



Dutchess County Office of Probation and Community Corrections

2008 Annual Report

**William R. Steinhaus
County Executive**



**Mary Ellen Still
Director of Probation**

**William A. Fluck
Deputy Director**

**Catherine A. Lane
Deputy Director**





Director Mary Ellen Still



I am pleased to submit the 2008 Annual Report for the Office of Probation and Community Corrections. This report outlines the activities and achievements of the various units that comprise the department.

As noted in our Mission Statement, the safety of the community is our top priority. Community safety is enhanced through the “best practices” supervision strategies employed by probation officers in the department. Through the adoption of evidence-based practices that are explained in the report, recidivism is reduced and positive outcomes are achieved.

During 2008, the use of cognitive behavioral groups was expanded and an additional probation officer was trained as an Offender Workforce Development specialist. The use of groups not only maximizes our resources, but has been shown by extensive research to produce more favorable outcomes.

The J-RISC program for high-risk juveniles was fully implemented in 2008. This state funded grant project is already showing very positive results in reducing recidivism and making long-term positive changes in the youth and families who participate in the project. Restorative justice practices are being expanded in the juvenile units and benefit both the youth and victims of crime.

In 2008, a new computer system, Caseload Explorer, was fully implemented. This new system will enhance case management capabilities and ultimately assist in the daily and long-term planning and management of the department.

The department gratefully acknowledges the support of Dutchess County Executive William R. Steinhaus and the Dutchess County Legislature.

*Dutchess County Office of Probation and
Community Corrections*

Annual Report

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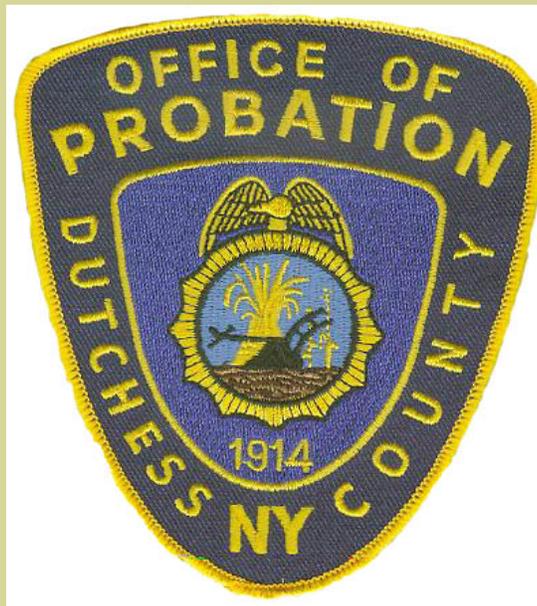
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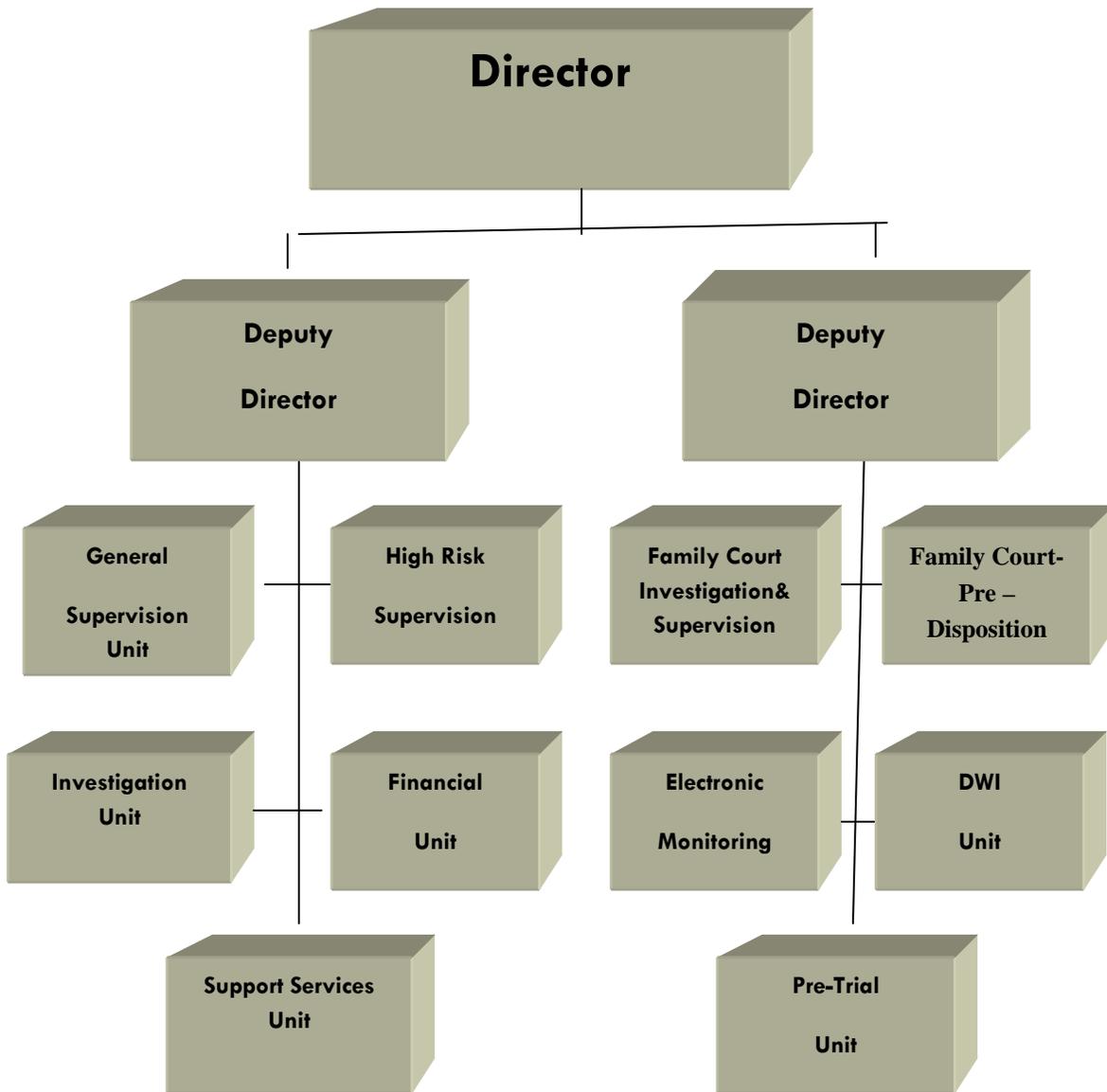
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MISSION STATEMENT

The Mission of the Dutchess County Office of Probation and Community Corrections is to protect the community through intervention in the lives of those under supervision by facilitating compliance with court orders and serving as a catalyst for positive change. We operate in collaboration with our criminal justice partners and the community. We provide services to courts, help strengthen families and give victims a voice in the justice system. We provide leadership and services in a cost effective community based setting.



Organizational Chart



Dutchess County Office of Probation and Community Corrections

County Executive
William R. Steinhaus

Director
Mary Ellen Still

Deputy Director
William A. Fluck

Deputy Director
Catherine A. Lane

Units

Family Court Supervision
Family Court Diversion
Pretrial Services
Electronic Monitoring
Investigations
High Risk Supervision
General Supervision
DWI
Financial
Support Services

Unit Administrators

Thomas Morris
Karen DeSimone
Jonathan Heller
John Kryzak
Joanne Nellis
Karen O'Connor
Jane Salese
Sandra Ackert
Peggy Milone
Karen Kotchie

Dutchess County Legislature Public Safety Committee

William McCabe, Chairman
James Doxsey, Vice Chairman

Angela Flesland
Gerry Hutchings
Barbara Jeter-Jackson





In 2008, many of the projects and initiatives conceived in the previous years have come to fruition. With the department's commitment to embrace evidence-based practices, a substantial number of probation officers were trained to become facilitators in cognitive behavioral group approaches.

Addressing criminogenic factors through the use of cognitive behavioral groups is an established best practice in criminal justice. It allows probation officers to target the thinking that leads to criminal offenses and to help change the direction of probationers' lives', thereby improving community safety by reducing recidivism.

The research behind this method is well established both nationally and locally.

Cognitive Behavioral Initiatives

G.R.E.A.T

The Gang Resistance Education and Training program (G.R.E.A.T.) has been taught by trained probation officers in the City of Poughkeepsie School District for the past several years. G.R.E.A.T. officers are certified in this curriculum through regional training centers under the administration of the federal Office of Justice Programs.

G.R.E.A.T. is a school-based classroom curriculum designed to provide life skills to students to help them avoid violence and delinquent behavior and to assist them to make positive choices. Its primary objective is prevention through the lessons presented during the 13-week sessions for middle school students.

The department has 3 probation officers trained in the G.R.E.A.T curriculum. Together, they provide 6th grade students with the knowledge and skills necessary to avoid behaviors and associations that will be harmful.

Excerpts from evaluations:

The first thing we talked about was peer pressure. I really liked talking about it because we are under peer pressure a lot in the middle school.

G.R.E.A.T. can help you see what type of communicator you are...

People have been more polite to me because I have been more polite to them.

G.R.E.A.T. also taught me how to control my actions.

When I grow up, I want to be a G.R.E.A.T. officer...and I also want to help the community.

It teaches us to stay away from drugs, alcohol, violence, gangs and crime.

Ready, Set, Work!

Research indicates that unemployment is a factor that contributes to probationer recidivism and lowers chances of success in the community. As a result, the National Institute of Corrections developed a project, the Offender Workforce Development Specialist (OWDS) Partnership, to train carefully selected participants in professional competencies that address challenges faced by offenders in obtaining employment.

This 180 hour classroom training, supplemented by e-learning and practical experience, certifies successful participants as specialists in this model. To date, two probation officers have completed the training through a collaboration between the National Institute of Corrections, the New York State Division of Probation and Correctional Alternatives and the New York State Department of Labor.

The program provides probationers with the skills necessary to find and maintain employment. It also helps to create and strengthen community partnerships that sustain employment opportunities for offenders and ex-offenders. Participating probation departments agree to have the trained probation officers serve as employment coordinators for the agency and to hold a certain number of groups,

known as Ready, Set, Work!

Probation Officers can refer probationers in need of employment to Ready, Set, Work! The probation officers facilitating the workshops provide an intensive, skill-building approach to help probationers learn how to acquire and keep a job. The response from participants has been overwhelmingly positive. In 2009, it is hoped that contract agencies to the Office of Probation and Community Corrections will be able to send staff to be trained in this model as well.

Excerpts from evaluations:

This program has helped me in so many ways: gaining confidence, identifying jobs I could do, and interviewing.

This program was excellent!

Great job with providing what we needed to prepare and search for a job. Thank you so much!

Additional Cognitive Groups

A substantial number of probation officers have been trained in either the National Curriculum and Training Institute (NCTI) or Moral Reconciliation Therapy (MRT). Both are cognitive based programs designed to change offender behavior. Both also align with the extensive “What Works” research done in the criminal justice field.

Once trained as a facilitator, probation officers may offer a wide variety of curriculum-based groups including anger management, bad checks, drugs and alcohol and other relevant topics. The groups meet on a weekly basis using work books to guide and focus the discussion.

One of the groups most in demand is anger management. As this is often a condition of probation, providing the groups on-site is a benefit to both staff and probationers. Using an approach known as the “building blocks for behavioral change” the NCTI curricula fosters positive, pro-social change.

In addition to Dr. Quinn’s DWI group, probation officers also facilitate groups for DWI offenders. Using the cognitive behavioral approach in a group setting allows probation officers to effectively and efficiently use their time and resources to address this issue.

Excerpts from anger management evaluations:

It helped me and gave me ideas for coping with stress and anger.

Honestly, when I first was signed up I didn’t think this class would help me. I was wrong. Overall, I showed a remarkable improvement at school, myself, family and relationships.

I will always remember the way she (probation officer) helped me.

I was expecting something boring and something that wouldn’t help. It did a complete 360 on me.

I thought it would make me angry to come here, but I enjoyed it.

I learned to stay positive, stay busy and use my head! Think first.

Other groups offered on site include: the art group for juveniles, Teen Life and anger management for juveniles. The art group fills a need for positive, pro-social activities for youth and Teen Life is a skill building approach.

Cognitive behavioral groups offer a meaningful alternative to traditional probation officer/probationer interaction. Although they do not replace one on one interviews, they are a powerful and effective method to reduce recidivism and improve outcomes. They also are an efficient way to use staff resources.

It is anticipated that the use of CBT will increase over the coming years. A variety of topics will be offered and evaluations conducted to insure that the results of the efforts are consistent with lowered recidivism.

Family Court Intake/Predisposition

Dominick P. Ignaffo, Unit Administrator
Karen DeSimone, Senior Probation Officer

Intake Function

Appearance tickets issued to potential juvenile delinquents by police departments throughout the county are returnable to Intake. In 2008, 209 Appearance Tickets were returnable to Probation Intake.

Intake also accepts PINS complaints from parents/schools and occasionally police officers.

Persons In Need of Supervision

712(a) of The New York State Family Court Act defines a Person in Need of Supervision as a person less than eighteen years of age who does not attend school in accordance with the provisions of part one sixty-five of the Education Law or who is incorrigible, ungovernable or habitually disobedient and beyond the lawful control of a parent or other person legally responsible for such child's care, or other lawful authority, or who violates the provision of section 221.05 of the New York State Penal Law which is the unlawful possession of marijuana.

Juvenile Delinquent

301.2(1) of The New York State Family Court Act defines a Juvenile Delinquent as a person over seven and less than sixteen years of age, who, having committed an act that would constitute a crime if committed by an adult.

Family Court Intake assists the public by preparing various petitions necessary to access Family Court. The various petitions prepared include petitions for spousal support, modification of child support, custody, visitation, paternity, guardianship and family offense petitions for those seeking Orders of Protection. A representative from Grace Smith House Inc. assists in completing family offense petitions as well as providing advocacy for domestic violence victims.

Family Court Intake/Predisposition

In 2008 396 PINS complaints were received. The PINS coordinator receives and assigns all new cases, schedules and conducts PINS orientations, and facilitates cases through the assessment process including the scheduling of school review meetings and the review of the 30 day youth assessment screening instrument [YASI] which includes a case management plan. The PINS Coordinator also communicates regularly with all school districts regarding utilization of the program and coordination of individual cases. *YASI* The YASI is effective in determining and indicating risk and protective factors. The domains with the highest risk factors and/or the lowest protective factors are addressed in the case management plan. JD's and PINS that show PRE-YASI low risk levels are referred out of the agency to the Youth Services Unit as evidence shows keeping low risk cases in the juvenile justice system actually increases risk of recidivism.

A mental health screening will also be conducted on all youth coming into the probation system. Depending on the results, immediate referrals to an appropriate agency may be made or a further evaluation recommended. The MAYSI (Massachusetts Youth Screening Instrument) identifies signs of mental health issues among youth between the ages of 12-17 years.

A restorative justice component was added in 2008. This project began with training for staff and workgroups that developed strategies. The focus was on developing victim impact contact, an empathy writing workshop and a more consistent community service approach with designated hours depending on the type and seriousness of the offense.

The Collaborative Solutions Team assists in mental health screens, consultations, interventions [including crisis], safety assessments, mediation, and substance abuse screening and assessment. They can be utilized as a team or individually at any stage from pre-intake to case supervision.

SAFE PASSAGE

Many members of the department participate in Safe Passage Home which ensures that children get home safely from school as almost all city of Poughkeepsie children walk to and from school. This has had a profound effect on preventing fights and curtailing gang activity in certain sections of the city. As the leading creator of this endeavor, the department enhances its mission of community corrections.

Family Court Intake/Predisposition

PINS PLACEMENTS

2002 – 60
2003 – 27
2004 – 26
2005 - 17
2006 - 17
2007 - 20
2008 -23

Several groups are held in house and administered by probation officers from the Diversion and/or Supervision Units, or the Collaborative Solutions Team. Among the groups held in 2008 were: art, anger management, 2 cognitive life skills including GRLS [girls really living safely], parenting [including Parents Who Care Program], and substance abuse.

A certified social worker from the Astor Clinic continues to work with our younger children [10 & under] as well as children referred for a second time to the PINS Program. The worker may do outreach to families in the home to assist them in linking to services. The certified social worker works within the Office of Probation and Community Corrections in partnership with the assigned probation officer.

Family Court Intake/Predisposition

PINS CASES RECEIVED

| Year | Received | Adjusted | Referred to CRT |
|-------|----------|----------|-----------------|
| *2008 | 396 | | |
| 2007 | 406 | 281 | 82 |
| 2006 | 430 | 302 | 79 |
| 2005 | 470 | 330 | 98 |
| 2004 | 567 | 387 | 116 |
| 2003 | 568 | 403 | 149 |
| 2002 | 494 | 253 | 180 |
| 2001 | 439 | 274 | 190 |
| 2000 | 451 | 268 | 174 |

2005 marks the first time less than 100 cases were sent to petition. This trend continued in 2006 and 2007.

JUVENILE DELINQUENTS

| Year | Received | Adjusted | Referred to County Attorney |
|-------|----------|----------|-----------------------------|
| *2008 | 209 | | |
| 2007 | 235 | 104 | 117 |
| 2006 | 273 | 124 | 139 |
| 2005 | 300 | 141 | 157 |
| 2004 | 353 | 108 | 215 |
| 2003 | 390 | 129 | 219 |
| 2002 | 411 | 139 | 257 |
| 2001 | 340 | 180 | 184 |
| 2000 | 371 | 154 | 202 |

* Due to a computer conversion, data for 2008 is still incomplete.

2008 Annual Report

Family Court Investigation and Supervision



Tom Morris—Unit Administrator
Sarah Kennedy—Senior Probation Officer
Chantal Sherwin—Senior Probation Officer

Family Court

The Family Court Investigation and Supervision Unit provides probation services to children and families who have been processed through the Family Court. These services include predispositional investigations for Custody, Visitation, Guardianship, Neglect, Family Offense, Persons in Need of Supervision and Juvenile Delinquency. Probation supervision is provided for youth adjudicated as Persons in Need of Supervision and Juvenile Delinquents, as well as for youth who received Supervised Adjudgments in Contemplation of Dismissal on JD and PINS petitions. Predispositional supervision of juveniles who were arraigned in Family Court is also provided.



INVESTIGATIONS

Two full time officers and one part-time officer in the Family Court Unit prepare seven different types of investigations that are used in the Juvenile Justice System for a variety of reasons. In addition, officers whose primary assignment is supervision of probationers are regularly called upon to undertake updates of investigations on probationers under their supervision. The investigations are used by the Family Court, County Attorney's Office, Department of Social Services, Office of Children and Family Services, therapists and supervising Probation Officers. Most of the investigations are used to assist the Family Court in making sentencing decisions for children and youth. The Youth Assessment Screening Instrument (YASI) is administered and utilized as an integral part of the PDI. The investigation includes sections on the Legal/Family Court History, Present Offense including the description and both respondent's and victim's statements, Social and Family History, School and/or Employment History, Community and Peer Relationships and Use of Free Time, Alcohol and Other Drugs, Physical and Mental Health, Attitudes, Skills, Home Environment, Evaluative Analysis and Recommendation. In addition, the risk and protective factors are assessed utilizing the YASI with a case plan formulated as part of the YASI.

The flow of court ordered investigations received from Dutchess County Family Court has remained steady throughout 2008.

Probation liaison services are provided on Tuesdays in Dutchess County Family Court by a Probation Case Manager Aide. This is particularly important as we have found the courts and assistant county attorneys to be responsive to our efforts to utilize Juvenile Electronic Monitoring to maintain as many juveniles as possible in the community either without spending time in detention or by shortening times in detention. Thus our service utilization has expanded in response to our goal of providing rehabilitative services, while maintaining youth in their homes whenever feasible, within the constraints of consideration for both public and probationer safety.

We have maintained having a Family Court Investigations officer attend the Child Advocacy Center meetings regularly. In this way we have been able to facilitate entry into appropriate juvenile sex offender evaluation and treatment programs and address victim safety concerns prior to sentencing. Since that officer also attends bi-weekly meetings with the juvenile sex offender treatment team from Astor, the officer is able to facilitate timely entrance into evaluation and treatment of offenders.

The pre-dispositional use of the new Juvenile Electronic Monitoring (JEM) Program has remained a popular placement option used by the Family Court Judges in Dutchess County. This has given potential probationers the opportunity to demonstrate, while their case is pending, that they can safely remain in the community, thus preventing placement outside their home. The investigating officer takes into consideration the progress of those released to JEM pre-dispositionally in their report. Pre-dispositional status included juveniles arraigned on Violations of Probation and released to JEM while their violations were pending. A majority of pre-dispositional electronic monitoring juvenile cases have achieved successful completion.

SUPERVISION

The mission of the Family Court Unit, as it applies to supervision, is to prevent youth from becoming further involved in the juvenile justice system and to prevent their progress into the adult criminal justice system by addressing underlying issues. Caseload size varied with one Sr. Probation Officer and two probation officers assigned to intensive caseloads which included those on electronic monitoring, in Youth Treatment Court or in the Juvenile Sex Offender caseload. Due to the intensity of services provided to those on specialized caseloads, size is controlled. The intent was to maintain specialized caseloads with a maximum of 15 youth. In addition to providing intensive supervision of the youth on JEM, the JEM officers also have other specialized duties related to their specialties. The Sr. PO oversees various groups held at Probation and co-facilitates several groups which are held at the probation office to address needs and develop strengths. The Treatment Court officer is part of the Treatment Court Team and attends the team meetings and court sessions, facilitates referrals to the Treatment Court and has intensive contact with rehabilitative programs, schools and service providers. The Juvenile Sex Offender Officer has extensive contact with the Juvenile Sex Offender therapists and attends biweekly meetings with the JSO staff and PDI writer assigned to JSO cases. Maintaining these intensive caseloads and incorporating treatment and service providers through successful collaboration has maintained the availability of services within the probation framework, thus preventing out of home placements whenever feasible within the constraints of community safety.

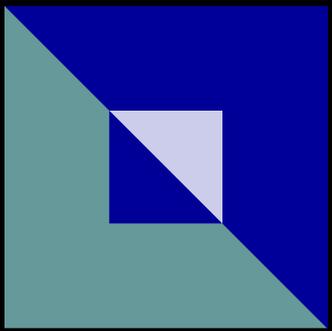
In addition to assessing risk and protective factors, the officers monitor behavior at home and at school and intervene as appropriate to address the identified needs. The Probation Officers offer opportunities for children to increase the protective factors in their lives by establishing groups on site, in school and within the community in education, leisure activities, social skills development, homework assistance, anger management, gang resistance and cognitive behavioral development. We continue to have a Senior Probation Officer, located at the BOCES BETA site, who works with youth on both diversion and supervision and increased from two to three the number of probation officers, with 2 officers in this unit and one in the Diversion unit, who taught the GREAT program in the Poughkeepsie School District and at a summer camp program. Also, Probation Officers directly linked youth with services within their communities to address needs and develop protective factors. Included were community service opportunities, employment programs, parenting classes, school counseling, treatment for substance abuse and mental health and sex offender issues.

The Mental Health Juvenile Justice grant (MHJJ) provided numerous services to probationers and staff at the probation department via a co-located therapist and case manager. Unfortunately, this program lost funding at the end of the year and was discontinued. There is a possibility that MHJJ could be reinstated in the near future as funding may be restored.

Youth Treatment Court and Juvenile Electronic Monitoring which were added in 2006 have successfully been maintained. The implementation of these programs, with the spectrum of services by Probation Officers which the programs have included, has continued though specialized case load sizes have increased to and beyond targeted size. The three phase structure built into the JEM Program has been maintained. With this structure, the juvenile's time out is gradually increased in response to compliance and cooperation with probation interventions. JEM has also begun to incorporate juveniles with pending PINS matters.

2008 saw the implementation of a new intensive supervision program within the Family Court Supervision and Investigations Unit. The Juvenile Intervention Service Coordination Program (JRISC) is grant funded and is composed of a probation officer, a probation case manager aide, and an Astor therapist. All three members are on-site at the probation department. The JIRSC team maintains a caseload of fifteen juveniles. These juveniles may either be on formal probation supervision, or at the diversion phase of their involvement with the juvenile justice system. To be considered for this program a juvenile must have at least three high risk/need areas as identified by the Youth Assessment Screening Instrument (YASI). Involved youth and their families are required to participate in Functional Family Therapy (FFT). FFT is an evidence based short term, intensive skill building program for children and parents.

The Family Court Supervision and Investigation Unit continues to evolve while providing the youth of Dutchess County with innovative evidence based alternatives to placement.



**PRETRIAL SERVICES UNIT
ADMINISTRATIVE SUPERVISION
TRANSFER SERVICE BUREAU
PROBATION I. T. SERVICES**



2008 Annual report

**Jonathan Heller, Unit Administrator
Carol Hooper, Senior Probation Officer**

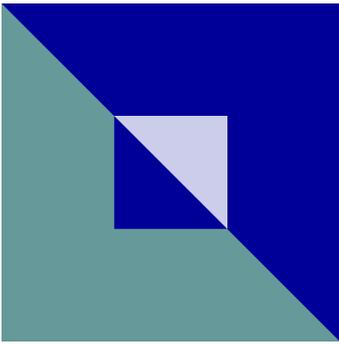
The Unit continues to be a “catch all” unit, based primarily around Pretrial Services (ROR). 2008 will best be remembered as the year that we went live with the new case management system. Duties across Administrative Supervision (Admin), Transfer Service Bureau and I.T. Services were spread amongst staff, shared with other responsibilities. Of note is that fully one quarter of all of our staff time in the unit this year was devoted to the transition to the Caseload Explorer case management system. We were aiming for a seamless transition and we recognized that we were laying an important foundation for future interfaces that will enhance functionality on local, statewide and national levels.

Pretrial Services Unit

Because jail population in New York State trend towards pretrial detainees, rather than convicted offenders serving sentences, the consequences can be an inefficient and inequitable use of jail confinement, sometimes raising jail inmate populations. The presence of an effective pretrial release program has been shown to provide mitigation, while offering the Courts other options for community based offender management.

Most of the counties in New York State operate some form of formalized pretrial release program. These programs facilitate release without financial conditions by identifying appropriate defendants for release on recognizance (ROR) or release under supervision (RUS).

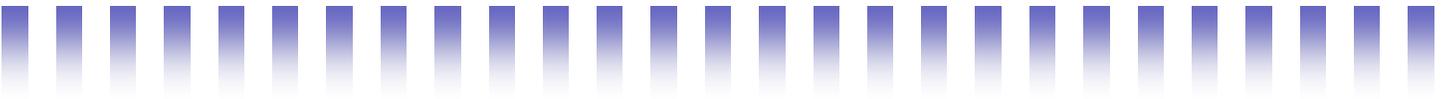
In general, ROR refers to the release of a defendant on his or her promise to appear in court. RUS refers to the release on a promise to appear with other conditions, which restrain the defendant's behavior and movements, and are monitored by the pretrial service.



Dutchess County is fortunate to have been involved in providing pretrial service programming for the past 35 years. The Pretrial Services Unit within the department remains primarily focused on providing courts with another option to bail with the goal of reducing unnecessary pretrial detention. Dutchess County continues to offer release services along a ‘continuum of control’; defendants are considered initially for those releases that are least restrictive, however, if release is not achieved, or the defendant presents a greater risk, more limiting release options are considered, such as electronic monitoring. This approach has proven successful and aids in dispositional planning across the entire criminal justice process, providing other options and tools as alternatives to incarceration.

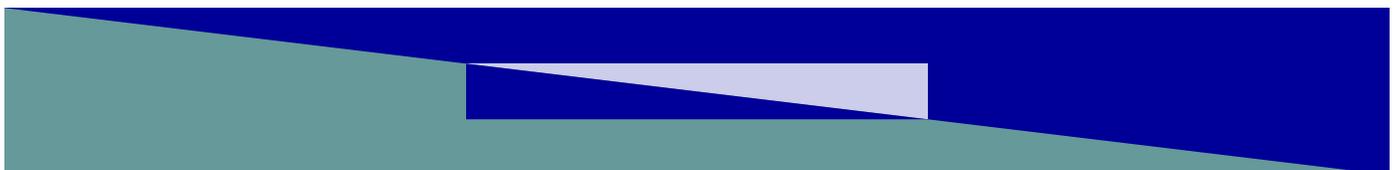
Commonly referred to as ROR/RUS, the program continues to follow the same basic structure as previous years: an interview is conducted, information is verified and a validated risk tool is applied to make a determination as to the risk of failure to return to court. This program has expanded as needs presented to include screening at the jail twice daily on business days and once daily on weekends and holidays. Additionally, officers within this unit staff the higher volume courts in order to preclude the incarceration of those defendants deemed appropriate and eligible for release. Screening and evaluation for these least restrictive programs occurs following the guidelines set by both the State and National Pretrial standards. As such, evaluations are completed expeditiously and the information and recommendations are forwarded to the courts as soon thereafter as possible. Those defendants deemed ineligible are carefully reviewed for more restrictive programming such as Electronic Home Detention, ITAP, and Transitional Housing, each described in detail elsewhere in this report.

For the period of 2008, the number of interviews and releases remained consistent with 2007.



The Pretrial/Mental Health Diversion Initiative continues to respond to the increased numbers of criminal defendants entering the jail with serious mental health issues. The program, first piloted in the City of Poughkeepsie Court, targets a population of individuals with mental health issues whom, for whatever reason, have lost connections to necessary services. In many cases, these individuals may display behaviors that ultimately cause them to become arrested, essentially criminalizing behaviors that are manifesting underlying mental health problems. The Diversion Initiative seeks to connect or in many cases reconnect these individuals with services, addressing the issues and avoiding incarceration. The pretrial services officer staffing City Lockup conducts initial screening via the pretrial release eligibility interview. Specific responses then require that the case be forwarded to a Forensic Screener employed by Dutchess County Department of Mental Hygiene. Both an immediate preliminary plan and a longer term plan would be developed in order that the individual’s needs are met, and in many cases the criminal prosecution is avoided entirely, netting a savings of both jail and court time.

For 2008, the Department of Mental Hygiene staff associated with the program has expanded his role to work in conjunction with the police department, in the hope of intervening with this population earlier in the process.





Adult Drug Courts

Drug Courts were introduced to Dutchess County in 2001. Presently there are Drug Courts serving the adult population in operation in the cities of Poughkeepsie and Beacon. Additionally, the department maintains a consulting and service role in the Family Treatment Court. The Office of Probation and Community Corrections provides designated staff assigned to each court. The Probation Officers have specific roles and duties but work as part of the Drug Court Team. Each Drug Court operates independently and both Poughkeepsie Drug Treatment Court and the Beacon Drug Court are designated a 'Hub' Drug Court, meaning that the courts accept cases from other jurisdictions. All three of the adult Drug Courts continue to be successful diversion programs.

Administrative and Transfer Service Bureau Unit

The departmental reorganization has allowed for the redeployment of staffing resources towards supervising those offenders whose risk assessment (LSI) score indicated greater risk to the community. As supervision of these cases is therefore more intensive, conversely, those offenders whose risk assessment (LSI) scores indicated very low or no risk were assigned to Administrative or less intensive caseloads. Offenders in this category generally are *at* or *nearing* the end of *successful* probation terms, and supervision strategy is as follows:

- ◇ Reporting requirements are reduced
- ◇ The offender takes a greater responsibility in maintaining his/her reporting schedule
- ◇ As supervision goals have been achieved and probation conditions met, supervision goal now becomes singular; the successful completion of the term of probation or early release

These caseloads have no upper limit in order to maintain resources where they are needed.

Included in the Administrative Supervision Unit is the Transfer Service Bureau, where an officer with expertise in transfer regulations and procedures (both within the state and outside of New York) facilitates transfers and maintains a caseload of offenders who, while being supervised by officers in other states, remain under the jurisdiction of Dutchess County.

In October, the Interstate Commission for Adult Offender Supervision (ICAOS), launched the Interstate Compact Offender Tracking System (ICOTS), an automated, web based interstate transfer facility. This new application proved to be a challenge for Probation Departments across New York State, and Dutchess County was no exception. We are continuing to develop a working knowledge of the application and, while we have been using ICOTS since its deployment, we have formed an ad-hoc committee in order to better address how the application fits within our business model.





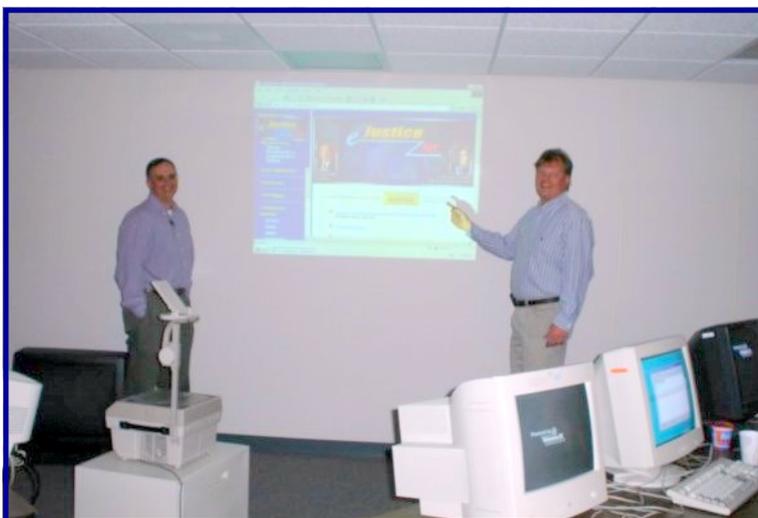
Probation Information Technology

This year, the department, as part of a county wide public safety capital projects upgrade, migrated to a new case management system known as Caseload Explorer. The project was initiated two years ago under the direction of the County's Office of Computer Information Systems (OCIS).

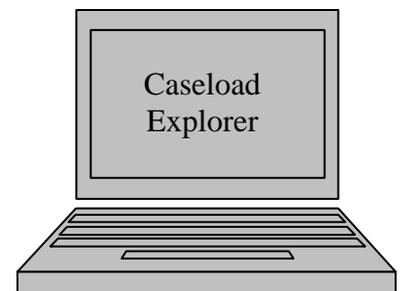
The Probation Build Team was rigorously trained on the application and worked diligently with the OCIS staff to ensure a complete and correct data conversion.

February and March required intensive testing and data enhancement as a "go-live" date was targeted for the end of April. A training protocol was developed and the Build Team spent the entire month of April training the entire department on the new application. As time was tight, and our goal was to develop proficient users, rather than overwhelm, a task specific training modality was employed. Aside from the more efficient use of limited time, this structure allowed the users to immediately make the connection between *their* specific duties and the case management software functionality.

The application was brought online over a weekend period and was fully functional on April 28th. As the State contracted with the same vendor to provide the application to other probation departments, we continue to be involved with new developments and improvements and look forward to a significant product upgrade in 2009.



Probation Officer—Robert Richer
Unit Administrator—Jon Heller



ELECTRONIC MONITORING/ WARRANT UNIT

Jack Kryzak, Unit Administrator

John P. Egan, Sr. Probation Officer

Vicki Bradley, Sr. Probation Officer

This technology allows probation officers to continuously monitor defendants / probationers in their homes through the use of a small transmitter attached to the ankle and a receiver installed in the home. Teams of probation officers working around the clock, seven days a week, supervise individuals on this program. Pagers carried by probation officers enable them to respond immediately in the event that an individual on EM leaves his or her residence without authorization. The courts use this alternative to incarceration option extensively because it allows individuals under



intensive supervision to remain employed and productive, while enabling probation officers to respond immediately in the event of a violation of program rules.

Since February 2006, this technology has also been used to monitor juveniles. Juveniles

considered for EM can be either adjudicated or pre-dispositional, and are at risk and facing the possibility of placement. By providing these individuals with the enhanced supervision available through electronic technology, along with services to address any special needs, their chances of maintaining lawful and productive behavior are improved significantly.

The Field Intelligence Program received, through a grant from the NYS Division of Probation and Correctional Alternatives, a Remington License Plate Reader (LPR) which is employed to corroborate probationers' compliance with court orders and to assist other law enforcement agencies in IMPACT operations. The LPR is able to identify vehicles that have suspended registrations; are stolen or are associated with active arrest warrants.

The Electronic Monitoring program has had an enormous impact on managing the jail population over the years, and it has also been helping to reduce the number of juveniles placed in non-secure and secure detention. During 2008, 461 new Electronic Monitoring cases were received from the courts, 68 of which were juveniles; averaging 33 adults and 6 juveniles per month. This represents a significant reduction in total jail and detention days served by defendants/respondents.

Electronic Monitoring/Warrant Unit



Alternative Programs

The Intensive Treatment Alternative Program (ITAP) and the Transitional Housing Program (THP) are part of the Electronic Monitoring Unit. ITAP, which is jointly operated by the Department of Mental Hygiene and Probation, has one probation officer assigned to it full time. This program provides intensive outpatient substance abuse treatment to defendants mandated by the courts. THP provides defendants,

who have agreed to participate in treatment, with a secure, supervised, substance free residential environment. Many defendants placed in ITAP are housed initially at THP to help insure compliance with treatment goals while they attend ITAP. Alternative housing becomes available as defendants progress in treatment and eventually reintegrate back into the community. THP also provides temporary residence to some

defendants before they enter inpatient treatment. These two programs collectively act as alternatives to incarceration while offering defendants with serious substance abuse problems the opportunity for recovery. During 2008, 200 individuals were admitted to THP, and of that number 185 were successfully discharged. ITAP averaged 60 individuals in treatment per month in 2008 with 51 new admissions during the year.

INDIVIDUALS WHO SUCCESSFULLY COMPLETE PVRC CAN EXPECT A FAVORABLE DISPOSITION IN THEIR VIOLATION OF PROBATION PROCEEDING.

Additionally in 2008, Project MORE, Inc., the contract agency for THP, was awarded a grant from the New York State Division of Probation and Correctional Alternatives to begin operating the Probation Violation Residential Center (PVRC) in the Mid-Hudson area. This area consists of Columbia, Dutchess, Orange, Putnam and Ulster Counties. PVRC was established as an alternative to incarceration program for felony probation violators facing revocation and re-sentencing to a term with the Department of Correctional Services. Those individuals determined eligible for PVRC reside at THP where they are provided with a variety of supportive services to include GED training, Moral Reconciliation Training, substance abuse evaluation/education/treatment, and employment and life skills training. Currently, PVRC allows a maximum of 8 individuals in the program at any given time for up to 90 days depending on each individual's risks, needs and progress. Individuals who successfully complete PVRC can expect a favorable disposition in their violation of probation proceeding. Between May and December 2008, Project MORE, Inc. provided PVRC services to 19 probationers. Of the 13 who completed the program during 2008, 11 were successful discharges.

Warrant Bureau

The Warrant Bureau is also a part of this Unit. A probation officer assigned to the Warrant Bureau oversees efforts to apprehend individuals for whom judges have signed Violation of Probation warrants or, in some cases, bench and arrest warrants. This officer works closely with local and state law enforcement agencies to enhance execution of these various warrants. During 2008, 99 Violation of Probation warrants were executed by this department. Swift action on warrants helps hold these offenders accountable and serves to ensure community safety.

In addition to efforts made by the warrant officer and other probation officers to apprehend probation violators, this department is also involved in crime reduction as a member of the NYS Division of Criminal Justice Services (DCJS) Integrated Municipal Police Anti-Crime Team (IMPACT). The primary goal of IMPACT is to reduce violent crime and gun violence in designated counties through strategies developed by respective District Attorney's Offices, local/state /federal police agencies as well as probation and parole.

As part of this strategy, and in conjunction with IMPACT guidelines, this department has designated two probation officers as IMPACT Field Intelligence Officers (FIO). Their duties include collecting information regarding local criminal activity and sharing it with other law enforcement agencies to further crime prevention. Frequently, this information is obtained from individuals on probation with the assistance of their supervising probation officers. The IMPACT grant has also permitted the FIO'S to receive specialized training in such areas as search warrants, gang identification and criminal intelligence.

The Field Intelligence Program received, through a grant from the NYS Division of Probation and Correctional Alternatives, a Remington License Plate Reader (LPR) which is employed to corroborate probationers' compliance with court orders and to assist other law enforcement agencies in IMPACT operations. The LPR is able to identify vehicles that have suspended registrations; are stolen or are associated with active arrest warrants.



Unit Administrator Jack Kryzak & Director Mary Ellen Still were honored by the Department of Homeland Security, Immigration and Customs Enforcement for outstanding assistance and contributions to the INS/ICE Criminal Alien Program

Pre-sentence Investigations Unit

2008 Annual Report

Joanne Nellis , Unit Administrator

Carol Hooper, Senior Probation Officer

Donna Rhoads, Senior Probation Officer

The purpose of the pre-sentence investigation is to provide sentencing Courts with pertinent information regarding a defendant's background, specific information regarding the crime committed and its impact on the victim and/or community. The pre-sentence investigation remains the primary source of information for sentencing judges regarding a defendant before them. Information contained in these reports is also utilized by most agencies the offender comes in contact with after sentencing.

A court will order a pre-sentence investigation after a defendant has been convicted of a misdemeanor or felony offense, but before he or she is sentenced. The pre-sentence investigation provides the court with background information that may be used in determining an appropriate sentence. The scope and nature of the investigation is established in the NYS Executive Law, Criminal Procedure Law and Penal Law. Areas to be investigated and information included in the report are a description of the present offense, legal history, social history, education/employment history, economic status, personal habits and physical and mental condition. We also include a section devoted to outlining the areas of need determined by the LSI-R assessment tool. This information is compiled into a report and submitted to the court to be used in determining an appropriate sentence. This report is also used by probation officers during the supervision process, by the New York State Department of Correctional Services in classification of inmates and by New York State Parole in determining parole suitability. Treatment agencies also rely on the pre-sentence investigation for information regarding the treatment needs of an offender.



Presentence Investigation Unit

Use of the LSI-R has helped to enhance the professional judgment of staff and provide an objective assessment of the offender. Criminogenic needs, those needs that we know lead to or cause criminal behavior, protective factors for the development of pro-social behavior, and behaviors which contribute to the offender's criminal activity, are identified by use of the tool. By reducing the number of dynamic risk factors, as identified by the LSI-R and through the utilization of programs that are targeted to address an offender's needs, the offender is more likely to make positive change. The probability of recidivism is then reduced.

An integral part of the Investigations Unit is Victim Services. The Victim Services Unit works to address the needs of victims and give them a voice during the criminal justice process. The majority of referrals made to the unit are primarily on behalf of victims of the most serious violent offenses, including murder, physical and sexual assaults, domestic violence, robbery and burglary. The remaining referrals are primarily for victims of crimes related to fraud, criminal mischief and general victim services.

In most cases, victim contacts result in a Victim Impact Statement, which outlines for the court the impact that the crime has had on a victim and their family. The Victim Impact Statement is made part of the pre-sentence investigation and submitted to the court.

In addition to helping victims complete victim impact statements and address matters directly related to the criminal prosecution of a case, the VSU also refers victims to counseling through Family Services, assists them in completing Crime Victim Board applications for restitution (primarily medical), provide court accompaniment and make referrals to other appropriate support services.

In April 2008, this department implemented the use of a new case management system (Caseload Explorer). As a result, the investigation unit experienced many changes in how the case information was stored and how the investigation documents were generated. As the Investigation Unit is generally the first point of contact an offender has with the probation department, the Investigation Unit is responsible for obtaining and inputting much data regarding an offender in the case folder. The officers in the unit handled this challenge with unfailing dedication. This was no small task, given the nature of this unit and the heavy workload. As a strategy, this unit assigned an office assistant to aid in the considerable data entry that is required to maintain the case management system.

Presentence Investigation Unit

Although currently there is no hard data available (due to computer transitions) regarding the number of investigation cases received and submitted for 2008, a manual tally indicates that in 2008 this unit opened 1403 investigations, in comparison to 1287 in 2007. This is a significant increase (9%) in workload for the eight primary officers writing investigations.

The bulk of training in 2008 for this unit revolved around the use of Caseload Explorer. Other trainings attended by the staff were related to issues of Driving While Intoxicated, Domestic Violence, and Connect Training (various mental health issues and how they effect, and relate to, probation supervision).

The probation officers in the Investigation Unit continue to provide the various courts, treatment agencies and correctional facilities throughout Dutchess County and New York State with quality pre-sentence investigations, keeping community safety and offender rehabilitation as the primary goals.

Adult Supervision Unit

Jane F. Salese, Unit Administrator
Vivian Cirillo, Senior Probation Officer
Dan Bryant, Senior Probation Officer

A review of this department's annual reports over the past several years reflects how, both nationally and locally, dramatic changes have impacted correctional practice at all levels, most importantly in the area of community supervision. Mostly, this has been the result of rising offender populations, much of it due to recidivism, as well as limited community resources and correctional budgets dominated by the high cost of incarceration. Also, until recently, community corrections had suffered from a lack of research that identified proven methods of reducing offender recidivism. In fact, information was emerging that the model we had been trained in and operating under; one based on contact driven supervision strategies that provided increasingly punitive sanctions to address non-compliance, was only moderately effective in the short term and often failed altogether to address the multitude of problems posed by repeat offenders. This model also emphasized individual accountability from both offenders and their supervising officers. However, data was emerging which indicated that this type of accountability alone provided neither the officer nor the offender with the skills, tools or resources necessary to accomplish sustainable risk and recidivism reduction. Hence, early on in this department, and later throughout the state, came the introduction of evidence-based practices emerging from the "What Works" correctional literature. In short, and as discussed in annual reports over the past several years, evidence-based practices emphasize both the use of a reliable actuarial assessment tool to determine offender risk as well as the use of specific cognitive based intervention strategies to produce and sustain reductions in recidivism.

Over the past several years, this department has taken significant steps to incrementally introduce evidence-based practices. This has been both a challenging and frustrating experience as some of the concepts were so new and so different that there was no real "instructional manual" or clear guidelines to follow. Also, only a handful of departments across the state were recognizing the problem or seeking solutions in the "What Works" literature. Hence, there were limited departments to visit or pilot programs to study. Fortunately, the Criminal Justice Council assisted by bringing in such nationally known figures as Dr. Ed LaTessa and Brad Bogue to facilitate the process. Also, literature from the National Institute of Corrections has been very helpful. Also, in reflecting on the process we undertook, and which continues to evolve, much of the needed change within the department had to be attitudinal, as the model we had been operating under had been taught, reinforced and embraced in the field of corrections over decades. Therefore, although there has been much progress, we are still in the process of shifting from a correctional model that emphasizes quantity of contacts over quality and encourages the belief that simply telling offenders what to do and using punitive sanctions when they do not comply will result in significant or long term behavioral change.

The first and most important step this department took in the area of supervising adult offenders was the introduction of the LSI-R, a risk assessment tool. Next, we re-organized the adult supervision units so that we could place offenders in caseloads which corresponded to their level of criminal risk (high, medium or low) and supervision needs.

In 2008, we honed in on developing and utilizing appropriate interventions such as cognitive based groups run in-house by specially trained staff. Group topics included Anger Management, Substance Abuse and Employment Readiness.

In 2009, we will seek to expand our use of in-house cognitive based supervision groups. We are hoping to dedicate an officer, with a limited caseload, to that endeavor. In the Adult Supervision Unit, a goal will be to institute peer review and quality control. This will be sought in order to ensure that evidence based practices are being utilized on a day to day basis and that on each and every case there is a supervision plan, based on the assessment, which both engages the offender and is the primary focus of the contact.

Quality Assurance will be a key component to successful and full implementation of evidence-based practices.

High Risk Unit

Karen O'Connor, Unit Administrator
Robert Dosiak, Senior Probation Officer
Jeffrey Walraven, Senior Probation Officer
Diane Whiteman, Senior Probation Officer

The High Risk Unit is comprised of four separate divisions staffed by three Probation Officers II, seven Probation Officers I and a Unit Administrator. The Unit supervises probationers in all three of the Department's satellite offices.

The majority of the probationers supervised by the High Risk Unit are placed there because they have scored a 25 or higher on the LSI, a risk scale instrument. Each of the four officers who supervise this category of offenders maintains a caseload of between 45 and 52 cases. These cases require a higher level of monitoring. The close monitoring of these cases is accomplished by field visits, home visits, and collateral and community contacts, in addition to the more traditional office reports. In addition referrals are made to the appropriate in-house or outside program. A follow up LSI is done in six months to determine if the offender has made enough progress to be moved to a lower level of supervision. As expected this caseload also generates the greatest number of violations of probation, although the percentage has not yet been calculated for 2008 due to a change in the software we use to chart this information.

In keeping with best practice, the department has decided the most efficient and safest way to organize caseloads is by risk to the community and specialization. The High Risk Probation Officers deal with the offenders who have been screened and appear to be the most likely to reoffend. The officers provide increased surveillance while reviewing the offenders' criminogenic needs with them to make the appropriate referrals and plans in order to reduce recidivism in this volatile population. These officers often work non traditional hours, work in teams and get specialized training.

In addition to supervising high risk cases that are determined by LSI score, the high risk unit also has a PO II and a PO I who supervise the Sex Offender caseloads. We supervise approximately 100 offenders in this specialized caseload. These probation officers work closely with the staff of Family Services RISC (Relapse Intervention for Sex Crimes) program. This highly collaborative approach is designed to protect the community. With a grant from the Department of Justice and technical assistance from the Center for Sex Offender Management, protocols and procedures were developed in 2006 to further enhance the county's response to sex offenses.

The Community Transitions Center has approximately 38 offenders who report daily to a day reporting center. The offenders assigned to that caseload are supervised by a PO II who also is the liaison for the staff and Director of this program. CTC assists individuals to develop the skills and knowledge necessary to lead stable law abiding lives. By reducing the criminogenic factors that may lead to recidivism through targeted interventions, CTC makes the community a safer place to live.

The Domestic Violence Unit is a specialized unit within High Risk Supervision. Staffing consists of a Senior Probation Officer and a Probation Officer, supervising caseloads of offenders convicted of a domestic violence offense. Additionally, offenders that are on probation for non-DV offenses but demonstrate a documented domestic violence history are supervised in this unit. Most of the offenders are mandated to complete Domestic Abuse Awareness Classes (DAAC). Offenders are supervised intensively and are subject to frequent unannounced field contacts. Victim safety is prioritized; and to that end, the Probation Officers and the Victim Services Unit maintain regular contact with victims of domestic violence. The Probation Officers also work closely with the DAAC Forensic Educational Coordinator. DAAC case conferences are held biweekly, and Probation Officers are welcome and encouraged to sit in during classes.

The Domestic Violence Unit is also part of the Dutchess County Domestic Abuse Response Team (DART), which is a multi-agency response to DV arrests made by the City of Poughkeepsie Police Department, the Town of Poughkeepsie Police Department, or the Beacon Police Department. Communication among agencies is an essential component of DART. When a DV arrest occurs “after hours”, the police agency holds the offender in lock-up until the following morning. DART’s goal is to make pre-arraignment recommendations in an attempt to promote a consistent response to domestic violence arrests. The consistent response to DV arrests is further enhanced by the Poughkeepsie Integrated Domestic Violence Court and the Beacon Domestic Violence Court. An Integrated Domestic Violence Court presides over concurrent criminal and Family / Supreme Court dockets, while a Domestic Violence Court only presides over criminal court dockets. Another Domestic Violence Court in the City of Poughkeepsie will begin in the near future.

DWI UNIT

Sandra Ackert, Unit Administrator

Robert Davis, Senior Probation Officer



Since the formation of the DWI Unit, which was based on the special needs of the DWI offender above and beyond those identified by the LSI-R (the evidence based assessment instrument now being used by this department) and the danger posed to the community by the drinking driver, these chronic offenders have been more closely and consistently monitored. A 'team' of 9 Probation Officers and a Case Manager Aide have been able to concentrate exclusively on this population.

This year, there have been between 515 and 540 DWI offenders in the Unit at any given time, 30% of the total probationers being supervised by the department. Included in the Unit is the STOP DWI program which is comprised of three officers with smaller caseloads who supervise high-risk DWI offenders. One of these officers is a Senior Probation Officer, who is a credentialed C.A.S.A.C. who is available to consult with staff as needed. Four officers supervise medium-risk offenders and a Case Manager Aide manages the Administrative Caseload; offenders who are at a lower-risk of re-offending who have been supervised for a significant amount of time and have completed all or most court mandates. Another officer, specially trained in women's issues, supervises all the female DWI offenders. A Unit Administrator oversees the functioning of the Unit.



Officers in this unit have been able to spend more time on field work and surveillance, crucial to deterring drinking and driving. Cases became familiar to all officers in the unit and could easily be shifted from one caseload to another if more or less monitoring became necessary due to relapse, re-arrest or progress. Close relationships with treatment providers have been developed as most officers were having contact with the same pool of therapists. The collaborative use of the LSI-R tool by both has also strengthened the working relationship. As much success has been noted, group reporting using cognitive-behavioral models has continued and expanded.



DWI UNIT

Because officers in the unit have common goals, it is possible to discuss and address new Vehicle and Traffic Laws, consolidate training, and share new-found information relevant to substance abuse. As well, officers could easily become familiar with equipment such as the Ignition Interlock device and the License Plate Reader, new assessment tools, new drug testing procedures and other DWI initiatives through group presentations as well as hands-on experience. For instance, the Unit began piloting a new risk-assessment tool, BADDSS, the Behaviors and Attitude Drinking and Driving Scale. The BADDSS is said to assist in identifying changes in risky behavior and attitudes associated with impaired driving. Used in conjunction with the LSI-R, it is expected that use of the BADDSS will strengthen our ability to measure risk for this population of offenders known to be difficult to assess. As well, the use of an 80 hour alcohol and drug test (ETG), and a phone unit to allow for random testing are being explored. The success of the Administrative Caseload in the DWI Unit, the need to assure that certain mandates (such as DNA) were being addressed, and attempts to ease Probation Officers' duties, led to a proposal to form a new division in the department. It was suggested that Case Manger Aides oversee all administrative cases, complete intake work on all new cases, and perform ROR functions. The aides would continue to perform their original duties of drug testing and transports. While in the developmental stage at the end of 2008, the plan has now been implemented.

The goal of the DWI Unit continues to be to promote community safety by reducing recidivism through treatment referrals, close monitoring to deter drinking and driving, and holding offenders accountable for their behavior.

DWI Cognitive Behavioral Groups

The concept of using cognitive behavioral interventions was introduced to the department by Dr. Elizabeth Quinn for repeat DWI offenders in 2000. In 2002, Dr. Quinn began running groups at probation and continues to do so with funding from STOP DWI. To date, approximately 400 probationers have taken the course. Since individuals take the class at the probation office, attendance is excellent. The partnership between probation and treatment has made this approach, known as CBT, very effective.

The 16 week, curriculum based program focuses on: individual responsibility, cost/benefit analysis in decision making, problem identification and solving, communication

skills, trigger/antecedent recognition and relapse prevention. Homework assignments are part of class expectations and support learning goals.

Evaluation of the project over the past three years has determined that there has been a 7.4% recidivism rate compared to a state rate of about 25%. In fact, the project has been so successful that CBT is now being used in treatment clinics. Statistics bear out that there is a higher success rate for the CBT model than traditional treatment approaches for most individuals. Of course, it is important to match people with the appropriate approach and proper assessment is a key to successful outcomes.



Annual Report

2008

Financial

PEGGY MILONE—BUSINESS MANAGER
THERESA BROWN—PRINCIPAL ACCOUNTING CLERK

*Financial Unit Responsibilities:
Claims and Contracts
Restitution and Supervision Fee Collections
Vendor Purchasing—Interdepartmental Service Billing*

2008 Annual Report

The financial unit is divided into 2 parts: one section is responsible for state claims and the supervision of contracts with various agencies throughout the county and the other section is responsible for the collection of fees from supervision cases, fees from restitution cases and the distribution of money to victims.

We have state claims which reimburse the county monies which are spent through enforcing the laws within our county. All of these state contracts need constant

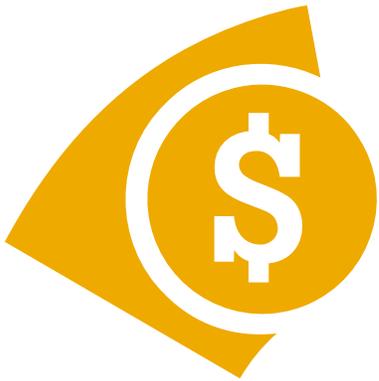
supervision and management to ensure that money spent from supervising defendants on probation has been reimbursed in all four quarters of that fiscal year. The reimbursement would include salaries of officers and support staff, the purchasing of computers, and the management of computers and their programs, travel costs, professional literature costs, training, maintenance of vehicles, electronic monitoring, and interpreter services.

We use the services of interdepartmental county offices such as the Auto Center which services all our vehicles, OCIS which maintains our computers and programs, the mailroom, and the print shop. All these departments bill us monthly for their services. We are responsible for repayment to each of these departments for their services.

We use the services of county and other agencies such as Astor, CTC, Transitional Housing, Mental Hygiene, Mediation and Family Services. These contracts may be renewed every year and completed by the budget process. PINS, JRISC, and the Collaborative Solutions Team are some of the services covered by these contracts. These agency contracts are administered by this unit and watched carefully to ensure expenditures are spent as agreed within the contract.

RESTITUTION





Financial Unit 2008 Annual Report



We also manage contracts with the county for vendors such as doctors, interpreters, vendors to provide equipment and to monitor probationers, drug testing companies, drug supply companies, vendor to serve summons, leases for equipment, and rental of properties.

The County established the use of a procurement charge card which allows us to purchase goods for our department from local vendors.

Purchases made with the cards must be tracked by this unit and the money spent is accounted for weekly and is deducted from the correct line in the budget.

This unit also collects restitution fees from probationers who have been ordered by the courts to do so. These fees are then distributed to the victim/s of that probationer. A \$30.00 supervision fee is collected monthly from probationers as directed by a local law. There has been a trust account opened to be used for the victims of crimes that have not been paid due to various reasons; the oldest victim in the system will be paid first. Money collected from supervision fees are part of the revenue for our department.

In 2008 we distributed over \$300,000.00 to victims of crime and collected over \$80,000.00 from supervision fees.

Non-probation restitution is the collection of money from an offender who has never been placed on probation. Their offense was not deemed by the courts as necessary to be sentenced and/or put on probation but they still are required to pay restitution to their victim/s. A person in the financial unit is responsible for staying in contact with these particular individuals to make sure they are continuing to pay the restitution as ordered. Sometimes this individual does not stay in contact with us and we have to do searches through internet people search sites, through motor vehicles, through the Department of Corrections website, or other resources available to us. When we find that they have re-offended and are in prison we make contact with the prison letting them know they owe restitution to Dutchess County. Arrangements are made for collection of these monies. There is no end date for all non-probation cases and they remain open until all restitution has been paid or the case is terminated.



2008

RESTITUTION AND SUPERVISION COLLECTION 2008*

JANUARY - FEBRUARY - MARCH 2008

SURCHARGE/RESTITUTION: \$ 3,028.27
ADULT SUPERVISION: \$ 26,160.09

APRIL - MAY - JUNE JULY - AUGUST - SEPTEMBER

SURCHARGE/RESTITUTION: \$ 8,632.98
ADULT SUPERVISION: \$36,160.85

OCTOBER - NOVEMBER - DECEMBER

SURCHARGE/RESTITUTION: \$ 2,801.30
ADULT SUPERVISION: \$18,178.80

TOTALS FOR 2008 **5% SURCHARGE/RESTITUTION FEE: \$ 14,463.35**
ADULT SUPERVISION: \$ 80,499.74

Restitution collected for 2008 was \$300,570.25

Restitution distributed to victims in 2008 was \$310,198.57

Due to a computer conversion, data was not available for further detail.

*We are using Caseload Explorer for our new financial system and until we have the 311 version available we can not run detailed reports that are needed to break down these numbers even further.

OFFICE OF PROBATION AND
COMMUNITY CORRECTIONS

SUPPORT SERVICES

Karen Kotchie: Support Services Assistant

Lori Olheiser: Senior Program Assistant

Willie Zack: Senior Office Assistant

There are support service units in both the Poughkeepsie and Beacon Probation offices. Because of the size of the Poughkeepsie office, it requires a clerical support staff of thirteen with three full time receptionists, and the Beacon office requires one full time support person. These units are essential to the daily functioning of the agency. Each month, thousands of people walk through the reception area in need of information, assistance, or to report to a Probation Officer. Additionally, hundreds of phone calls are routed to the appropriate individuals on a daily basis. The support staff comes in daily contact with many different professionals; such as School Administrators, Police Officers, Lawyers, Judges and the different area courts; dealing with each in a courteous and professional manner.

The support staff is responsible for assisting the officers with the preparation of their reports for court, family court letters, opening and closing all cases, Department of Social Services Connections, and for the data entry into case files. Due to the nature of the work, accuracy as well as timeliness is essential in all aspects of the clerical duties. The support staff is also responsible for ordering all supplies, upkeep of copier/printers and fax machines, maintenance of all case records past and present, the payroll for the entire department, as well as all the other functions that are needed to support the work of the agency.

The support staff meets the many daily challenges with skill, competence and professionalism; they truly are the foundation which supports the Office of Probation and Community Corrections.



RECEPTION

**BONNIE DURGIN
CHRIS LEWIS
MAUREEN RODDY**

SUPPORT STAFF

**JAMES BELL
ROSEMARIE
CALLAHAN
SHAUNTE HESS
PEGGY HILL
PAM LANE
LISA LANIGAN
SANDY ROMAN
KATRINA LUCARINI
NANCY SPILBOR
DONNA YAROS
TANYA
VONMONTAGUE**



Training



2008



Firearm Safety



CPR



FFT training



Computer Training



Motivational Interviewing and Cognitive Behavioral Approaches:

- Nine Officers attended a full day workshop on the use of Motivational Interviewing in the treatment of alcohol, tobacco and other drug addictions.
- Six officers attended a Making Healthful Decisions conference which included an afternoon session on client-focused, targeted interactions that result in behavior change
- Four officers attended “Engaging Challenging Families” with Dr. Mary McKay. This workshop trained clinicians and officers on finding and using strategies for successful collaboration with hard to engage families.
- Four officers were trained as facilitators in Moral Reconciliation Therapy, an evidence based curriculum for those involved in the criminal justice system.
- Twenty officers participated in training on cognitive/behavioral approaches with probationers with Dr. Beth Quinn. This training included two classroom sessions with a third session of individual coaching of probation officers in the use of this technique with their probationers.

Mental Health:



- Almost all Probation Officers attended Connect training workshop series, a joint effort between the Office of Probation and Department of Mental Hygiene to deliver training to probation and ATI staff on understanding and responding to persons with serious mental illnesses and co-occurring substance abuse disorders who are on probation or involved in ATI programs.

Alcohol/Substance

- The Sr. Probation Officer assigned to the STOP DWI Unit and the Deputy Director maintain their CASAC credentials by completing at least 40 hours of continuing education in alcohol and substance abuse every two years.
- Fifteen Officers attended a Connect training on Current Drug Trends.



Officer Safety:



- Support staff and interested probation officers participated in a lecture/experiential training on front office safety.
- Sixty-seven probation officers completed Article 35 training.
- Sixty-seven officers are certified to carry pepper spray for this department and remain up to date with recertification training.
- Ten officers are certified to carry and use batons.
- Forty officers meet New York State requirements for firearms certification. Thirty-seven of those officers also meet departmental requirements to carry a firearm.



Gender Specific and Diversity Issues:



- Nine officers attended a Connect training on “Gender-Specific Approaches with Women in the Criminal Justice System” facilitated by two probation officers who were trained as trainers in this module by the National Institute of Corrections.
- Fifteen officers attended “Perspectives on Profiling and Building Community Trust in a Post-9/11 Environment” through the New York Tolerance Center.
- Offender Employment: One officer was trained as an Officer Workforce Development Specialist provided through the NYS Department of Probation and Correctional Alternatives, the NYS Department of Labor and the National Institute of Corrections. She is currently facilitating the Ready, Set Work Curriculum for probationers.

Domestic Violence:

- Two officers attended “Domestic Violence and Pet Abuse- The Link” and five officers attended “Challenges in the Midst of Poverty” which included a workshop on domestic violence and poverty.



Gangs:



- Our three officers who are certified as trainers of GREAT, attended the GREAT National Conference.
- Two officers attended a conference on Reducing Youth Violence in New York State, which included a workshop on gang prevention and intervention strategies. Two officers attended a seminar on Extremist Hate Groups and two officers attended training on Graffiti Crimes.

Sex Offenders:

- Two juvenile officers attended a two week training titled “A Collaborative Approach to Stop Sexual Harm by Youth” by Joann Schladale from Resources for Resolving Violence, Inc. Three officers attended “Managing High Risk Sex Offenders in the Community”, two officers attended Sex Offender Training in the Twenty first Century, one officer attended “Community Sex Offender Treatment Provider Training” and the Sr. Officer of the Sex Offender Unit attended “Developments in Sex Offender Risk Assessment” and “Developing Effective Strategies in Your Community: Sex Offender Management”.



Restorative Justice:



- The co-located mediator for the Collaborative Solutions Team has been working throughout 2008 in establishing restorative justice practices and a plan for juveniles. This has included a workshop on “Working Effectively with Victims” facilitated by a victim’s advocate which twenty-three officers and co-located staff attended. There have also been three work groups formed to devise restorative justice practices to implement in the unit. These work groups include training from our co-located mediator on restorative justice practices.
- Other related trainings included YASI train the trainer training, computer training, CPS Mandated Reporter training and attendance at the CAYSA Annual Symposium, the Probation Officers Association Conference and Operation IMPACT conference.



PUBLIC ACCESS DEFIBRILLATION PROGRAM



Dutchess County has developed a Public Access Defibrillation Program (PAD) to increase the chances of survival for citizens and/or staff members who may become victims of cardiac arrest. The Dutchess County Office of Probation and Community Corrections became a PAD site in September 2003. Since that time, 21 people have been trained as “lay rescuers” in the use of the Automated External Defibrillator (AED) by the County Health Department. Having the AED on site with trained officers and the entire department participating in drills has helped us develop new skills to meet staff and community needs.

