

Self-Registration For Training Is Here!

By Melissa Ray, TCPD Director

The PPP Training Compliance and Professional Development (TCPD) section is excited to introduce you to our newest innovation. Beginning in December, staff will be able to self-register for all open enrollment and some mandatory training classes by logging onto the personal training data section of the AIMS system. Staff will be able to register and delete themselves from classes after obtaining their supervisor's approval, up to a specified deadline date. Supervisors will also be able to register staff they directly supervise for upcoming classes. This will provide flexibility, especially for regionalized and/or mandatory classes, when supervisors need to change participant slots due to schedule conflicts. Once the deadline date has passed, AICs and Divisional Managers will still be able to contact TCPD directly to make emergency changes. This will ensure that valuable slots are not vacated at the last minute and left unfilled.

The self-registration piece has been designed to assist staff as much as possible during the registration process. Special features have been built into the program to ensure that employees do not "double-book" themselves by enrolling in more than one class on a given day or enroll in two of the same classes in a given time period.

This new system will enable staff to manage time more effectively by deleting extra steps involved in the current registration process. Staff will also get immediate confirmation of enrollment in a course instead of the outdated format of waiting for a confirmation email. Once staff members successfully register, the class is then automatically entered onto the individual's training profile with a "no results posted" notation. Since this notation will now serve as the official confirmation, registrants will have constant access to the information on

courses for which they have registered. All other course information such as appropriate attire, equipment needed, location of and directions to the training site, will now be available in the Training Catalog located on the PPP Intranet. Specific instructions for the self-registration process can also be found in the catalog.

With this exciting innovation in the registration process, the staff members of TCPD hope to greatly enhance the customer service we provide to the Department. The catalog will be updated regularly to reflect any additions to course schedules and the monthly TAMI announcement will continue to provide you with a quick glance at upcoming training classes. All members of TCPD are looking forward to this new service and will be happy to answer any questions that are not answered by the catalog during this transition period.

C.O.D.E.

Connecting Our Deployed Employees

By Jodi Gallman, Director of Community Affairs

Happy Holidays to our Hometown Heroes. During this special time of the year, know that it is your courage that preserves the freedom we inherited from our forefathers.

HA Blackwell
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Hardy Paschal
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Your stance has given many hope for a better tomorrow.



One day in late November this year, as I waited in my doctor's office, there was a note written by an anonymous author posted on the wall that caught my eye. It was titled the "Ten Commandments of Human Relations". As I passed the time reading through each of these "commandments", I thought how true each adage was and how vital each one is to fostering a rich and rewarding workplace. If we lived more closely by these tenets, I'm sure our professional and personal lives would be enhanced. Because this note spoke to me, it seemed appropriate to share it with you all as food for thought as we approach the holidays.



Ten Commandments of Human Relations

- **Speak to people** (there is nothing as nice as a cheerful word of greeting);
- **Smile at people** (it takes 72 muscles to frown, only 14 to smile);
- **Call people by name** (the sweetest music to anyone's ears is the sound of his or her own name);
- **Be friendly and helpful** (if you would have friends, be friendly);
- **Be cordial** (speak and act as if everything you do is a genuine pleasure);
- **Be genuinely interested in people** (you can like everybody if you try);
- **Be generous with praise** (cautious with criticism);
- **Be considerate with the feelings of others** (it will be appreciated);
- **Be thoughtful of the opinion of others** (there are three sides to a controversy: yours, the other person's and the right one); and,
- **Be alert to give service** (what counts most in life is what we do for others).

As the end of 2007 approaches, it's a perfect time to pause, take stock, and reflect upon those things for which we are most thankful. As I sit here today, I am thankful for each and every one of you – my PPP family. Looking back over this past year, I am proud of all that we have accomplished together and the paths we have taken to achieve our goals. Everyone has worked extremely hard and we have a lot to show for all our efforts. I look forward to the year ahead, and the challenges and opportunities we will find in 2008. Have a safe and happy holiday season!!!

Sam Glover

GPS: Are We There Yet?

By Rebecca Raybon, Field Operations Programs

In the last months of summer 2007, we began to see major enhancements to the GPS program at SCDPPPS. New satellite imagery mapping was a welcome addition to the program which allowed much easier placement of zones and proved to be a better visual tool for tracking an offender to specific locations. In August we began to convert all Active GPS units over to the latest 5000 model. The 5000 model provided easier installation of the transmitter for the Agent, a longer battery life on the PTU, and a smaller, lighter PTU.

As technology continued to move forward, the Department also decided to progress and expand efforts to augment the GPS program. A new supervision strategy was implemented in August to include GPS monitoring of high risk sex offenders. This strategy expanded the number of offenders placed on GPS each month.

In September, the GPS Operations Center (GOC) was established at SLED's Fusion Center in Columbia. The primary duty of the GOC is to be a first responder to all GPS alerts. In the short time the GOC has been in operation, it has proven to be a valuable asset to the Department's GPS Program and to the Agents in the field. It has also allowed PPP to continue to foster relationships with SLED and provide assistance to them. So, as we look back on how far we have come since 2005 and ask ourselves "Are we there yet?", the answer is "No". GPS is ever-changing and we must continue to press on to better advancements for the sake of community safety.



GOC Staff from L-R standing: Ja'coby Lewis and Jesse Rosier; L-R sitting: Carl Olson and Janeice Evans (not pictured, Nijoku Odom).

BECOMING A NEW AGENT: IT'S ALL ABOUT THE ACRONYMS

By Jonathan Harper, Aiken County Agent



After I was hired for this Department, I did not know what to expect. Of course I was excited, but apart from what I was told in my interview process, I did not really know much

about being a Probation and Parole Agent. I came to the agency simply armed with my Bachelor's in Church Music, three years experience as a security guard and my dashing good looks. Fortunately the Department prepared for this and had a "Three Week Basic Class" ready just for me. I reported on January 17, 2007, to central office for orientation and I officially became a probationary Probation Agent. The three week class was very helpful in the growth of my understanding of what an Agent does and how this Department functions. When you walk into orientation, they give you a giant notebook big enough to raise your car so you can change your tire, then you are told that you will learn it all in three weeks. After they give you the book, they take your picture. Of course, in the picture you have a grimace on your face from straining to hold the book, and that picture goes on your ID tag for a long time. Then you hear about CFTS (Credit for Time Served), HVPRs (Home Visit Progress Reports), OVPRs (Office Visit Progress Reports), AIC (Agent in Charge), TL (Team Leader), PSE (Public Service Employment), PEP (Parole Employment Program), SAC (Substance Abuse Counseling), RADT (Random Alcohol and Drug Tests), COC (Clerk of Court), DACOR (Department Administered Court Ordered Restitution), 1182s (Form 1182 - Notice of Violation and Response), 1106s (Form 1106 - Violation Report), 1105s (Form 1105 - NCIC Entry or Removal), and Forms 9's and you start to wonder what you have gotten yourself into. Ms. Brittany Burton in the Training Compliance & Professional Development section was very helpful as were the many Agents who taught the classes those three weeks. With each teacher who came there was new style and per-

sonality. My favorite teacher was definitely Mitchell Ray, my AIC. After the three week class, I was even more excited and felt ready to take on this new job.

I returned to my beloved county of Aiken and started my OJT (On the Job Training), another abbreviation. I was waiting for an FTO (Field Training Officer) to drive me in the car and roll the window down and say "You smell that? That's the streets.", like in the movie *Training Day*. Instead, I got another book and I could not believe it was possible, but it was more mountainous than the first book.

Then came the words that sent shivers down my spine, "start reading." Fortunately, at least in Aiken County, they break it up and let you practice what you are reading. This was very helpful because not only did it break up the reading, but it reinforced everything you learned from your reading, which reinforced what you learned during the three week class.

All the knowledge from the three week class which I thought I had forgotten started to come back as we went through policy after policy. Eventually, after everyone accepted the fact that I was a music major, I started to fit in around the office. They even trusted me to do many of the tasks that the real Agents do, such as drug testing offenders and doing the intake process on new offenders.

The Agents and Supervisors in Aiken made it very easy to work with them and to learn the job. Team Aiken, as we call it, is very much a team. They pull together and help one another out and no Agent is left behind, just like in the Marines. They showed great patience with me as I learned this new field of law and said things like "it's condition number 4" instead of "it's in the key of F."

Then came the day for the lovely CJA (Criminal Justice Academy) for BLE (Basic Law Enforcement training), yes, more abbreviations. While there I learned more about laws and police work than I thought there was to learn. After hearing about CDV (Criminal Domestic Violence), CSC (Criminal Sexual Conduct), ABHAN (Assault and Battery of a High and Aggravated Nature), ABWIK (Assault and

Battery With Intent to Kill), PWID (Possession With Intent to Distribute), DOC (Disorderly Conduct) etc., I learned a key thing about law enforcement and that is to abbreviate everything you say. This way no one knows what you are talking about but it sounds cool.

At the academy, it was waking up before the birds or the sun and then staying up late studying to make sure you do not flunk out on the tests each Friday. "Hardcore 504" as my class became affectionately known, is reportedly the best class to ever graduate from the academy, at least that is what we told ourselves. Nine weeks with more huge books and more knowledge than you knew what to do with and then they give you that treasured item, a badge. Now I was the real deal!

I came back from the CJA and discovered all the things that I had forgotten in regards to probation and parole while I was cramming all the little laws in my brain that I knew my friends would want to know later. I was among the few and the proud to leave and then come back to a completely new computer program: OMS, yes, another abbreviation. However the ITSS personnel did a wonderful job, so it was not too hard to figure out the differences between OIS (Offender Information System) and OMS (Offender Management System) and it was not long before I picked things back up. I must admit, however, there was a new Agent going through his OJT and his office is across the hall from mine. I frequently said, "How do you do this again?" and he would come show me. Thanks David Little.

It seemed like a lot of training at the time, but really when you think about it, there could never be enough training for this job. Overall what really brought the whole training program together for me were the people in my office who were really willing to set aside what they were doing and help me figure out what I was doing. There is a lot to learn and I am still learning more each day. My advice for those new Agents out there, push through because there is a light at the end of the tunnel...

Lunch and Learn

By Melissa Ray, TCPD Director



With the coming new year, Training Compliance and Professional Development, is excited to bring you an exciting new training opportunity. Bring your lunch and come join us for **Lunch and Learn**. Lunch and Learn is a training program that will be offered in each region, quarterly, to employees during their lunch hour. The training course will last no more than 45 - 60 minutes and participants will be given one hour of training credit. This optional training program will inspire employees and cover issues or initiatives that will enhance your professional growth. Lunch and Learn is a way to get more training done by making the lunch hour a multi-task function. Topics will be chosen based on current events or needs. We are also open to exploring the talents of our employees. Suggestions/requests are welcome. To register for Lunch and Learn, please e-mail Jackie Baker at jbaker@ppp.state.sc.us or Lavenia Simmons at lsimmons@ppp.state.sc.us in TCPD.

Upcoming topics and training locations will be announced through TAMI.

Our first topic is entitled: **“Don’t Shoot the Messenger” - Common Workplace Courtesies that Reduce Tension and Lower Stress**. Below is the schedule for our first program:

- January 29th: Spartanburg Technical College Terhune Student Services Building
- February 19th: Greenwood County SCDPPPS Office
- March 13th: Berkeley County Emergency Services Training Facility, Room #1
- March 20th: Central Office, 5th Floor Training Room

Come bring your lunch and join us!



HALLOWEEN CURFEW

AIC Gerald Black is interviewed about Anderson County’s Halloween regulations. This year, all of their sex offenders were required to report to the office during the curfew hours and remain there until the curfew ended. WSPA (Spartanburg) conducted a live broadcast outside of the Anderson County office to begin the 6 o’clock news on Halloween night. A total of five TV stories were done on the event and a live phone interview with the BBC. The event made CNN’s Top Ten Stories of the day.



STAFF PROMOTIONS

Carol Woodard
Director of Victim Services



Carol began her career with State government in April 1982. She has held various positions within SCDPPPS, including positions in the Director’s Office, Field Operations, and Human Resources. Carol received a Bachelor’s Degree in Human Resource Management from Southern Wesleyan University. She is currently pursuing a Master’s Degree of Divinity at Oral Roberts University.

Chad Beard
Agent-in-Charge Georgetown County



Chad has been with the Department for over seven years. He has held several positions, including Agent, Team Leader, and Acting Agent-In-Charge of Darlington and Dillon counties. Chad brings a wealth of knowledge and experience to the Georgetown office.



2007 SC Criminal Justice Training Conference

The South Carolina Probation and Parole Association (SCPPA) and the South Carolina Correctional Association (SCCA) co-sponsored and presented the 2007 South Carolina Criminal Justice Training Conference in North Myrtle Beach in early November. Nearly 300 criminal justice professionals participated in this year's training event which included plenary sessions, workshops, an annual awards dinner and many extracurricular networking opportunities. Deon Wilform (Interstate Compact) and Ken Wagner (Executive Programs) captured some conference highlights in photos below.



Conference Coordinator Rhonda Grant (Executive Programs) chats with Dan Sease (SCDC, retired) after the opening ceremony.



Dr. Andrew Sorensen (University of South Carolina President and Keynote Speaker during the 2007 SC Criminal Justice Training Conference Awards Dinner) with Gwen Bright, Director of Parole Board Support Services (and Conference Awards Committee Chairperson).



Director Glover and SPCPA President Liz Carpenter chat during a break in the conference program.

Dr. Angela Coleman shares some insights with AICs during their meeting at the Training Conference.



Loretta Goodwin's (Executive Office) bright smile greeted conference attendees at the Registration Desk.

Steven Bracey	Parole Support
Ra'Shad Brown	Chester
Lashunda Corley	Fiscal Mgmt.
Adam Davis	Anderson
Gail Donaldson	Charleston
Rhonda Elliot	Horry
Veronica Gist	Pickens
Cordelia Glover	Victim Services
James Graham	Anderson
Christian Hines	Richland
Kerri Legette	Aiken
Angela Levy	Sumter
Kathleen Mallard	Sumter
Marc McCarson	Lexington
Tyson Milhouse	Barnwell



Millicent Mitchell	Internal Audit
Annie Murray	SRC
Allan Norfus	Greenville
Crystal Owens	Richland
Matthew Pequenat	Beaufort
Andrea Reese	FIOS
Michelle Rice	Orangeburg
Eugene Rodillo	Richland
Brian Scales	Horry
Brett Schoem	Charleston
Thomas Smith	Greenville
Antiwan Thomas	Colleton
Shawn Vile	Greenville
Leeann Webb	Charleston
Millicent Williamson	Greenville

Cherokee County Office Thrives Through Cooperation

By Kevin Rhodes, Agent In Charge

We work very closely with local agencies and offices including the Magistrate's, Sheriff's, and Clerk's Offices. It is impossible to be successful without having good working relationships with those around you and we are truly blessed to have such hardworking people here in Cherokee County. To that end, we focus on teamwork and are active in keeping open lines of communication.

The magistrate judges welcome our input regarding bond hearings. They do a great job of setting fair bonds while ensuring public safety and that the defendant appears for the hearing. They are also available and provide direction regarding other issues such as GPS tracking case violations. Since this is a new program responsibility for our department, the judges and our Agents have been in communication regarding the violation and hearing proceedings. "We communicate better in this county than any other county in the state," boasts Cherokee County Chief Magistrate Bart Howell. "It's kind of unique. We're non-traditional; we don't protect our turf. We're here to protect the citizens of Cherokee County."



In front of the Cherokee County Law Enforcement Center are AIC Kevin Rhodes, HSS Beth Bradley and Agent Todd Panther.

The Sheriff's Office and our Department have a long tradition of working well together. We share resources and information. The warrant deputies assist us greatly in serving process and performing transport duties. There have been many occasions where our warrants were served by the Sheriff's Office. They also have assisted in providing bloodhound tracking teams when offenders with warrants have evaded arrest. Further, the Sheriff has allowed our Agents to participate in

training activities. Last May, Agents from several Region 2 counties participated in Rapid Deployment/Active Shooter Training conducted at Gaffney High School. This training focused on how to combat a Columbine High School-type scenario. The Cherokee County Metro Narcotics Unit also assists us by providing information on our offenders' community behavior and recent arrests.



Posing with AIC Rhodes are Brandy McBee (Clerk of Court), Terri Jolly (Deputy Clerk).

We could not do our job without access and assistance to records and other court documents. Cherokee County Clerk Brandy McBee, Deputy Clerk Terri Jolly and the other staff are always available and willing to assist us in obtaining records, providing information, and updating/posting monetary collections. Ms. McBee has also assisted and provided advice regarding cases needing the issuance of bench warrants and pick-up orders. The Clerk's Office will email or call our office if a trial breaks down and pleas are to begin. This allows for the best use of an Agent's time by being able to leave the courtroom during proceedings and still have the needed coverage.

We have arranged for the sex offender treatment provider to conduct sessions in our county office on Thursdays evenings. Prior to this, our offenders had to travel to Spartanburg county for treatment. Sex offender Agent Tammy Phillips works very closely with the treatment provider, which is paramount in the containment approach to supervision. She and the counselor discuss cases before and after each treatment session to ensure compliance and address any issues. Other examples of working with local agencies include Team Leader Tim Bright and me attending the annual fund

raising dinner for the Harbor of Hope Rescue Mission, our main referral source for homeless offenders.

We have a close working relationship with our local Vocational Rehabilitation Office. They assist unemployed offenders and are an in-patient substance abuse counseling referral source. The local counselor conducts regular visits to our office. This allows for direct communication regarding offender compliance and delivery of services. At this year's annual appreciation luncheon, we received the 2007 VR Referral Partner Award.

Our staff also works closely with Cherokee County Commission on Alcohol and Drug Abuse (CCCADA). We have a very open line of communication with counselors. We share information in quarterly meetings, fax compliance updates, and weekly phone calls. CCCADA is our main referral source.

Our office has worked out an agreement with the local paper to run our Most Wanted offenders when needed.

The Cherokee county staff is also busy giving back to the community. Some of the ways are:

- ◆ Presentations to local schools;
- ◆ Assisted the SC Highway Patrol in conducting road checkpoints in July;
- ◆ Assisted in the Special Olympics;
- ◆ HSS Beth Bradley is active in the Cherokee Historical and Preservation Society as well as the Alumni Board of Limestone College;
- ◆ HSS Brenda Jolly participates in "shoe boxes" for children at Christmas-time;
- ◆ Agent Deanna Simon provides Spanish translation for CCCADA, VR, Sheriff's Office, judges, and police departments.



AIC Rhodes is joined by Chief Magistrate Bart Howell and Magistrate Frank Crocker.

AGENT BASIC CLASS GRADUATES



Graduating from the September 14th Agent Basic Class (in alphabetical order) were: Aaron Adams, York; Jose Alvarez, Charleston; Eric Ashburn, York; Susan Brace, Berkeley; Kenneth Clarke, Greenville; Sandy Coney, Greenwood; Michael Cooper, Charleston; Marcus Denard, Richland; William Fordham, Richland; Jeremy Goodman, Greenwood; Ashley Graham, Richland; Michael Haworth, Richland; Michael Jordan, York; Brandi Patterson, Anderson Kyle Radford, Aiken; Vanessa Simmons, Charleston; Travis Smith, Pickens; Troy Smith, Richland; Amy Sprinkle, Greenville; Johnny Thrower, Orangeburg; Krystal White, Anderson; Kenneth Wright, Calhoun.

Adding Some S.P.I.C.E. to Inmates' Lives

By George Whitehead, Program Manager



The S.P.I.C.E. (Self-Paced in Class Education) Program allows offenders to reintegrate back into society where they can reconnect with loved ones and become productive law abiding citizens. The program encompasses training in life skills as well as spiritual, vocational and physical activities for each participant. As of November 2007, the SPICE Program has been very successful in graduating 237 offenders from the following South

Carolina Department of Corrections facilities:

Tyger River, Leath and Lieber. The S.P.I.C.E. Program continues to make great strides in assisting offenders with vocational and employment training. The program is always in need of committed sponsors and mentors.

The Agents that supervise these offenders take great pleasure in making the success of this program a top priority within our Department and continue to be dedicated to the success of this crucial initiative. To obtain further information regarding this program, please contact me at 803-734-9214 or via e-mail at GWhitehead@ppp.state.sc.us.

First Ladies' Walk...Steps Against Breast Cancer

Staff from PPP participated, along with 12,000 others, in the 2007 First Ladies Walk For Life on Saturday, October 6th, in Columbia, SC. Jackie Smith led the team from PPP. Participants included (from left) Eston and Ann Clarke, Sonya Garland, Cathy Foust, Ken Wagner, Rebecca Raybon, and Jackie Smith. Also walking were Rhonda Grant, Sandra McCray, Deon Wilform and Teresa Knox (not pictured).





Side Effect or Allergy?

by Arnise Moultrie
Office fo Executive Programs

It has been a little over a year since I woke up in the middle of the night to get a drink of water because my mouth was extremely dry. When I looked in my bathroom mirror, I noticed that my tongue seemed a little large. Since I have suffered from allergies all my life, I thought I was having an allergic reaction to the sushi I had that day or that I must I had been bitten by the spider I had seen earlier that night. At the emergency room, I learned that my tongue had swollen to three times its normal size and was blocking my airway. I had developed Angioedema: the swelling of the neck, face and tongue that could be fatal if it obstructs breathing. I underwent an emergency tracheostomy to help me breathe.

My condition was not an allergic reaction, but a rare side effect of the ACE inhibitor Lisinopril that was prescribed to treat Hypertension, commonly referred to as high blood pressure. I had been taking this drug for over two years, without incident. None of my doctors or my pharmacist could explain why it took so long for the reaction; only that nearly 8% of patients taking Lisinopril develop Angioedema and of that, less than 1% of the cases are fatal.

Hypertension is a medical condition in which the blood pressure is chronically elevated. Persistent hypertension is one of the risk factors for strokes, heart attacks, heart failure and is a leading cause of chronic renal failure.

ACE inhibitors are used for controlling blood pressure, treating heart failure and preventing kidney damage in people with hypertension or diabetes. They can benefit patients who have had heart attacks. ACE inhibitors also lower the amount of salt and water in your body, which also helps to lower your blood pressure.

ACE inhibitors are relatively well-tolerated by most individuals. Nevertheless, they are not free of side effects: dry cough - more frequent in women, confusion, irregular heartbeat, nervousness, difficult breathing and weakness or heaviness of legs.

The more serious, but rare, side effects of ACE inhibitors are kidney failure, allergic reactions, a decrease in white blood cells, and the most fatal, Angioedema. Just my luck!

The following is a partial list of brand names of ACE inhibitors prescribed in the United States: Accupril, Aceon, Altace, Capoten, Lisinopril, Lotensin, Mavik, Monopril, Prinivil, Prinzide, Univasc, Vaseretic, Vasotec, Zestoretic and Zestril.

It is very important to know the possible side effects of any prescribed or over-the-counter (OTC) medications you take. Pharmacies in the United States are required to provide patients with a list of indications and known side effects in writing. The Food and Drug Administration has strict guidelines on warning protocols for OTC medications. Be sure to read the labels and enclosures before taking any medications.

Sources:

MedlinePlus: www.nlm.nih.gov/medlineplus

Wikipedia, the Free Encyclopedia: <http://en.wikipedia.org>

Dr. Tan Platt, USC Specialty Clinics - Division of Family Medicine

PPPnet is Evolving

by Erik Murrah, ITSS



PPPnet was launched in early 2007 as the agency's first Intranet initiative. Since its humble beginnings, the Intranet has become home to more and more agency resources and will continue to grow in the future.



What began as an idea to become a front-facing document repository for employees, has evolved into a home for agency resources and materials. Currently, PPPnet houses all current agency forms & templates, a "Useful Links" page with many valuable resources, access to an agency spyware scanner and cleaner, an interactive county phonebook, updated 2007/2008 agency training catalogues, upcoming OMS changes and change request information, interactive OMS tips and instructions as well as movies on how to perform OMS functions, an Agency-wide calendar and more. In the very near future PPPnet will become the portal for the Department's "White Paper" project which will seek to compartmentalize information about key PPP initiatives into a concise format. When the

program is launched, PPPnet will

become the repository and distribution mechanism for all of this new material.

We are pleased with the success of PPPnet thus far, but are not content to rest on our laurels. We are excited about the possibility of future expansion and new innovations. As long as web technology continues to evolve, our agency's Intranet will as well.

In order to ensure timely expansion and continued evolution of PPPnet, we will need help from you. If you have an idea for what features you would like to see added to PPPnet, please let us know. Email your suggestions to helpdesk@ppp.state.sc.us.



PPP Agent Badging Ceremonies

OCTOBER 26TH - Graduating from the Criminal Justice Academy were: Don Batson, Greenville; Kristin Griebe, Dorchester; (Deputy Director for Field Operations, Jeff Cogdill) James Manley, Oconee; and Matthew Schmitt, Colleton.



Greenville Agent Caleb D. Gamble received the Marksmanship Award as the graduate of the September 14th Criminal Justice Academy Basic Law Enforcement class with the highest marksmanship scores.

OCTOBER 5TH Graduating from the Criminal Justice Academy and receiving her PPP Badge was Jenny Whiteside, assigned to Chester County. Joining Agent Whiteside are Deputy Director Jeff Cogdil and Regional Director Cliff Howle.



SEPTEMBER 14TH - Five Agents graduated from the nine-week Criminal Justice Academy and received their badges. They are (from left): Toyya L. Gunter, Richland County; Leroy Boyd, Berkeley; Nyle J. Elzroth, Jasper; (Deputy Director Jeff Cogdill); Caleb D. Gamble, Greenville; and William S. Powell III, Berkeley.

Achieving Fitness On A Budget

Submitted by the Human Resources Office

You don't necessarily need special equipment for a cardiovascular workout. With a little foresight, activities you take for granted can become part of your exercise routine.

Step it up. Take a brisk walk every day, whether it's a path through your neighborhood or laps in a local mall. Take the stairs instead of the elevator or make a full workout of climbing the stairs. Sneak in extra steps whenever you can by parking farther away from your destination.

Make a workout of household chores. Mow the lawn, weed the garden, rake the leaves or shovel the snow. Even indoor activities such as vacuuming and scrubbing count as a workout if you increase your heart rate.

Join in the fun. If you have children, don't just watch them play. Join them for a game of tag or kickball. Walk them to the park. Dance. Take a family bike ride.

Dumbbells. Dumbbells are small, hand-held weights that you can use to strengthen your upper body. They're available in many sizes.

Resistance bands. These stretchy cords or tubes offer weight-like resistance when you pull on them. Use the bands to build strength in your arms and other muscles. Choose from varying degrees of resistance, depending on your fitness level.

Jump-ropes. Skipping rope can be a great cardiovascular workout.

Exercise videos. Pick a video that matches your current fitness level so that you don't get discouraged by exercises that are too hard or too easy. If you can, borrow the video from your library first or rent a copy to see if you like it. Make sure a certified fitness instructor endorses the video.

If you'd rather not spend a penny on exercise equipment, use ordinary household items for various upper and lower body exercises.

Canned goods. Many canned goods can serve double duty as hand weights.

Milk or water jugs. Fill empty milk or water jugs with water or sand and secure the tops with duct tape. To adjust the weights as your fitness level changes, simply add more water or sand. If you wonder how much weight you're lifting, simply weigh the jug on your household scale.

Potatoes. A 5- or 10-pound bag of potatoes can provide added resistance for various exercises.

Even a low, sturdy step stool can become exercise equipment if you use it for step training, an aerobic exercise resembling stair climbing. Concentrate on your fitness goals — and how to achieve them without breaking your budget.

Source: *Prevention Partners November 2007 Fitness Article*

Spotlight on the Public Service Employment (PSE) Program

By Angie Salley, PSE Program Coordinator

The Department is taking steps to review and update the PSE Program. PSE remains a vital sentencing option for Judges and the Parole Board. Agents and Supervisors continue to use PSE as a punitive response to a violation of supervision. Supervision fee arrearage and Electronic Monitoring fee arrearage may be converted to PSE if an offender is experiencing financial difficulties.

Recently, Human Resources staff members Hattie Halsey and Monica Hall met with me and Warren Farray of the SC State Accident Fund, to review the current list of workers compensation codes the Department uses for PSE purposes. The worker's compensation codes are necessary to ensure that we have coverage for offenders performing PSE. The codes had not been updated for sometime, and many of the codes currently used by the PSE Program were found to be outdated for worker's compensation needs.

Over the next few months the PSE coordinators of each county office, along with Jonathan Howell and me will be reviewing every active worksite to ensure it has an appropriate worker's compensation code. Also, the federal minimum wage has increased from \$5.15 to \$5.85 as of July 24, 2007 and will increase to \$6.55 on July 24, 2008 and then to \$7.25 on July 24, 2009. The Department's current supervision fee conversion rate is \$5.00. Efforts are being made to incorporate the increase into Department policy. If anyone has any questions about the PSE Program, please contact me – Angie Salley @ 803-734-9041.

Upcoming Events

By Jodi Gallman, Director of Community Affairs



DECEMBER

December is *National Drunk and Drugged Prevention Month*. Help to make this upcoming holiday season a safe one – don't let friends and loved ones drive while impaired.

This is *also National Safe Toys and Gifts Month*. The Department encourages all employees to make responsible decisions and screen your gifts carefully for a safe and healthy holiday.

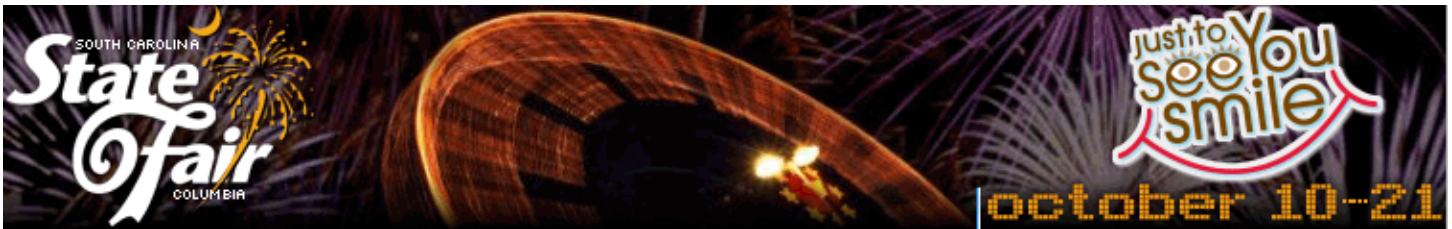
JANUARY

January is *National Blood Donor Month*. The Department will again participate in donating blood to save lives. Our first of three blood drives at the Central Office will begin on January 8, 2008.

The *National Mentoring Initiative* is also celebrated during January. As we focus on the need to recruit more mentors, it is also the time to recognize and thank our current mentors.

FEBRUARY

PPP joins in the fight against heart disease and stroke during *American Heart Month*. Recognizing the signs and symptoms is the first step toward reducing risk. Show your support by wearing red on February 1, 2008 – *National Wear Red Day*.



The South Carolina State Fair returned to Columbia on October 10th and culminated on October 21st. Department employees volunteered to staff our booth where they shared information about the agency's mission and programs. Many thanks to all our volunteers!!

Several PPP employees from the Information Technology section spent their lunch hour at the SC State Fair to enjoy the unique food you can get only once a year.



PPP Director Sam Glover (right) and Director of Community Affairs Jodi Gallman visit the PPP booth at the State Fair. Volunteering at the booth was Lexington County Agent Crystal Boyd. The booth featured information about the Department, including employment opportunities, offender programs, community endeavors and a detailed PowerPoint presentation.



PPP 2007 State Fair Volunteers

- | | |
|------------------------|------------------------|
| James Black | Laurens County |
| Crystal Boyd | Lexington County |
| Lewis Brown | Kershaw County |
| Lacey Busbee | FIOS |
| Demond Davis | Fairfield County |
| Matthew Deas | Oconee County |
| Dedra Dickson-Phillips | Edgefield County |
| Tiffany Dye | Sumter County |
| Janeice Evans | GPS Operations Center |
| Cathy Foust | Field Support Programs |
| Jodi Gallman | Community Affairs |
| Loretta Goodwin | Executive Office |
| Chris Harris | Interstate Compact |
| Jonathan Howell | Field Support Programs |
| Wesley Hunter | Aiken County |
| Kevin Kelley | Fairfield County |
| Paige Mathias | Field Support Programs |
| Lisa McGill | Field Support Programs |
| Allison McKellar | Interstate Compact |
| Scott Norton | Field Support Programs |
| Pete O'Boyle | Public Information |
| Nijuko Odom | GPS Operations Center |
| Tiffany Phillips | Fairfield County |
| Rebecca Raybon | Field Support Programs |
| Don Rentiers | Lexington County |
| Jesse Rosier | GPS Operations Center |
| Angie Salley | Field Support Programs |
| Greg Stewart | Greenville County |
| Dan Snipes | Anderson County |
| William Sumter | Sumter County |
| Miranda Ware | Greenville County |
| Carol Woodard | Victim Services |
| George Whitehead | Community Affairs |

Lunch Buddies: A Recipe for Success

By Jodi Gallman (Community Affairs) and
Loretta Goodwin (Executive Office)

In conjunction with the National Association of Blacks in Criminal Justice under the Presidency of Thomas Scott (Residential Services), PPP began the "Lunch Buddies" initiative in 1995 at A.C. Moore Elementary School in Columbia. Staff members from Central Office and the Richland County office participated in this endeavor. This joint venture began a partnership that continues today.

A Lunch Buddy is a role model, a motivator, a communicator, but most of all a good listener. Lunch buddies commit two hours of their time each month to enrich the students' school experience through a lunch and learn approach. The student and Lunch Buddy are matched at the beginning of the school year and remain together until the student graduates or leaves the school. This interpersonal relationship allows the students to build their self esteem, social skills and academic achievements.

Finally, as a Lunch Buddy, you are another supportive and positive influence in children's lives that inspires and broadens their knowledge base for understanding the importance of making good choices. Lunch Buddies are key stakeholders in our children's success. You too, can become a Lunch Buddy!

CELL PHONE USE

- Department cell phones are provided for necessary, official Department business purposes only.
- Employees will be responsible for the safekeeping, care and custody of the cell phone assigned to them.
- Cell phones are Agency property and are to be returned to the responsible department when employees separate from the Agency or no longer require use of the cell phone.
- Cell phone numbers are owned by the Department and cannot be transferred to private ownership.
- If a question should arise, employees are responsible for reviewing the call detail report for their assigned Agency phone and reimbursement for excessive personal calls will be required if applicable.



CELL PHONE TIPS

- Text Messaging should only be used for business purposes (i.e. relaying urgent information when cell phone is not to be used, obtaining 411-Information, relaying emergency deployment information, etc.)
- Do not use 411-Directory Assistance Information unless it is absolutely necessary.
- Alternative ways for obtaining 411-Directory Assistance Information
 - Dial 1-800-FREE411
 - GOOGLE TEXT-46645
 - Instructions: Save the number 46645 as a contact. Send a text to this contact. For example, you can type "Wal-Mart. Lexington, SC" and it will send you a text message with the address and number for the listing. You may need to put in the address in your request to get the correct person when looking up an individual.



THE INFORMER

South Carolina Department of Probation, Parole & Pardon Services

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The Honorable Mark Sanford
Governor

Samuel B. Glover
Director

Rhonda Grant
Director, Executive Programs
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.

AGENCY MOTTO

PREPARE, PROVIDE AND PROTECT