



LYN HEAD
Chairman of the Board

CLIFF WALKER
Associate Member

DWAYNE SPURLOCK
Associate Member

STATE OF ALABAMA
BOARD OF PARDONS AND PAROLES
Justice Center
301 South Ripley, Building D
P. O. Box 302405
Montgomery, Alabama 36130-2405
(334) 242-8700 FAX: (334)
www.pardons.state.al.us

March 20, 2019



EDDIE COOK, JR.
Executive Director

DARRELL MORGAN
Assistant Executive Director

SARAH STILL
Assistant Executive Director

CHRISTOPHER NORMAN
Assistant Executive Director

The Honorable Kay Ivey, Governor
State of Alabama
State Capitol
Montgomery, AL

**RE: February Progress Report
Corrective Action Plan**

Dear Governor Ivey:

We have enhanced services to victims in several ways since our last report. Step-by-step instructions for registration to receive notice of hearings have been added to the website. A flyer, which includes notice of this update, along with a screen shot of the location of the instructions on the home page, is being created for distribution to victims and their representatives by VOCAL during Crime Victims' Week, which is April 7th through 13th. We will also send notice of this change to the Alabama District Attorneys' Association, to assist their VSO's in facilitating the registration at the local level.

Our victim unit, which now includes a sworn officer who is dedicated entirely to its management, received training involving perspectives and suggestions from a victim and victim's representative on February 25th. Their suggestions have been submitted to the board and will be accommodated, to the extent practicable. Jerald Jackson, Manager, Victim Unit, has been very busy, receiving extensive training in statues, policies, and procedures for victim and official notification, docket management, set date calculations, and rules related to high-impact victim cases, such as domestic violence. In addition, he has attended hearings, begun forming relationships with AG, DA, and VOCAL staff members, and has attended the Victim Notification System (VNS) task force meeting. Incidentally, some confusion has arisen regarding the responsibility for this task force, which ultimately falls under the leadership of ALEA, whose General Counsel, Meridith Barnes, is Chair of that Task Force.

A suggestion box and victims' survey questionnaire have been placed in the victim waiting area for hearings. We are hopeful that this measure will increase our feedback from victims to enable us to continue to enhance services to victims.

The newly-designed website has been completed, and subject to review by the board and executive management, is on schedule to go live no later than March 31st. It is hoped that this website will also enhance our services to all stakeholders, by including more information about our agency, its policies and procedures, hearing dates and cancellations, and instructions for registering for receipt of notices and for contact in the case of questions.

The Board received responses to the RFP's referenced in the last report and has learned a great deal about how an independent external consultant can assist the agency in performance with greater efficiency and with improvement of employee organization, relationships, and morale. A committee led by Assistant Executive Director Darrell Morgan reported their selection of a vendor from among the proposals and that overall, following their review of the proposals and related discussions, "the agency could not afford NOT to engage an external, independent consultant", based on the tremendous impact that the analyses and recommendations would bring to the agency. Fortunately, prior to beginning contract negotiations with their recommended vendor, we learned from Jackie Graham, Director, SPD, that they have retained a consultant capable of performing these analyses and recommendations and had done so in the past, with great success benefitting Alabama's Departments of Transportation and Education. SPD has completed the necessary paperwork and provided the consultant's information, and the Board has a telephone conference scheduled with him for March 21st.

We have received your letter, in which you have appointed Mr. Longshore to perform an investigation. I have contacted him, and each board member is scheduled to meet with him on Thursday morning, March 21st.

As promised previously, District Managers have made contact with Law Enforcement Agencies within their Districts in order to assess the status of our relationships between field offices and those agencies and to determine what efforts, if any, need to be made to improve our collaboration with them. We have learned that the vast majority of our field offices have very good relationships with local law enforcement and collaborate with them on a routine basis throughout the state. Several counties have newly-elected sheriffs and we have taken this opportunity to welcome them and to determine how we might enhance collaboration with those departments. For example, our District Managers in Jefferson County have met with Sheriff Pettway and have improved our collaboration with his office through the establishment of a new protocol to address our needs to house delinquent offenders and his needs to address jail overcrowding. They will hold any violent delinquent offender when needed and we will wait until after our parole court revocation hearings for non-violent offenders before requesting incarceration of these offenders in Jefferson County.

We continue to participate in regional task forces with the ATF and the U.S. Marshalls service. Asst. Special Agent in Charge David Hyche has thanked the agency for our collaboration to take the most dangerous armed felons out of Alabama and place them into Federal Custody. We are currently working to add an Officer to the ATF task forces in the Northern and Southern Districts of Alabama.

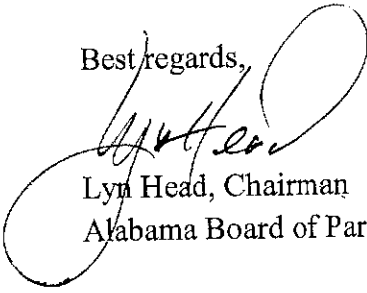
In an effort to improve efficiency of offender supervision, our Field Services and IT Divisions continue to work together to enhance OASIS (Offender Automated Supervision Investigation System). An automated email component has been added to advisory notifications of offender contact with law enforcement. Officers are receiving daily emails until the advisory notice is cleared through appropriate response to the notice. Duplicate emails are sent to senior supervisors as well. All of these back-up measures to the advisory notices are directed at ensuring the efficiency of officers, whose caseloads are much larger than they should be. Work is continuing toward the use of auto-generated emails for notices in other areas, as well. Chris Norman, Asst. Executive Director, is also seeking the assistance of the U.S. Attorney's Office in expediting notice of parole violation reports for quicker warrant service and inclusion of the Alabama Fusion Center in the enhancement of the process for notice of wanted delinquent parolees.

The training division is following the distribution of revised policy manuals with mandatory training in April for Birmingham, Mobile, Montgomery, and Huntsville. Leadership Training for all supervisory officers has been completed, with noted improvement in communication and relationships among agency employees.

The Advisory Council to ABPP met on February 28th. All members were in attendance except for ADOC Dpty. Comm'r Williams and D.A. Tom Anderson, who became unavailable unexpectedly on that date. Each member in attendance, following an advance request, iterated the most important weakness and strength of the agency, as viewed from the perspective of their role. Each presentation was following by healthy debate and discussion of possible improvements, solutions, and suggestions of ways to build on our strengths. A couple of important actions on which all members agreed: 1. Supervising officers need GPS- monitor capabilities; and 2. District Attorneys need to have and convey to victims, a better understanding of the parole setting guidelines. ABPP has already followed our last meeting with the Finance Director with a letter to the Purchasing Director, specifically addressing the purchase of GPS equipment and service. I made the commitment to compile the Guidelines Settings for Parole Hearings and to distribute them to the District Attorneys' Association.

It is hoped and expected that continued dialogue by this council will enhance stakeholder education and understanding regarding the perspectives of each of the others and the agency and board, along with improved relationships and communication for continued collaboration in each of the agency's operations.

Best regards,



Lyn Head, Chairman
Alabama Board of Pardons & Paroles