

MEMORANDUM

TO: Les Boles, Director
Office of State Budget

FROM: William D. Bilton, Executive Director

RE: FY 1999-2000 Accountability Report Letter of Transmittal

DATE: October 20, 2000

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Please accept the following letter of transmittal of the FY1999-2000 Accountability Report for the SC Commission on Prosecution Coordination. Should you have questions regarding this report please contact:

The Honorable Donald V. Myers, Chairman
Solicitor, Eleventh Judicial Circuit
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Lexington, South Carolina 29072
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William D. Bilton, Executive Director
SC Commission on Prosecution Coordination
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The Commission is governed by Sections 1-7-910 through 1-7-1000 of the South Carolina Code of Laws. The Commission is composed of the Chairmen of the Senate and House Judiciary Committees or their legislative designees, the Chief of the SC Law Enforcement Division, the Director of the Department of Public Safety, a director of a Judicial Circuit Pre-Trial Intervention Program, a Judicial Circuit Victim-Witness Assistance Advocate, and five Judicial Circuit Solicitors appointed by the Governor.

The primary clientele served by this agency are the sixteen Judicial Circuit Solicitors, the

deputy solicitors and assistant solicitors throughout the State, the sixteen Judicial Circuit
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Victim/Witness Assistance Advocates and their programs, the Pretrial Intervention programs representing the forty-six (46) counties of this State, and those Solicitor-based investigators.

The Commission has the following duties:

1. Coordinate all administrative functions of the offices of the Solicitors and any affiliate services operated by the Solicitors;
2. Submit the budgets of the Solicitors and their affiliate services to the General Assembly;
3. Encourage and develop legal education programs and training programs for Solicitors and their affiliate services, organize and provide seminars to help increase the effectiveness and efficiency of the prosecution of criminal cases in this State, and act as a clearinghouse and distribution source for publications involving Solicitors and their affiliate services and provide legal updates on matters of law affecting the prosecution of cases in this State; and
4. Provide blank indictments for the Circuit Solicitors.

The Commission determined that these statutory duties proscribe the agency's mission and objectives. It is against these statutory requirements that the agency measures its performance.

Enclosure

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"FY 1999-2000 Accountability Report"

I. TRANSMITTAL MESSAGE (*See attachment*)

II. EXECUTIVE SUMMARY

The SC Commission on Prosecution Coordination Accountability Report for FY 1999-2000 contains the following categories: mission statement, leadership system, customer focus and satisfaction, and description for programs. These categories enable the agency to achieve the statutory duties of the agency, and the purposes for which it was created. The Commission was created to coordinate all activities involving the prosecution of criminal cases in this State. The increase of criminal cases in both the General Sessions and Family Courts challenge the agency in fulfilling its statutory obligations. Those objectives are accomplished and cited by the key performance indicators of the report.

III. MISSION STATEMENT

The SC Commission on Prosecution Coordination (SCCPC) coordinates all administrative functions of the offices of the solicitors and affiliate services to include submission of the budgets; developing and providing both legal education and training programs; serving as a clearinghouse and distribution source for publications involving solicitors and affiliate services; provide blank indictments; and, assists the solicitors in establishing and maintaining a pretrial intervention program in each judicial circuit.

IV. LEADERSHIP SYSTEM

The Commission is governed by Sections 1-7-910 through 1-7-1000 of the South Carolina Code of Laws. The Commission is composed of the Chairmen of the Senate and House Judiciary Committees or their legislative designees, the Chief of the SC Law Enforcement Division, the Director of the Department of Public Safety, a director of a Judicial Circuit Pre-Trial Intervention Program, a Judicial Circuit Victim-Witness Assistance Advocate, and five Judicial Circuit Solicitors appointed by the Governor.

V. CUSTOMER FOCUS AND SATISFACTION

The primary clientele served by this agency are the sixteen Judicial Circuit Solicitors, the deputy solicitors and assistant solicitors throughout the State, the sixteen (16) Judicial Circuit Victim/Witness Assistance Advocates and their programs, the Pretrial Intervention programs representing the forty-six (46) counties of this State, and those Solicitor-based investigators.

The Commission has the following duties:

1. Coordinate all administrative functions of the offices of the Solicitors and any affiliate services operating in conjunction with the Solicitors' offices;
2. Submit the budgets of the Solicitors and their affiliate services to the General Assembly;
3. Encourage and develop legal education programs and training programs for Solicitors and their affiliate services, organize and provide seminars to help increase the effectiveness and efficiency of the prosecution of criminal cases in this State, and act as a clearinghouse and distribution source for publications involving Solicitors and their affiliate services and provide legal updates on matters of law affecting the prosecution of cases in this State; and
4. Provide blank indictments for the Circuit Solicitors

VI. OTHER PERFORMANCE EXCELLENCE CRITERIA

A. Information Technology: The SC Commission on Prosecution Coordination recognizes South Carolina's need for a statewide automated juvenile and criminal justice information management system and the importance of maintaining the support of such system. Currently, the Commission is working with other agencies to design and architecture a case management system for prosecutors in Family Court and General Sessions Court.

B. Child Abuse Prosecution Unit: Within the Commission is the Child Abuse Prosecution Unit composed of an experienced Child Abuse Attorney Specialist who prosecutes cases involving traumatized child victims in rural districts/regions where resources are limited. A Child Victim/Witness Assistance Advocate assists the Child Abuse Attorney Specialist by performing certain advocacy duties.

(1) FY 1999-2000 Case Volume and Information:

New Cases:	32
Pending Cases:	20
Total number of Victims Served	112
Child Victims of Sexual Abuse	45
Adult Survivors of Child Sexual Abuse	15
Adult of Criminal Domestic Violence	1
Victims of Parents or Legal Guardians of these Victims	51

(2) Training and Resource Materials:

October 6, 1999 Back to the Basics Attendees; prosecutors, investigators and victim/witness advocates
March 30-31, 2000 Investigation and Prosecution of Child Homicide Cases
Attendees: prosecutors, law enforcement and coroners

C. State Office of Pretrial Intervention: Within the Commission is the State Office of Pretrial Intervention whose responsibility is to assist the Solicitor in each judicial circuit in establishing and maintaining a pretrial intervention program. The State Coordinator and such staff is necessary to assist in the implementation of the provisions of SC Code Sections 17-22-10 through 17-22-170.

(1) Calendar Year 1998 Case Volume and Information:

Applications	10,665
Accepted	9,294
Pending Acceptance	166
Rejected	1,183
Pending Completion	801
Successfully Completed	7,480
Unsuccessfully Completed	1,755

Total Community Service Hours	310,538
Total Restitution Paid to Victims	\$1,381,787.19
Total Cases with Restitution	7,159

Number of Applications of Magistrate Cases	2,881
Number of Applications of Municipal Cases	2,867
Number of Applications of General Sessions Cases	5,130

(2) Training and Resource Materials :

August 6, 1999 SC Commission on Prosecution Coordination Pretrial Intervention Handbook
October 6, 1999 “Nuts and Bolts” Attendees: local and state pretrial intervention staff
May 17, 2000 New Hire Training Attendees: local and state pretrial intervention staff

VII. DESCRIPTION FOR PROGRAMS

Program: Administration

Program Rank: 1 of 2

Program Cost: \$10,400,529 (\$9,300,458 *recurring*)
(\$1,100,071 *nonrecurring*)

Program Goal:

The SC Commission on Prosecution Coordination (SCCPC) coordinates all administrative functions of the offices of the solicitors and affiliate services to include submission of the budgets, developing and providing both legal education and training programs, and serving as a clearinghouse and distribution source for publications involving Solicitors and affiliate services, provide blank indictments, and assists the Solicitors in establishing and maintaining a pretrial intervention program in each judicial circuit.

Program Objectives:

- to provide legal education programs and training programs for solicitors and their affiliate services;
- to provide blank indictments to the sixteen Judicial Circuit Solicitors;
- to provide legal updates as it relates to the office of solicitor;
- to provide criminal history data to the Pretrial Intervention Programs across the state;
- to aid the Solicitors in addressing the burgeoning caseloads in the state;
- to submit the budgets of the Solicitors and their affiliate services to the General Assembly;
- to provide a special prosecutor to handle sensitive cases involving crimes of child abuse and sexual assault.

Program Results - Key Performance Indicators:

- legal education seminars for the prosecutors of this state as well as training programs for affiliate services are organized and scheduled annually;
- blank indictments are provided the office of the solicitor upon request;
- news summaries, legal and legislative updates are provided weekly during the Legislative Session; otherwise, bi-monthly with information as it relates to the office of the solicitor;
- the office of solicitor is provided essential data and computerized information (RAP SHEETS and Prior Participation) on a pretrial applicant;
- additional prosecutors and support staff have been hired who are diligent in their efforts in handling the burgeoning caseloads in both General Sessions and Family Court.
- resources are made available for victims in cases that involve crimes against children in the area of child abuse and sexual assault by the special prosecutors and the victim/witness assistance advocate.