumptive parole release date (PPRD) for parole eligible inmates.

Duties also include: making recommendations regarding changes to an inmate’s PPRD and whether to release on parole; conducting investigations for parole and conditional medical release plans; and locating victims or relatives of victims. Clemency-related duties include conducting full investigations for the Board of Executive Clemency.

Field Services Statewide Activity Totals: FY 2015-16

- Parole Interviews - 619
- Revocation Interviews - 2,710
- Revocation Hearings - 741
- Total Interviews and Hearings - 4,070



DIVISION OF ADMINISTRATION

The Division of Administration serves as a liaison with the Governor's Office of Planning and Budgeting, the Office of Program Policy and Government Accountability, the Auditor General, the Florida Legislature, the Department of Financial Services (DFS), the Department of Management Services (DMS), and the Department of Corrections' Information Technology section. The Division 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. This Division has fiscal responsibility for the agency including preparation of the agency's Legislative Budget Request, management of the Commission's operating budget, the Long Range Program Plan, and purchasing of all commodities and services for the agency. Additionally, the Division is responsible for preparing data, statistics, and financial information.

Administration Accomplishments: FY 2015-16

The Department of Financial Services reported 99-100% compliance, with the Commission processing 2,212 invoices, and electronically storing five years of vouchers.

Administration submitted 720 requisitions, approved 634 purchase requests, made 487 business deliveries, completed 1,257 interoffice requests, addressed 831 maintenance issues, completed 300 PAR actions in People First, and submitted 211 Security Access Requests.

Improved the Commission's purchasing procedures by streamlining the process, providing written guidelines, and training staff in Central Office and in regional offices.

Established an official program for new employees by creating benefits folders, revising offer letters, and updating the Employee Handbook.

Coordinated the installation of 15 workstations and facilitated updates to the Commissioners' offices.

Administration team members were an integral part of the Notice to Appear program which garnered a Prudential Productivity Award.

Team members participated in several training opportunities including: 360 Degree Leader training, REACH for Success, and Class 33 Leadership Tallahassee.

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.

General Counsel Accomplishments: FY 2015-16

The Office of the General Counsel was actively involved in litigation during FY 2015-16 in both state and federal court, opening 363 new cases.

The office filed 289 court pleadings, motions, responses, briefs, and the like, to challenges made against the Commission's authority, challenging the Commission's decisions, and challenging the Office of Executive Clemency actions and decisions.

Legal staff responded to 817 public records requests.

Additionally, the Office of the General Counsel provided hundreds of legal opinions to the Commissioners, Central Office, and the five regional offices.

OFFICE OF LEGISLATIVE AFFAIRS

The Office of Legislative Affairs is charged with directing and overseeing the Commission's legislative program as the agency's chief legislative advocate. This office interacts with all members and staff of the Florida Legislature; the Office of Program Policy and Accountability and the appropriate Joint Legislative Committees; the Governor's Office of Policy and Budget; the Governor's Office of Legislative Affairs; and the Legislative Affairs Directors of all state agencies, particularly those in the areas of law enforcement and criminal justice.

Legislative Affairs Accomplishments: FY 2015-16

The Commission's operating budget for FY 2016-17, as provided in HB5001, is \$9,889,679 (\$9,829,121 in General Revenue Funding and \$60,558 from Trust Funds).

The agency's base budget includes funding for 132 full-time employees (FTEs).

OFFICE OF COMMUNICATIONS

The Office of Communications is charged with overseeing the agency's internal and external communications and public information programs, with the Director acting as the agency's chief spokesperson. This office responds to daily inquiries from local, state, and national media organizations, as well as responding to public information and public records requests. It is also responsible for the production of all publications and informational materials disseminated to legislators, media, key stakeholders and the general public throughout the state and nation.

Communications Accomplishments: FY 2015-16

Finalized the agency name change to the Florida Commission on Offender Review.

Launched the online FCOR Team Directory, improving accessibility within the agency.

Acted as the agency coordinator for the Prudential Productivity Awards, which resulted in a cash prize for the Commission's Notice to Appear team.

In coordination with Administration, designed and produced Commission publications and reports including: Legislative Budget Request and presentation, Long Range Program Plan, Annual Report, Commission Brochure, Victims' Services Brochure, Commission Media Kit and Virtual Press Kit, Monthly Reports, and Quarterly Staff Newsletters.

Composed media messaging and content copy for programs including: 2016 National Crime Victims' Rights Week (NCVRW), the agency's youth crime prevention initiatives, and the Florida Council on Crime and Delinquency (FCCD) Training Institute.

Prepared presentation and speaking points for internal and external events and engagements including: NCVRW webinar on online security, Florida Council on Crime and Delinquency Institute, Women's History Month events, Commission

business meetings, Annual Staff Awards Ceremony, Florida First Responders Week, and the Attorney General's National Preventing Crime in the Black Community Conference.

Provided media messaging, materials and on-site media relations for: NCVRW training, weekly parole hearings in Central Office, quarterly Board of Executive Clemency hearings, and Commissioner appointments.

Produced two videos aimed towards at-risk youth as part of the agency's ongoing crime prevention initiatives.

Assisted in the planning of the 2016 Association of Paroling Authorities International (APAI) Conference as a member of the host committee.

Responded to daily inquiries and public records requests from local, state, and national media outlets.

Provided photography and videography services for the agency.

Maintained the Commission's external and internal websites, which continue to be invaluable resources for constituents and employees.

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 co-located with the Commission for ease of operation and coordination of functions. OEC was created in 1975 to process applications for executive clemency requiring approval of the Governor and requisite members of the Cabinet. The Coordinator is appointed by the Governor and Cabinet and is responsible for coordinating all clemency meetings, referring applications for investigation, and serves as the official custodian of all clemency records.

In addition to processing requests for Restoration of Civil Rights (RCR), applications for restoration of alien status under Florida law, full pardons, pardon without firearm authority, pardon for misdemeanors, remission of fines, requests for review regarding commutations of sentence and specific authority to own, possess or use firearms, the office also provides verification and certification of RCR and all other forms of clemency requested by law enforcement agencies, state attorneys, public defenders, licensing agencies, and supervisors of elections. During FY 2015-16, staff prepared 4,704 “Gold Seal” letters, which verified the status of clemency requests for inquiring criminal justice agencies.

The OEC prepares and distributes the agenda for the quarterly Board meetings, as well as the executive orders and certificates granting clemency, and is responsible for notifying the applicants and their attorneys regarding meeting dates and the status of their cases. Information and applications for clemency are distributed on a daily basis by mail or from the website. Office staff responds to questions and assists applicants in completing their requests for RCR, as well as responding to correspondence and phone calls referred from the Governor, Cabinet offices, and other government agencies.

The Coordinator works with the Governor and Cabinet members’ clemency aides on the interpretation of the Rules of Executive Clemency and stays abreast of new state and federal legislation that may have a direct or indirect impact on the clemency process in Florida. The Coordinator also responds to research inquiries regarding clemency and provides information to persons conducting federal and state surveys on clemency procedures in Florida.

RCR Recidivism Report

Rule 18 directs the Office of Executive Clemency, the Commission, and the Department to provide an annual report on the status of individuals whose rights were restored for the previous two calendar years, including recidivism statistics and evaluative data.

The report was provided to the Board by the Commission on July 1, 2016, and is an overview of the processing and granting of RCR cases for calendar years 2014 and 2015, along with data indicating the number of these individuals who have re-offended with a new felony conviction.

Office of Executive Clemency Accomplishments: FY 2015-16

During FY 2015-16, the OEC coordinated quarterly clemency meetings; September and December 2015, and March and June 2016. Much of the work is prepared prior to and after meetings regarding contacting applicants and informing them of their placement on the agenda and of the results after the meeting. The OEC and Clemency Investigations work jointly to ensure productive meetings.

Clemency’s toll-free information number received 17,054 calls in FY 2015-16, an increase of 3,863 calls from FY 2014-15.

Since its inception on October 6, 2008 and through June 2016, the clemency RCR search web page had the following results:

- Certificate searches - 1,204,209
- Certificates available online June 2016 - 377,042

A review of this year shows a collaborative effort between the OEC and the Office of Clemency Investigations (CI) which ensures the best customer friendly experience throughout the clemency process.

With the assistance of the Department of Corrections IT section, OEC and CI developed an email system that permits the initial call taker to prepare an email pertaining to applicants who require additional assistance regarding their case investigation. Callers are no longer automatically transferred to CI. The email system allows the CI investigator to review the case and return the call, thus providing accurate and pertinent responses. This email system is also used in OEC when further research is needed to respond to the initial call.

This fiscal year presented a major national election; the March 2016 Presidential Primary, followed by the Primary in August and the General election in November. The Coordinator visited the websites of all of the Supervisor of Elections to ensure that clemency contact numbers and the detailed clemency information provided was accurate. The Florida Department of Corrections and the Federal institutions in Florida were provided updated clemency information. Staff worked flexible hours prior to the election, on election day, and the two days following in order to be available to the Supervisors of Elections should any provisional ballot questions arise.

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, commutation of sentence, remission of fines, and capital punishment cases. Clemency Investigations provides training, resource materials, and support to Field Services staff in all clemency matters.

General Clemency Investigations

Clemency Investigations, with the assistance of Field Services staff, provides daily investigative and research support to the Board. Field Services staff conducts confidential investigations on all applications that are referred to the Commission for investigation. The office conducts quality assurance reviews on each of these investigations, and all eligible cases are presented to the Board.

The office conducts investigations on all Requests for Review for Commutation of Sentence applications, provides customer service to clemency applicants, and assists in the development of clemency data requests.

The type of clemency investigation primarily depends on the severity and nature of the offense and the form of clemency relief being sought. The Rules of Executive Clemency (Rules) provide detailed information regarding the list of offenses that determine the processing category. The depth and scope of each investigation vary by type and each has a different waiting period after completion of sentence.

Restoration of Civil Rights (RCR) investigations are classified as: Without a Hearing and With a Hearing. Without a Hearing investigations are those where offenders, depending on the offense of conviction, are eligible for consideration only after five years have passed since the date of completion of all sentences and conditions of supervision imposed for all felony convictions, if no crimes have been committed and if the applicant has not been arrested for a misdemeanor or felony for the five years prior to the date the application is being reviewed. With a Hearing investigations are those where offenders with more serious offenses are eligible for consideration only after seven years have passed since the date of completion of all sentences and conditions of supervision imposed for all felony convictions.

All With a Hearing investigations, including non-RCR, provide a broad picture of the applicant's history and activities, which assist the Board in making informed decisions. They include, but are not limited to: criminal convictions; history of adjustment to incarceration or supervision; criminal record; traffic record; payment of fines, court costs, public defender fees and victim restitution; history of domestic violence; alcohol and substance abuse history; voter registration information; as well as judicial, state attorney and victim input. The office conducts quality assurance reviews on each of these investigations and obtains the Commission's advisory recommendation for submission to the Board. Clemency applicants are mailed a copy of their investigative report prior to each scheduled Board meeting.

Capital Punishment Case Investigations

In capital punishment cases, by Rule, the Governor may direct the Commission to conduct an in-depth investigation. Clemency Investigations is responsible for coordinating the clemency interview of the death row inmate conducted by the Commission. Investigators research the case history, including offense(s) of conviction, complete criminal record, institutional record, social and psychological information, co-defendant information, and trial and appellate court information. The Capital Punishment Research Specialist (Specialist) is the point of contact for clemency counsel, manages the agreement, and acts as a liaison between counsel and the Florida Department of Corrections. The office coordinates with Field Services staff to conduct an investigation on the inmate and conduct interviews, if possible, with the trial attorneys who prosecuted and defended the inmate, the presiding judge, and the inmate's family. In addition, the Specialist coordinates with the Attorney General's Office to allow victims of record to provide any comments to be included with the final report to the Board. Clemency Investigations compiles this information together with the Commission's findings and conclusions and provides it to the Board to assist in the consideration of a commutation of death sentence to life.

Office of Clemency Investigations Accomplishments: FY 2015-16

The Office of Clemency Investigations, Field Services, and OEC reduced the number of pending RCR With a Hearing cases from 10,611 on July 1, 2015, to 9,752 on July 1, 2016.

Received over 4,200 telephone calls and responded to a high volume of daily correspondence from applicants.

Produced or revised several training manuals related to quality assurance of investigations, telephone procedures, and converting hard copy files into electronic files for use at Clemency Board Meetings.

Provided monthly teleconference training to field offices; held joint meetings with OEC covering specialized training and presentations; assisted in conducting on-site investigation training to the field offices; and updated procedure directives.

Coordinated with the OEC to implement a clemency database upgrade to include an improved Notes system and Quick Search feature.

CONTACT INFORMATION

General Information

Florida Commission on Offender Review
4070 Esplanade Way
Tallahassee, FL 32399-2450
www.fcor.state.fl.us

For general inquiries about the Commission
publicaffairs@fcor.state.fl.us (850) 922-0000

Clemency

For information regarding clemency applications for restoration of civil rights, full pardons, remission of fines, commutation of sentence and specific authority to own, possess or use firearms, call **toll-free (800) 435-8286**, or email clemencyweb@fcor.state.fl.us.

Victims' Services

For notification of inmate hearings and release information contact Victims' Services **toll-free (855) 850-8196** or email victimquestions@fcor.state.fl.us.

Inmate Supporters

For information regarding an inmate's parole, conditional medical release, conditional release or addiction recovery supervision or for information about attending a Commission hearing call **toll-free (800) 335-3396**.

To submit a statement of support, email inmatessupporter@fcor.state.fl.us.

Revocations

For information regarding violations of supervision, warrants, or other revocation matters, call **(850) 488-0611** or email revocations@fcor.state.fl.us.

Public Affairs

All press inquiries should be directed to the Communications office at **(850) 921-2816** or publicaffairs@fcor.state.fl.us.

All legislative inquiries should be directed to the Legislative Affairs office at **(850) 921-2804**.

Commissioners

Melinda N. Coonrod	(850) 487-1980
Chairman	FAX (850) 414-2627
Richard D. Davison	(850) 487-0476
Vice Chairman	FAX (850) 414-6902
David A. Wyant	(850) 487-1978
Secretary	FAX (850) 487-1220

Division of Administration

Gina Giacomo	(850) 488-3415
Director	FAX (850) 487-1430
Jennifer Boswell	(850) 488-3417
Human Resources Administrator	FAX (850) 414-1915
Karen Huff	(850) 921-2815
Accounting and Budgeting Administrator	FAX (850) 488-6357

Division of Operations

Kim Dickey	(850) 922-6137
Director of Central Office Operations	FAX (850) 922-6510
Laura Tully	(850) 488-0611
Director of Regional Operations	FAX (850) 488-7199
Sandra Rozier	(850) 487-3259
Revocations Supervisor	FAX (850) 921-8712
Daphne Asbell	(850) 487-3259
Victims' Services Supervisor	FAX (850) 921-8712
Kristin Lambert	(850) 488-1293
Office of the Commission Clerk Supervisor	FAX (850) 414-6031

Office of Clemency Investigations

Stephen Hebert	(850) 487-1175
Director	FAX (850) 414-6903

Office of Communications

Kelly Corder	(850) 921-2816
Director	FAX (850) 921-2827

Office of Executive Clemency

Julia McCall	(850) 488-2952
Coordinator	FAX (850) 488-0695

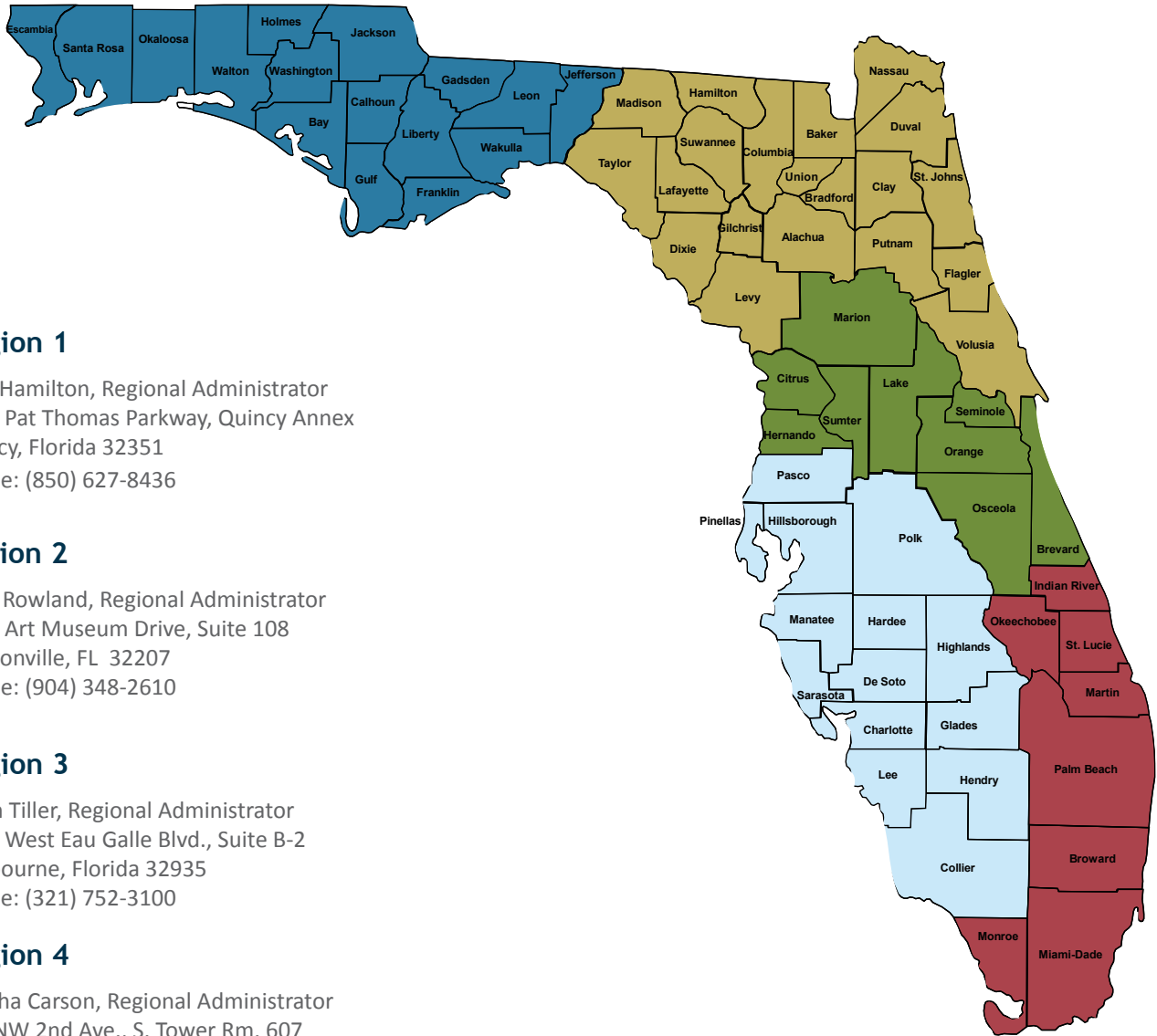
Office of General Counsel

Rana Wallace	(850) 488-4460
General Counsel	FAX (850) 414-0470

Office of Legislative Affairs

Vacant	(850) 921-2804
Director	FAX (850) 921-2827

FIELD SERVICES DIRECTORY



▶ Region 1

Tom Hamilton, Regional Administrator
2225 Pat Thomas Parkway, Quincy Annex
Quincy, Florida 32351
Phone: (850) 627-8436

▶ Region 2

Mills Rowland, Regional Administrator
2050 Art Museum Drive, Suite 108
Jacksonville, FL 32207
Phone: (904) 348-2610

▶ Region 3

Kevin Tiller, Regional Administrator
1500 West Eau Galle Blvd., Suite B-2
Melbourne, Florida 32935
Phone: (321) 752-3100

▶ Region 4

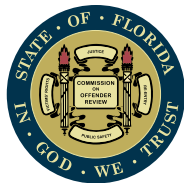
Ayesha Carson, Regional Administrator
401 NW 2nd Ave., S. Tower Rm. 607
Miami, Florida 33128
Phone: (305) 349-1293

▶ Region 5

Helen Williams-Lester, Regional Administrator
1313 North Tampa Street, Suite 310
Tampa, Florida 33602
Phone: (813) 233-2530

Field Services

Field Services staff are responsible for carrying out the Commission's duties at a regional level including conducting administrative hearings for alleged violations of supervision; performing clemency investigations for the Board of Executive Clemency; conducting inmate interviews at the correctional facility and making appropriate recommendations; conducting investigations for parole release plans; and locating victims or the relatives of victims.



FLORIDA COMMISSION ON OFFENDER REVIEW

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