

*Dutchess County
Office of Probation and Community Corrections*

2009 Annual Report



Poughkeepsie (main office)

*William R. Steinhaus
County Executive*

*Mary Ellen Still
Director of
Probation*

*William A. Fluck
Deputy Director*

*Catherine A. Lane
Deputy Director*



Eastern Dutchess
Government Center



Dover Office



Beacon Center



A MESSAGE FROM THE DIRECTOR

It is with great pride and pleasure that I submit the 2009 Annual Report for the Office of Probation and Community Corrections.

Several years ago, the department embarked on an ambitious initiative to implement evidence-based programs and practices. Beginning with the Family Court Units, new practices, informed by research, were introduced and encouraged throughout the agency. In this annual report, the progress and challenges of this undertaking are documented by the Unit Administrators. The ultimate goal of employing evidence-based practices is, of course, improving the safety of the community through a reduction in recidivism.

In 2009, the department created a new juvenile Pretrial Program designed to give the Family Court judges an alternative to detention and placement while enhancing community safety. This project, started in the fall, has already shown promising results.

In late 2009, legislation was enacted that will impact the supervision of DWI offenders. The department has begun to plan for the implementation of the law, commonly known as Leandra's Law, requiring an ignition interlock device for all misdemeanor and felony DWI offenses effective August 15, 2010.

In 2010, the department will continue to develop new strategies to enhance the supervision of probationers. The department will also explore ways to continue to assist victims of crime. In an era of diminishing resources, the department will continue to focus on creating and strengthening those partnerships and collaborations that are so critical to fulfilling our mission.



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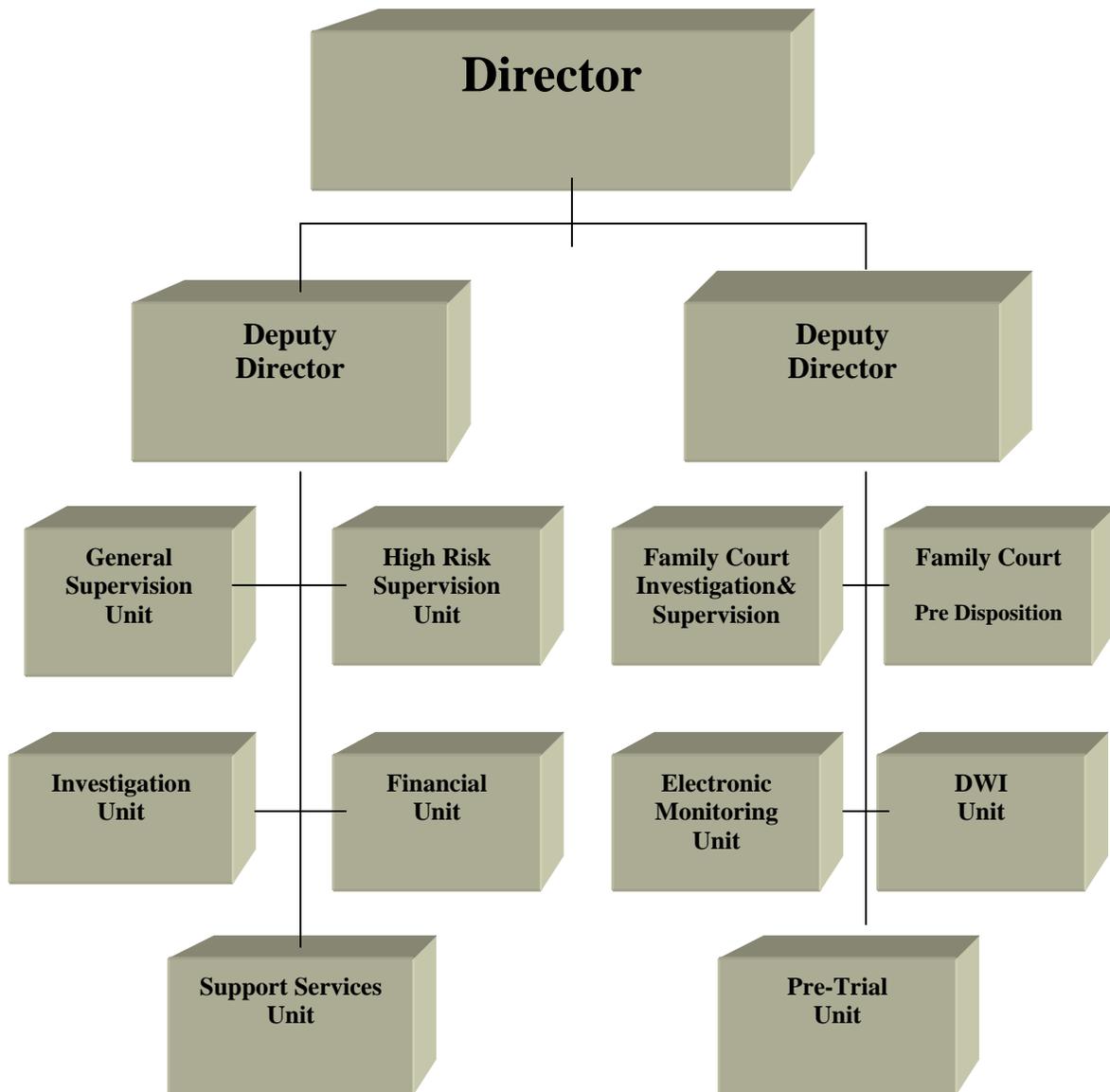
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Organizational Chart



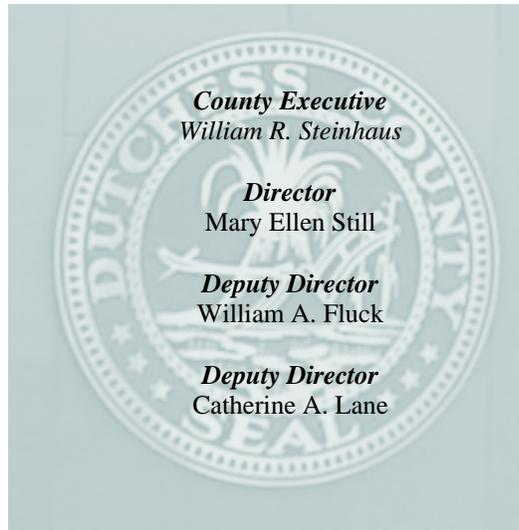


MISSION STATEMENT

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.



Dutchess County Office of Probation and Community Corrections



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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
Richard Keller-Coffey
Dave Kelly



Definitions of Terms

- AJL– Aegis Justice Link
CASAC– Alcohol Substance Abuse Counselor
COMPAS– Correctional Offender Management Profiling for Alternative Sanctions-actuarial risk & need assessment
DAAC– Domestic Abuse Awareness classes
DART—Domestic Abuse Response Team
EM– electronic monitoring
FFT—Functional Family Therapy
GREAT—Gang Resistance Education and Training
ICAOS– Interstate Commission for Adult Offender Supervision
ICOTS—Interstate Compact Offender Tracking System
IMPACT– Integrated Municipal Police Anti-Crime Team
ITAP– Intensive Treatment Alternative Program
JEM—Juvenile Electronic Monitoring
JRISC—Juvenile Risk Intervention Services Coordination
LPR—License Plate Reader
LSI-R—Level of Service Inventory-Revised
MAYSI– Massachusetts Youth Screening Instrument
MHJJ—Mental Health Juvenile Justice
PINS—Persons in Need of Supervision
PSI– pre-sentence investigation
PVRC– Probation Violation Residential Center
ROR– Release on Recognizance
RUS -Release Under Supervision
THP– Transitional Housing Program
VIP- Victim Impact Panel
VSU—Victim Services Unit
YASI—Youth Assessment Screening Instrument

Evidence based policy is an approach that helps people make well informed decisions about policies and programs by putting the best available evidence from research at the heart of policy development and implementation. Evidence based practices rely on multiple studies, often referred to as meta analysis.

Evidence based practices are those based on research—they are science based rather than opinion based.

Family Court Unit



INTAKE/PREDISPOSITION

2009

Karen DeSimone, Unit Administrator
Paul Spagnoli, Senior Probation Officer

As we near the end of a decade, it is clear that the challenges faced by the youth and families of our community grow greater while the services and support diminish in the reality of our struggling economy. Striving to meet the needs of many, it is with confidence that we rely upon the continued use of evidence-based tools and programs. By carefully selecting our service approach, we ensure that our efforts are worthwhile and our time and resources used most efficiently. Our commitment to the youth and families in our community, by selecting evidence-based programs that best meet their needs, demonstrates our ability to assist those seeking help today and our readiness to take on the challenges of tomorrow.

Intake Function

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 who seek Orders of Protection. Representatives from Grace Smith House Inc. assist in completing family offense petitions as well as providing advocacy for domestic violence victims.

Appearance tickets issued to potential juvenile delinquents by police departments throughout the county are returnable to Intake. In 2009, 206 Appearance Tickets were returnable to Probation Intake.

Intake also accepts PINS complaints from parents/schools and occasionally police officers. In 2009, 376 PINS complaints were received.

Persons In Need of Supervision (PINS)

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.

SAFE PASSAGE

Many members of the entire department participate in *Safe Passage Home*, a function of Weed and Seed 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 a participant in this endeavor, the department enhances its mission of community corrections.

All youth subject to a PINS complaint are offered a period of Diversion services. During this time, the youth and their family, working with a Probation Officer, are referred to various identified community programs to address the needs which led to the complaint. Diversion services are voluntary and also require the cooperation of the parent / guardian of the youth. Diversion services typically remain open for 6 to 9 months with services ending when the case plan objectives are met and the behavior has improved.

PINS PLACEMENTS
2002 - 60
2003 - 27
2004 - 26
2005 - 19
2006 - 17
2007 - 20
2008 - 23
2009 - 12

The Probation Officers in this unit assist the youth in completing a Case Management Plan which is developed with the family and part of the initial YASI (Youth Assessment Screening Instrument) (see YASI below for further information). During the period of PINS Diversion Services, the Probation Officers work closely with the youth and families to address the identified needs that brought them to Probation by referring them to various programs both within and outside of the agency. If diversion does not resolve the complaint, the matter may be referred to Family Court for further intervention. The Probation Officers in this unit are committed to divert cases from the Family Court whenever possible; as it is a far better outcome to address the needs of a youth and their family on a voluntary basis. This successful effort has resulted in a reduction in PINS Petitions forwarded to Family Court and a dramatic reduction in PINS placements in the past several years.

The PINS coordinator, Paul Spagnoli, receives and assigns all new cases, 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 organizes and facilitates a weekly Intake Review Committee during which all cases accepted for Diversion Services during the preceding week are reviewed with the various co-located services available on-site to consider early referral for assistance. The PINS Coordinator also communicates regularly with all school districts regarding utilization of the program and coordination of individual cases.

The YASI is an evidence-based tool effective in determining risk and protective factors. The domains with the highest risk factors are targeted in the case management plan. PINS Diversion youth with a PRE-YASI low risk level 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.

MAYSI A mental health screening is conducted on all consenting PINS & JD Diversion youth by use of a **MAYSI** questionnaire. The **MAYSI** (Massachusetts Youth Screening Instrument) identifies signs of mental health issues among youth between the ages of 12 - 17 years. Depending on the results, immediate referrals to an appropriate agency may be made or a further evaluation recommended.

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 intake to case supervision. In 2007 a new mediator was hired who serves as both a mediator and the Unit's Restorative Justice Manager.

PINS Case Management 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.

Functional Family Therapy (FFT) Functional Family Therapy is an evidence-based family counseling approach that has been demonstrated to be effective to a wide range of at-risk youth and their families. A team of professionals comprised of Probation Officers, Astor clinical staff, and staff from the Dutchess County Department of Mental Hygiene currently make up the team providing this service to youth and their families involved with the Dutchess County Office of Probation and Community Corrections. A single team member will provide the actual family sessions, but will also work closely with the assigned probation officer. The FFT counseling approach works to develop the unique strengths of each family, and to enhance the families' ability to make positive changes in the future on their own. FFT was made possible through funding from the New York State Division of Probation and Correctional Alternatives.

FFT (Functional Family Therapy) was made possible through funding from the New York State Division of Probation and Correctional Alternatives.

FFT Team



Intake/Predisposition

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.

JD Diversion Services

Following the Appearance Ticket Intake interview, Juvenile Delinquency complaints are reviewed and considered for Diversion Services. Similar to PINS Diversion Services, participation in the JD Diversion program is voluntary on behalf of the youth and family however the victim of the youth's crime must also be in agreement to divert the case and the youth must be willing to accept some responsibility for the crime they are accused of committing. Most JD cases meeting that criterion are offered JD Diversion services for a period of 2 to 4 months. JD Diversion youth with a PRE-YASI low risk level 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. The remaining appropriate JD complaints are assigned to a Probation Officer who completes a YASI and a Case Management Plan and then helps facilitate the youth in meeting the obligations of the plan. The youth work closely with the Probation Officer to address any identified needs that may be contributing to the behavior that brought them into probation and monitor the payment of restitution, if necessary. Additionally, the youth is required to complete the JD Diversion Restorative Justice Program initiatives.

JD Diversion Restorative Justice Program

Launched in 2009, the JD Diversion Restorative Justice Program brings to the unit the traditional philosophy of Restorative Justice; a community response to crime whereby the central focus is shifted to victim needs and offender responsibility for repairing the harm caused. As such, cases assigned to the JD Diversion program have the following requirements for successful program completion:

1. All youth are required to complete **Community Service** hours. The amount of hours is determined by the classification of crime committed. The youth and the Probation Officer will strive to find a Community Service location which connects to the act committed.
2. All youth are required to attend a **Victim Empathy Workshop** facilitated by the Restorative Justice Manager and a Probation Officer. This 90 minute workshop is scheduled monthly and also offered as an individual session for any youth who may not benefit from the group environment (such as a younger participant). During the workshop, there is a 45 minute interactive discussion with written exercises regarding the definition of empathy as it relates to the actions of the participants. This is followed by a 45 minute session during which each participant produces a letter of apology to the victim of his/her criminal act. The letter produced is forwarded to the assigned Probation Officer who then works with the youth to make corrections as needed.
3. All cases require direct contact with the victim of the offense. Probation Officers will seek information from victims, refer victims for support services if needed, and use the victim input to complete a **Victim Impact Statement**. Victim input should also be sought to determine what type of Community Service is selected or if the victim chooses to receive a letter of apology from the youth.

Intake/Predisposition

The JD Diversion Restorative Justice Program completed its infancy in 2009 and now looks ahead to expanding. In 2010, the program hopes to expand to include a Parent Workshop for parents of the youths attending the Empathy Workshop. In addition, the program will be exploring Victim-Offender Mediation and Group/Family Conferencing.

SAFE PASSAGE

Many members of the entire department participate in Safe Passage Home, a function of Weed and Seed 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 a participant in this endeavor, the department enhances its mission of community corrections. Some members of the safe passage team have been trained by Officer Erik Thiele, a City of Poughkeepsie Police Officer who has earned his national certification from the Law Enforcement Bicycle Association.



Department members prepare to use their bicycles for community supervision in the City of Poughkeepsie.

2009 Annual Report

Family Court Investigation and Supervision Unit

Tom Morris, Unit Administrator

Sarah Kennedy, Senior Probation Officer

Chantal Sherwin, Senior Probation Officer



Investigations

The Family Court Investigation and Supervision Unit provides probation services to children and families who are involved with the Juvenile Justice System. These services include pre-dispositional 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. Pre-dispositional supervision of juveniles who were arraigned in Family Court is also provided.

Two full-time and one part-time officer in the Family Court Unit prepare seven different types of investigations that are used by Family Court. The majority of reports produced by the Family Court Unit are for Juvenile Delinquency and PINS matters. 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. 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 Youth Assessment Screening Instrument (YASI) is administered and utilized as an integral part of the Pre-dispositional Investigation. 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.

2009

The following chart illustrates the breakdown of investigations handled by the Family Court Supervision and Investigation Unit during 2009.

<i>Family Court Investigations</i>							
	Custody	Family Of- fense	Guardian	J.D. Pre- Disposi-	PINS Pre- Disposi-	Visitation	Total
Jan-09	4	0	2	6	9	0	21
Feb-09	6	0	0	5	2	0	13
Mar-09	12	0	3	16	7	2	40
Apr-09	8	0	2	8	1	1	20
May-09	8	1	5	8	8	1	31
Jun-09	10	1	3	14	4	1	33
Jul-09	5	0	1	4	6	0	16
Aug-09	2	1	5	11	3	2	24
Sep-09	4	0	1	13	10	1	29
Oct-09	2	1	2	5	5	0	15
Nov-09	1	0	0	4	2	1	8
Dec-09	2	0	0	7	7	0	16
Total	64	4	24	101	64	9	266

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 programs that offer alternatives to pre-trial detention.

During 2009 we have again expanded the number of pre-trial programs available to the courts in an effort to reduce the number of youths being housed in detention prior to the disposition of their case. We have attempted to employ programs that fill the void for youths who may require some support in order to be successfully maintained in the community without the need for pretrial placement in detention. It should be noted that we continue to work toward the goal of providing rehabilitative services, while maintaining youth in their homes whenever feasible, in light of the need to maintain the safety of both the youth and the public.

The pre-dispositional use of the new Juvenile Electronic Monitoring (JEM) Program has remained a popular 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 pre-disposition JEM in their report to the court. 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.

" Our goal is to reduce the number of days a youth spends in juvenile detention and to gain better outcomes for them, while also saving taxpayer dollars," "We have built a system of alternatives to detention to achieve that goal. Studies prove time and time again that kids who go into juvenile detention often become adults who are in the criminal justice system." County Executive William R. Steinhaus said during an announcement of the curfew monitoring program.

The following represents an overview of the programs available to the Family Court Judges during the pre-trial phase of a case. It should be noted that the Release Under Supervision (RUS) and Curfew Monitoring programs were added as new options in 2009.

- **Release Under Supervision (RUS)** - Pre-trial supervision of JD or PINS cases based on specific conditions of pre-trial release outlined by the Family Court Judge.
- **Curfew Monitoring Program** - A program which can be utilized on a pre-trial basis involving a set curfew. Probation staff conduct in-person and phone curfew checks several times a month to verify curfew compliance. This program employs a system of rewards and sanctions for the youths involved in order to encourage compliance.
- **Juvenile Electronic Monitoring (JEM)** - this program has become a very popular pre-trial option that is used frequently by the Family Court Judges.
- **Juvenile Risk Intervention Services Coordination (JRISC)** - During 2009 the Juvenile Intervention Service Coordination Program (JRISC) was maintained. It 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, pre-trial 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.

- **Mental Health Juvenile Justice (MHJJ)** -provided numerous services to probationers with mental health issues via an Astor therapist and case manager. This program lost funding for a period of time and was discontinued at the end of 2008. In 2009 funding was restored and the MHJJ Program was reconstituted in a somewhat different form. The Astor Therapist is no longer co-located at the probation department. However, an Astor Case Manager does work out of the Office of Probation on a part-time basis. Additionally, two Probation Officers are assigned to this program.
- **Continued Diversion / Return to Diversion** - This program is not new this year but continues to expand. It involves only PINS cases. When a petition is filed in Family Court due to refusal to participate in diversion or poor performance on diversion the judge may order a family to participate with diversion services until disposition of the case. This is sometimes used when an investigation is ordered in order to prevent a lapse in service.

Supervision

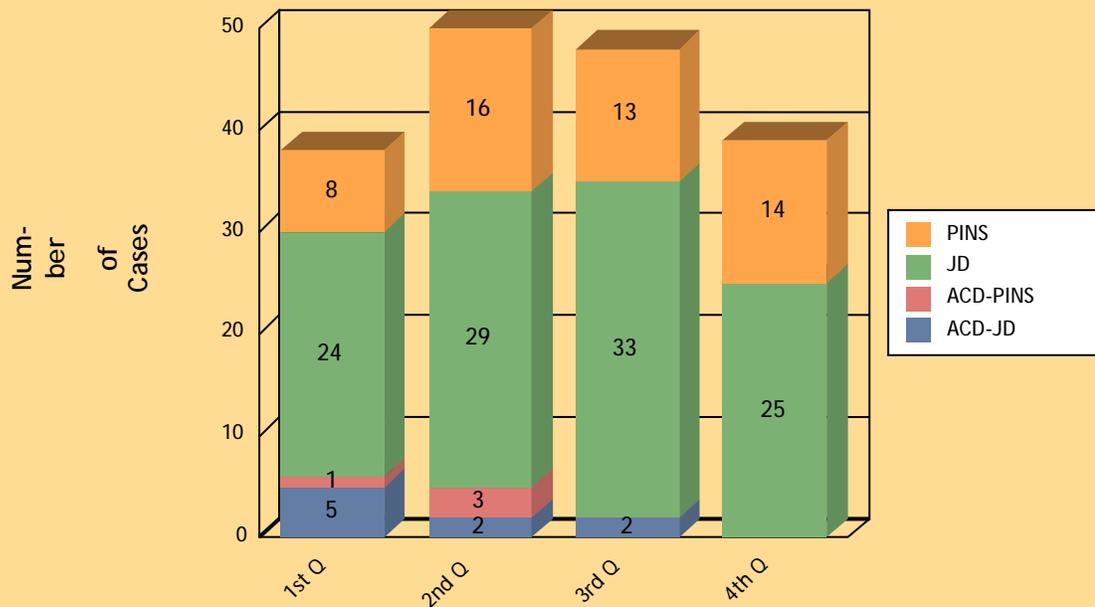
The mission of the Family Court Unit, as it applies to supervision, is to prevent youth from becoming further involved in the juvenile justice system and to prevent their progress into the adult criminal justice system by addressing the issues that brought them into the system. Caseload size varied with one Sr. Probation Officer and two probation officers assigned to intensive caseloads which include 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, the number of youths per officer is limited. The intent was to maintain specialized caseloads with a maximum of 15 youth. In addition to providing intensive supervision of the youth on Juvenile Electronic Monitoring (JEM), the JEM officers also have other specialized duties related to their specialties.

A Sr. Probation Officer oversees various groups held in the office and co-facilitates several groups 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 rehabilitation programs, schools and service providers. This officer also provides transportation of probationers and at times their family members to and from rehab centers and court appointments. The Juvenile Sex Offender (JSO) Officer has extensive contact with the Juvenile Sex Offender therapists and attends bimonthly 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, anger management, gang resistance education and cognitive behavioral development.

We continue to have a Senior Probation Officer, assigned to the BOCES BETA site who works with youth who are on both diversion and formal probation supervision. We also continue to have two probation officers within this unit who taught the Gang Resistance Education and Training (GREAT) program in the Poughkeepsie City Schools and at a summer camp program in 2009. 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.

Juvenile Supervision Cases Received in 2009



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
TRANSFER SERVICE BUREAU/DOVER
ADMINISTRATIVE
PROBATION I. T. SERVICES**

2009

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

This Unit is a specialized division in the department that has the primary responsibilities of Pretrial Release Services, both interstate and intrastate probation transfer services and user-based, first line information technology support as well as various related secondary responsibilities. In addition to the Supervisor and the Senior Officer, staffing includes eight Probation Officers and one Case Manager Aide.

Pretrial Services Unit

Because jail populations 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, administered either by governmental or non-profit organizations. 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 36 years. Finding roots in the US Supreme Court decision Stack vs. Boyle in the 50's and the Vera Institute's Manhattan Bail project in the 60's and 70's, Dutchess Probation's ROR service structured a pretrial release protocol in 1974 in order to avoid unnecessary pretrial incarceration of primarily indigent defendants, based on the premise that if the purpose of bail is to ensure the defendant's appearance in court; then bail is fair only for those who can afford it.

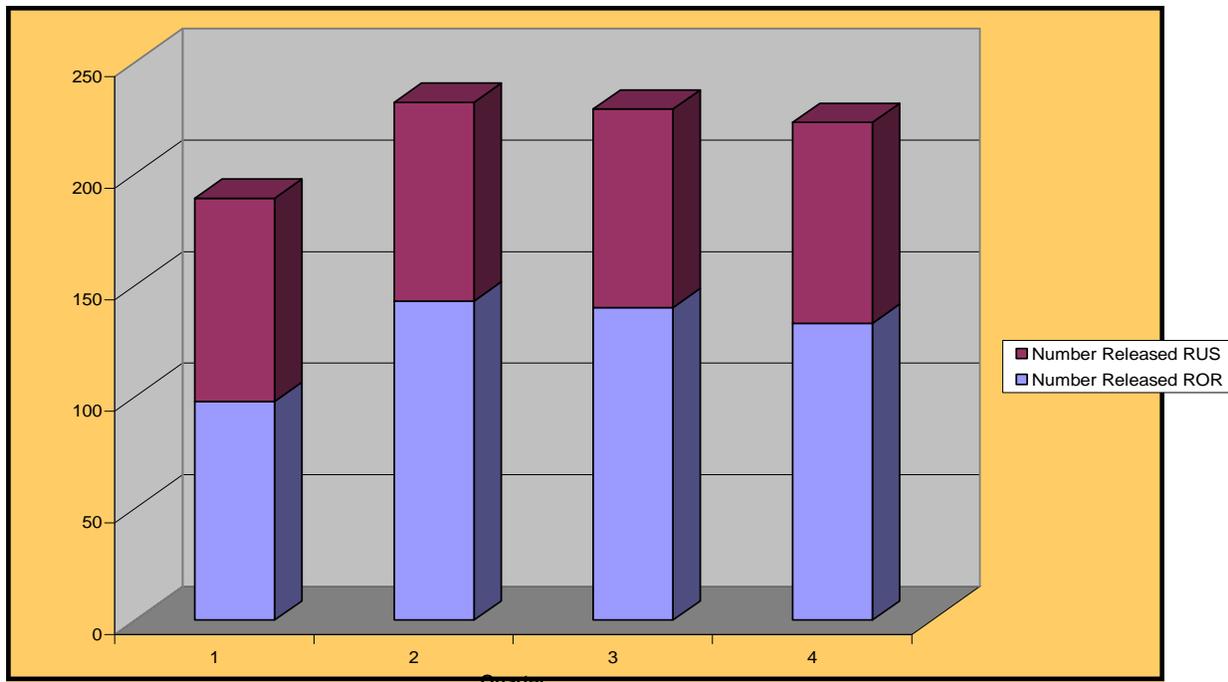
Initially only a jail based program, the structure followed the Vera Institute's work very closely, and in Dutchess, the program proceeded unchanged until the late 1980's, as the jail population exploded. This was not unique to Dutchess, or New York, for that matter, and as such, ROR/RUS programs across the nation were bolstered and expanded. Following the national and statewide trend, and with an influx of dedicated state funding, we expanded several times during this period.

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 through the years 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.

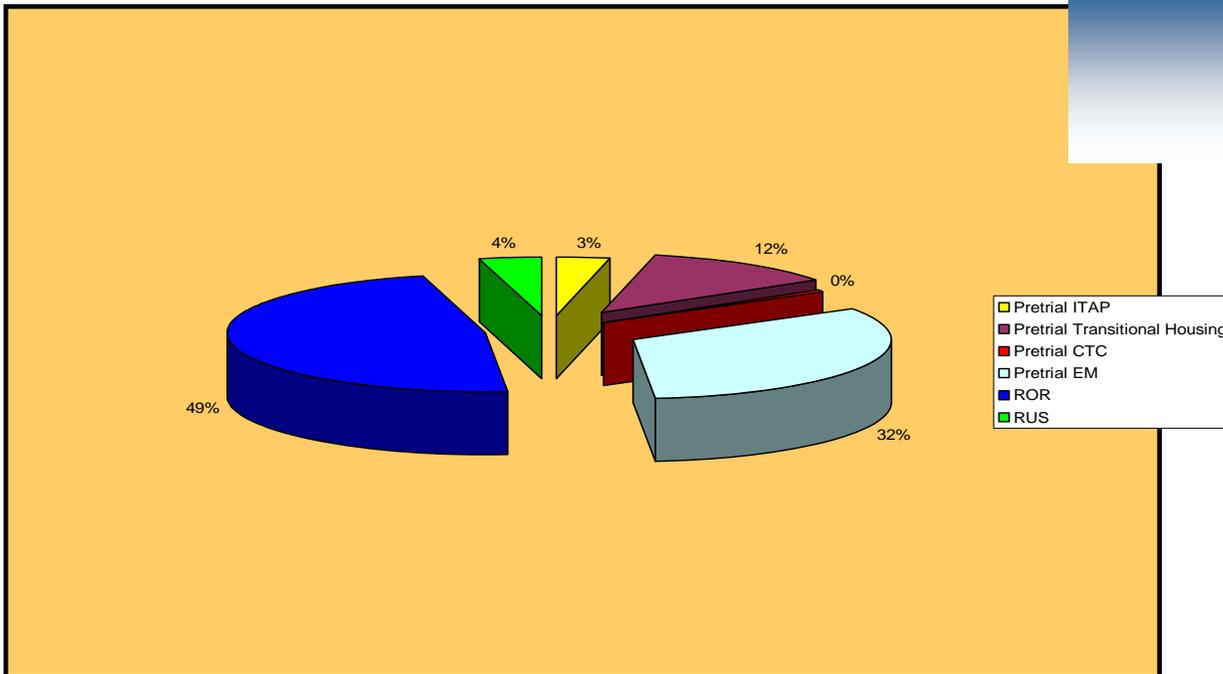
For the period of 2009, the number of interviews and releases remained consistent with previous years and are presented below: Total interviewed: 2495
Total released: 883

Released Pretrial per Quarter 2009



2009 Releases to Pretrial Programs by Percentage

2009



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 lead to arrest, 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 the Dutchess County Department of Mental Hygiene. Both an immediate preliminary plan and a longer term plan are put in place 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.

Pretrial in 2009

2009 saw a state audit of our procedure, case management and data recording processes. The audit report indicated no flaws or problems and found no need for improvements, a testament to the leadership role Dutchess has played in the arena of Pretrial Services. Also in 2009, we made a significant improvement to our interview instrument. In 2008, the entire department had moved to Caseload Explorer®, a new case management system. Additionally, the COMPAS® screening instrument, (specifically the FTA scale, used in release decisions) was updated, requiring realignment of the questions required at interview. Given these two changes, the opportunity presented itself to completely revise our initial interview form. We eliminated data elements that were no longer relevant, added necessary data elements, and realigned the overall structure so that: a) the format mimicked the COMPAS® instrument and b) the data order followed the same order as the CE management system. These improvements added marked efficiencies at both the interview and data entry points.

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

In an effort to better utilize departmental resources and staff, some of the functions at the administrative supervision level were realigned. Most administrative level supervision cases are now handled by staff in the general supervision or DWI supervision units; the administrative caseload with the geographical designation of 'Eastern Dutchess' remains within the unit, supervised by the officer staffing the Dover Office on a full time basis. This officer has the additional responsibilities of the Transfer Service Bureau, with caseloads of both intra- and inter-state probation transfers, as well as a caseload of deported felony probationers.

Administration of the Interstate Commission for Adult Offender Supervision's (ICAOS) Interstate Compact Offender Tracking System (ICOTS), an automated, web based interstate transfer facility, is also centralized within the unit. Last year, it had been determined that the nature of the application did not lend itself well for utilization by officers throughout the department. The application was complex and required interaction at a level of frequency that made it unrealistic to expect usage among all staff to produce consistent results, resulting in time wasted correcting similar errors repeatedly. Two clerical personnel were appointed to be the main users of the application and a virtual interface was created to get the necessary data to them in order to make the ICOTS system work at peak efficiency. To date, this has proven quite successful, as the assigned staff have become in-house 'expert' users.

Probation Information Technology

In the area of information Technology, 2009 was another year of training, as well as regularly being called upon to resolve issues on both the hardware and application functionality. The year began with department wide training on the AJL (Aegis Justice Link) application. As the application was slated to go live later in the year, a number of half-day training sessions were scheduled to include staff from the entire department. The AJL enables searches across the four Public Safety applications within county government (Sheriff, DA, Jail and Probation) in order to share demographics (including photos), charge information, and a number of other pieces of data that not only promote efficiency, but also keeps each agency on target. The application was deployed late in 2009.

Later in the first quarter, two members of our original build team for the Caseload Explorer® Case Management application were asked to go to Albany to present a System Administrators

class through Live Meeting® that was broadcast statewide. The presentation covered the administrative functionality of the application, specifically aimed at New York State users. The session was recorded and continues to be extensively viewed.

2009 also marked the end of our contract with MHS, the provider of our LSI risk assessment instrument. As New York State had a contract in place with Northpointe®, to provide the COMPAS® risk assessment instrument to probation departments statewide, we made the decision to transition in 2010. In preparation, another department-wide training session was conducted in late 2009. Access to the COMPAS® application is somewhat unique, as it is obtained through the DCJS Integrated Justice Portal web application. The training covered user account and security set up and navigation through both the portal and the COMPAS® application.



2009

Electronic Monitoring/ Warrant Unit

Jack Kryzak, Unit Administrator
John P. Egan, Sr. Probation Officer
Vicki Bradley, Sr. Probation Officer

Our department has been supervising adult offenders on Electronic Monitoring since 1989. 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. Mobile EM receivers carried by officers in vehicles allow them to detect transmitters in the community, if the transmitter is in range.

In February 2009, our department began using this technology to monitor juveniles following an agreement with the County Attorney's Office and Dutchess County Family Court. Juveniles considered for EM can be either adjudicated or pre-dispositional, and are at risk and facing the possibility of placement in non-secure or secure detention. 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 courts use this alternative to incarceration/detention option extensively because it allows individuals under intensive supervision to remain employed or in school, and therefore productive, while enabling probation officers to respond immediately in the event of a violation of program rules.



During 2009, 489 new Electronic Monitoring cases were received from the courts, 79 of which were juveniles; averaging 34 adults and 6 juveniles per month. The total number of individuals placed on EM in 2009 represents a 9% increase above the 2008 calendar year. 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. As an alternative to incarceration/placement, EM has played a significant role in reducing the number of days served by defendants/respondents in custody.

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. Most 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 2009, 171 individuals were admitted to THP, and of that number 150 were successfully discharged to either inpatient treatment programs or half way houses. ITAP averaged 58 individuals in treatment per month in 2009 with 57 new admissions during the year.

Transitional House Garden



This project was accomplished through a collaboration with the Office of Probation and Community Corrections, Project More, Inc./Transitional House, Cornell Cooperative Extension Master Gardener Program and Cornell Cooperative Extension Food, Nutrition and Wellness Program. Training was given to staff and residents on good gardening practices, weed and pest control, composting, etc. This project also addressed pro-social leisure activities and health and wellness to the chemically addicted criminal justice population. While teaching residents about good nutrition, it also emphasized giving back to the community as some of the produce was donated to a local charitable agency.

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 including GED training, Moral Reconciliation Therapy, 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. During 2009, Project MORE, Inc. admitted 16 probationers into the PVRC program. During this year a total of 8 were discharged; 6 successfully and 2 unsuccessfully. PVRC's success rate has shown that this program can assist probationers in their rehabilitation in a cost effective manner.

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 2009, 121 Violation of Probation warrants were issued by various courts in Dutchess County. Also during 2009, 140 Violation of Probation warrants were executed by this department directly or with the assistance of police agencies within New York or adjoining states.. 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.



Audra Schumacher, Unit Administrator
Donna Rhoads, Senior Probation Officer
Pam Francis, Senior Probation Officer
Diane Whiteman, Senior Probation Officer

Pre-sentence Investigations

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. Additionally, Courts may order a pre-plea investigation which is conducted prior to a finding of guilt. These pre-plea investigations require written authorization by the defendant, defense counsel, and the prosecuting attorney. The pre-sentence/preplea investigation provides the court with background information that is 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 risk and needs assessment (LSI-R and COMPAS) tool. This information is compiled into a report and submitted to the court to be used in determining an appropriate sentence. Pre-sentence reports are used by probation officers extensively 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.



2009 Annual Report

The Investigations Unit has begun to phase out use of the LSI-R and has begun to use the COMPAS-*Correctional Offender Management Profiling for Alternative Sanctions* Probation Risk Assessment as this standardized risk and needs assessment tool was developed specifically for and validated for use with offenders in New York State. This evidence-based tool, which covers four types of risk (violence, recidivism, failure to appear in court and community non-compliance) and 18 different criminogenic needs, helps to enhance the professional judgment of staff by providing an objective assessment of the offender. Criminogenic needs, those needs that we know lead to or cause criminal behavior, are identified by use of the tool. Protective factors that lead to or enhance the development of prosocial behaviors, are also identified. By reducing the number of dynamic risk factors, as identified by the LSI-R or COMPAS, and through the utilization of programs that are targeted to address an offender's needs, the offender is likely to make positive change. The risk of recidivism is then reduced.

An integral part of the Investigations Unit is the Victim Services Unit which is comprised of a Senior Probation Officer and a Crime Victim Specialist from Family Services who is located at the Probation Office for 16 hours per week. 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, DWI, robbery and burglary. The remaining referrals are primarily for victims of crimes related to fraud, criminal mischief and larcenies. The Victim Services Unit also maintains consistent contact with the Domestic Violence Unit at Probation regarding issues of victim safety.



Senior Probation Officer Pam Francis was honored by the Crime Victims Assistance Program of Family Services at their annual celebration of Crime Victims Rights Week for her work with Crime Victims.



2009 Annual Report

In most of the serious cases, the Senior Probation Officer and the Crime Victim Specialist meet with the victim and their family members to help them prepare a Victim Impact Statement. The Victim Impact Statement outlines for the court the impact the crime has had. The Victim Services Unit also assists victims in preparing appropriate restitution requests as well as securing documentation to support their request. While the Victim Impact Statement is made part of the Pre-sentence Investigation report and submitted to the Court, victims sometimes, with the support from the Victim Services Unit, read their statements in Court for both the judge and the defendant to hear.

In addition to helping victims complete Victim Impact Statements, the VSU collaborates with the District Attorney's office to ensure prompt communication and accurate information is relayed to the victim(s). 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 such as Battered Women's Services.

In 2009, the Victim Services Unit received 270 referrals for assistance with victim impact statements, services and support. Also in 2009, the Victim Services Unit, in collaboration with the Mediation Center, facilitated a group in which juvenile offenders are introduced to the concept of victim empathy and write letters of apology to their victims (though the letters may not be sent in deference to the wishes of the victim.) The process of writing the letter serves as a powerful reminder of the consequences of the offense, however.

The Victim Services Unit's goal for 2010 is to initiate a Victim Impact Panel (VIP) for adult offenders on probation who have committed robberies, physical assaults, burglaries, larcenies, etc. Since a VIP for DWI offenders is already in place, the focus of this VIP would encompass most other crimes.

In October 2009, the Investigations Unit implemented the use of the PSI Wizard which is part of the new case management system (Caseload Explorer.) The pre-sentence report document was also enhanced and developed into an easier to read format. This implementation of the PSI Wizard and new document has eliminated redundant data entry while continuing to provide the courts with quality investigations and reports that contain evidence based information concerning risk and need as well background criminal and social data.



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The bulk of training in 2009 for this unit revolved around the use of the Caseload Explorer, PSI Wizard and implementation of COMPAS. 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 affect, and relate to, probation supervision.)

In 2009, the Investigations Unit opened 1418 investigations, in comparison to 1403 in 2008 and 1287 in 2007. This represents a steady increase in the number of investigations ordered and the workload of the eight primary officers completing investigations.

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.



2009



Adult Supervision Unit

Jane F. Salese, Unit Administrator

Vivian Cirillo, Senior Probation Officer

Dan Bryant, Senior Probation Officer

Last year's annual report concluded with the following paragraph: "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 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."

The beginning of that report and numerous reports in the years prior to that one, provide background information about the department's attempts to implement evidence based practices in the area of adult supervision. In short, the decision to implement that change was based on several factors, primary of which was research demonstrating that existing correctional models, specifically those based on contact driven supervision strategies that provided increasingly punitive sanctions to address non compliance, were not reducing recidivism nor leading to sustained change in criminal conduct. Those same models were impacting budgets and incarceration rates which, in the United States, continue to remain among the highest in the world.

The department received 1,052 adult supervision cases in 2009.

2009

Adult Supervision Unit

The challenge of undertaking a change of this nature has been substantial, especially given the relative comfort that exists in maintaining the status quo. It has also been challenging convincing staff, many with years of experience, that the correctional model they had been trained in, and, in many cases ardently believed in, was simply not that effective in protecting the community by sustaining long term change in criminal behavior. Current research demonstrates that this is not an experience unique to our department. Still, there have been significant strides made in several areas. Specifically, in the adult supervision units, we have utilized an assessment tool to reorganize caseloads based on risk. We have also expanded our use of in house cognitive based supervision groups; outcomes of which will be discussed below. Finally, on-going training and discussion has emphasized the use of motivational interviewing techniques to enhance and maintain an offender's interest in changing patterns of criminal thinking and behavior. Currently there are efforts underway to institute full peer review in addition to the quality assurance review already in place. Finally, an important goal remains ensuring that every case includes a supervision plan, based on a risk assessment, which identifies where change needs to occur, engages the offender in that change and is the primary focus of each contact.

In conclusion, in 2009, specially trained supervision officers in the General Supervision Unit facilitated a total of four cognitive based supervision groups.

2009 READY, SET, WORK — Officers Beth Winfield & Diana Francis



During 2009, we held two Ready, Set, Work! job readiness groups. These groups were facilitated by two staff members. The Ready, Set, Work! program covered topics such as the completion of informal career assessments, offender rights relative to employment, resume and application development and completion, the development of interview skills, budgeting and spending, employer expectations, job retention, barriers to employment and related resources, job searching, problem solving and identifying the role of the One-Stop.

It appears that this program has been helpful to offenders in different ways. Most find the mock interviewing and the offender rights modules to be helpful. Though many lack basic job search skills upon entering the program, they leave the program with a completed application template which allows them to transpose information to a “real” job application. Participants also work on developing basic problem solving skills relative to obtaining and retaining employment. Obviously, the groups are more productive when participants are intrinsically motivated to find employment.

The first group was held in January and the second in July of 2009. Six individuals completed the first group and five completed the second group. One individual obtained employment during the group sessions and seven probationers found work shortly after completion of Ready, Set, Work! Two other group participants completed their probation sentences shortly thereafter and their current employment status is unknown. However, they are more likely to succeed with the job knowledge and skills they received during their period of probation supervision.

Input from staff has been positive. This program is valuable to this agency as research shows that there is a direct correlation between unemployment and recidivism. Therefore, the department has trained probation personnel in the Ready Set Work! Curriculum developed by the National Institute of Corrections. Ready, Set, Work! helps offenders to be more prepared to apply for, obtain and retain employment and hopefully will help in reducing the risk of recidivism of the participants.

During 2009, the Men’s Anger Management Group consisted of three scheduled sessions in January, July, and November. Groups met once per week for approximately 1-1/2 hrs. In retrospect, it appears the Men’s Anger Management Group worked best when there were at least 10 participants. This seems to allow for more group interaction and for participants to learn from each other.

In December 2009, two new groups were implemented: Shoplifter’s Group and the Marijuana Group. Groups met once per week for 1-1/2 hours.

All group lessons, except Ready, Set, Work!, are drawn from the Adult Crossroads workbooks which are provided by the National Curriculum & Training Institute, Inc. (NCTI). The lesson presentations are adjusted according to the needs, abilities, and skill-set of the participants. There are many topics to cover when presenting to participants and topics can vary according to the specific groups. However, there are universal components which are dealt with in each group. These components are: 1) Values, Attitudes & Behaviors 2) Coping Skills 3) Stress 4) Responsibility 5) Communication 6) Goals. These six components are crucial for the participants, as they require reflection and analysis and also prompt interactive discussion. At the completion of most groups, the participants are asked to complete an evaluation of the class. The evaluation serves a few purposes. Significantly, it provides a positive sense of empowerment to the participants and also generates participant feedback which the facilitator uses for the next group. Additionally, the evaluations are provided to the Supervisor and Director for their review and input. Thus far, it appears that information provided to participants and the skills they’ve acquired during these groups exceeded their expectations and serve as an important component to their successful completion of probation.

High Risk Unit

Karen O'Connor, Unit Administrator
Robert Dosiak, Senior Probation Officer
Jeffrey Walraven, Senior Probation Officer
Donna Gorman, Senior Probation Officer

The High Risk Unit of the Dutchess County Office of Probation and Community Corrections encompasses four different types of caseloads. The unit is supervised by a Unit Administrator with training and experience in all four areas of supervision. The Unit also has three Senior Probation Officers, seven Probation Officers and a social worker assigned to Probation by the Department of Mental Hygiene. The Unit utilizes all three of the Department's satellite offices.

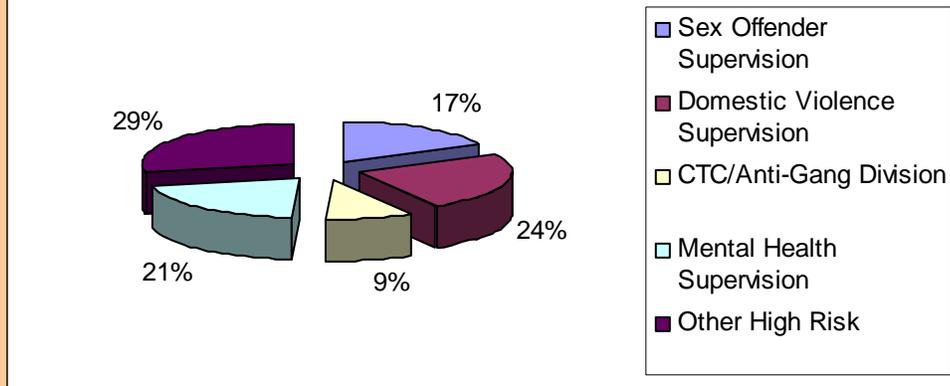
High Risk Supervision

The majority of the probationers supervised by the High Risk Unit are placed there because they have scored in the high violence and high recidivism categories of the Compas Risk Assessment Tool. Each of the five officers who supervise this category of offenders maintains a caseload of between 45 and 52 cases, slightly lower than the general caseloads. These cases require a higher level of supervision. 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 Compas 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.

With limited resources the department has decided the most efficient and safest way to organize caseloads is by risk to the community and specialization. The Probation Officers in the High Risk Unit 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.

Many of the offenders who fit into this category are severely and persistently mentally ill. The Social Worker imbedded in the unit works closely with the Probation Officers to provide appropriate and timely referrals to mental health service providers.

HIGH RISK ADULT OFFENDER SUPERVISION UNIT



High Risk Supervision Unit	
Sex Offender Supervision	83
Domestic Violence Supervision	115
CTC/Anti-Gang Division	44
Mental Health Supervision	98
Other High Risk	136
	476

Sex Offender

In addition to the High Risk cases that are determined by Compas score, the High Risk Unit also has two probation officers who supervise the Sex Offender caseload. These caseloads consist of approximately 100 offenders charged or convicted of crimes of a sexual nature. The biggest change in this caseload has been changes in the law regarding technology. E-Stop legislation and other changes to the Sex Offender Registry have increased the requirements of all Probation Departments. We have gained ground in finding and monitoring sexual offending behavior via computer and internet use by acquiring free software that allows us to access offenders' electronic devices. The two officers assigned to the Sex Offender Unit in addition to the Unit Administrator and an Officer assigned to do Sex Offender investigations received training in the Static 99 risk assessment tool, and other training to continue to update the information they have in this rapidly evolving area of criminal justice. The New York State Division of Probation has organized several networking opportunities for county Probation Departments to help establish best practices for the state in both the adult and juvenile sex offender area. Dutchess County Probation was actively involved in helping establish those best practices and many of our practices were adopted by the state as guidelines. In addition, members of the unit have been able to continue to work with various other county, state and private agencies to provide the most up-to-date and comprehensive protection from sex offenders available anywhere in the country.

Community Transitions Center

The Community Transitions Center has one Probation Officer II assigned to the center to supervise approximately 68 offenders, about 30 who report daily to a day reporting center. In addition, the Probation Officer II helps coordinate and facilitate the program by working closely with the contract agency.

This past year this program was opened up to other offenders who required only part of the programming thus allowing them to keep jobs in the community or childcare commitments, but also accessing the excellent programming, groups and educational classes. Many of these probationers attend one or two evenings a week. The addition of the part time component has increased the number of offenders we can serve at CTC and has the added benefit of exposing more Probation Officers to this valuable programming.



Senior Officer Robert Dosiak was honored by CASVSA for his work on Domestic Violence

Domestic Violence

The Domestic Violence Unit is staffed by 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 often 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 bi-weekly, 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-arrest 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.

DWI Unit

Joanne Nellis—Unit Administrator
Robert Davis—Senior Probation Officer



The DWI Unit was formed based on the special needs of DWI offenders, and the danger posed to the community by their behavior. With the implementation of risk/needs assessment tools, it became apparent that while criminogenic needs were identified, risk levels scored by the DWI offenders did not include the specific threat they posed to the community (and themselves) by drinking and driving. It was recognized that close monitoring of these offenders, which would include increased fieldwork and surveillance, was necessary. The specialization of the supervision of these chronic offenders has allowed for closer and more consistent monitoring. This has aided our goal of promoting community safety by reducing recidivism. The officers within the unit work to accomplish this through overseeing treatment participation, surveillance of driving behavior and holding offenders accountable for their actions.

The unit is comprised of nine (9) probation officers, and a case manager aide. In 2009 the DWI Unit supervised between 590 and 610 DWI offenders at any given time, 30% of the total adult probationers supervised by the department. Included in this unit is the STOP-DWI Program, which is comprised of three (3) officers with smaller caseloads, who supervise high-risk offenders. These offenders generally have multiple DWI convictions; have experience with the criminal justice system or have been involved in a DWI related crash. One of the officers of the STOP-DWI Program is a Senior Probation Officer, who is credentialed as an Alcohol Substance Abuse Counselor (CASAC). As a CASAC, this officer is able to consult with staff as needed and provide insight into the offender's behavior. Four (4) officers supervise medium-risk offenders, and a case manager aide manages the Administrative Caseload. This Administrative Caseload is comprised of lower-risk offenders, who have been supervised for a significant amount of time and have completed all or most court mandates. Another officer, trained specifically in women's issues, supervises all the female DWI offenders.

In conjunction with the use of actuarial risk assessments and substance abuse evaluations, individualized case plans are developed. High risk/need areas are clearly outlined and innovative strategies are designed to address these need areas. Officers use the principles of evidence-based practices in developing an appropriate case plan. By using cognitive behavioral methods and setting goals around agreed upon need areas, the offenders are intrinsically motivated to change. The Unit Administrator is also using the risk assessment scores in conjunction with general compliance in determining supervision levels within the unit, and caseload assignment.

2009 Annual Report



As the number of DWI offenders supervised by this department each year increases, we strive to use more innovative approaches to continue to effectively supervise these offenders, within the constraints of more limited resources. Some of the strategies we have employed include the gender specific (women's) caseload, continued use of cognitive behavioral groups, and group reporting sessions.

The gender specific caseload allows us to address issues specific to women offenders and works on building positive coping skills, as well as reinforcing positive leisure activities. One of the most innovative strategies we have developed is the book club, which meets monthly, and is comprised of 6-8 probationers and several probation staff. The group meets to discuss the book selection of the month; discussing issues and ideas that might apply to the probationers. The meetings also highlight food and customs of the area/time period of the story's setting. This positive leisure activity has proven to be effective in demonstrating a pro-social/ non-alcohol related activity.

Group reporting sessions reduce the time spent on routine office reports, which allows for more fieldwork and surveillance. During group reporting, a new topic related to relevant issues is discussed and probationers have an opportunity to share their experiences with each other.

During the latter part of 2009, the New York State Legislature passed what is commonly referred to as Leandra's Law. This law will increase the penalties for Driving While Intoxicated with a minor in the vehicle and, effective August 15, 2010, will require the installation of an ignition interlock device for individuals convicted of misdemeanor or felony Driving While Intoxicated offenses. It is anticipated that this new law will impact the DWI supervision of probationers in 2010, not only by increasing caseloads, but also in the way we supervise offenders.

The officers in the DWI Unit are anticipating this challenge and continue to visualize ways to meet the needs of the offender, while maintaining community safety.

2009 Annual Report

Financial Unit

Peggy Milone, Business Manager
Theresa Brown, Principal Accounting Clerk

Program Assistant – Bharti Desai
Program Assistant – Michele Paterson
Accounting Clerk – Carol Miles-Milligan
Accounting Clerk – Tracy Rouse
Office Assistant – Dianne LeBeouf

Financial Unit Responsibilities

The financial unit is divided into 2 sections:

Section one is responsible for:

- ◆ state claims for revenue reimbursement
- ◆ the supervision of contracts with various agencies throughout the county
- ◆ the accountability of all bills our department incurs during the year from various vendors and interdepartmental county offices, where we purchase our goods and services.

Section two is responsible for:

- ◆ the collection of supervision fees that go directly into county revenue
- ◆ the collection of restitution and the distribution of money to pay victims
- ◆ the restitution surcharges that go directly into the county revenue
- ◆ collection of restitution from non-probation restitution cases



Financial Unit

The Financial Unit has multiple responsibilities and interacts with the public, other departments, victims and department members on a daily basis.

The Unit oversees the process to reimburse the county monies that are spent for various activities. There are various claims related to specific functions as well as regular State Aid claim. 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 the fiscal year. The reimbursement would include salaries of officers and support staff, the purchasing of computers, the management of computers and their programs, travel costs, professional literature costs, training, maintenance of vehicles, electronic monitoring, interpreter services, and other functions.

We use the services of interdepartmental county offices such as the Auto Center which services and supplies 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 payment to each department for their services.

We use the services of non-county agencies such as Astor, Community Transition Center, Transitional Housing, Mediation and Family Services. These contracts may be renewed each year and are completed through the budget process. These agency contracts are administered by this unit and monitored carefully making sure expenditures are spent according to the contract.

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

The Financial Unit also collects court ordered restitution from defendants. This money is then distributed to the victim/s of that defendant; there is a 5% surcharge that is also collected. A \$30.00 supervision fee can be collected monthly from defendants as directed by local law. Money collected from these fees are revenue for Dutchess County.

Non-probation restitution is the collection of money from an offender who is not on probation. Although not under probation supervision, they still are required to pay restitution to their victim/s. There is no end date for non-probation cases and they remain open until all restitution has been paid.

2009

Financial Unit

RESTITUTION SURCHARGES AND SUPERVISION FEES COLLECTED IN 2009 FOR REVENUE

JANUARY - FEBRUARY - MARCH

SURCHARGE/RESTITUTION: \$ 189.08
ADULT SUPERVISION: \$ 2,580.00

APRIL - MAY - JUNE

SURCHARGE/RESTITUTION: \$ 2,979.33
ADULT SUPERVISION: \$21,371.12

JULY - AUGUST - SEPTEMBER

SURCHARGE/RESTITUTION: \$ 1,932.86
ADULT SUPERVISION: \$22,007.77

OCTOBER - NOVEMBER - DECEMBER

SURCHARGE/RESTITUTION: \$ 4,254.19
ADULT SUPERVISION: \$40,372.69

TOTALS FOR 2009

SURCHARGE/RESTITUTION: \$ 9,355.46
ADULT SUPERVISION FEES: \$ 86,331.58

Restitution collected for 2009 was \$216,185.05

Restitution distributed to victims in 2009 was \$201,430.98



2009

SUPPORT SERVICES

Karen Kotchie: *Support Services Assistant*

Lori Olheiser

Senior Program Assistant

Willie Zack

Senior Office Assistant

Beacon Office

RECEPTION

Bonnie Durgin-Christine Lewis-Maureen Roddy

SUPPORT STAFF

James Bell-Rosemarie Callahan-Shaunte Hess

Peggy Hill-Pam Lane-Lisa Lanigan-Cassandra Roman- Katrina Lucarini

Nancy Spilbor-Donna Yaros-Tanya VonMontague

The support services of Dutchess County Office of Probation and Community Corrections are an integral part of both the Poughkeepsie and the Beacon offices. Due to its size, the Poughkeepsie office utilizes a clerical support staff of thirteen and three full time receptionists. The Beacon office utilizes one full time Senior Office Assistant for all their support functions. Both 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. Last year 33,264 probationers reported at our Poughkeepsie office alone. In addition, numerous people enter our lobby daily, seeking information or assistance. Hundreds of phone calls are received each day and routed to the appropriate individuals or other agencies. The support staff interacts and assists with numerous outside county, state, and federal agencies. School meetings, criminal justice meetings, interdepartmental and inter agency training all take place at the Poughkeepsie office. The support staff comes in daily contact with many different professionals: school officials, police officers, lawyers and judges all come through our doors and are treated with courtesy and respect.

Support Services Supervisor
Karen Kotchie



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 responsible for assisting the officers with the preparation of reports for family and criminal court, typing memos and correspondence, opening and closing all case files, opening and closing all Electronic Monitoring cases, Department of Social Services Connections, and for the data entry into case files. In August of this year, the support staff assumed the responsibility for the accurate data entry and coordinating contact with ICOTS. (Interstate Compact Offender Tracking System)

In addition to these duties, the support staff is responsible for ordering supplies, upkeep of all copiers and printers, maintenance of all case records, past and present, as well as the many other supporting duties critical to the functioning of the agency.

The payroll for all the Poughkeepsie, Beacon, Dover, and Millbrook offices are done by the Support Staff Senior Program Assistant located in the Poughkeepsie office. This past year the payroll process was updated and modified, reducing some of the time consuming and repetitive entries that were needed in the past, thus reducing redundancy and paper waste.

The support staff rises to meet the many different challenges of each day with skill, competence and professionalism. They are truly the foundation which supports the Dutchess County Office of Probation and Community Corrections.



TRAINING

STAFF DEVELOPMENT

TRAINING

Professional staff are required to complete twenty-one hours of professional training each year. Training for probation officers must encompass a wide range of topics in order to equip them with the tools necessary to perform their duties. Officers also need to be trained in evidence based practices in community corrections on a regular basis.

Consequently, the average probation officer receives many more hours than the required

twenty-one hours of training each year. In fact, staff received 4,015 hours of training in 2009. We are extremely fortunate to have adequate training monies made available by the county to address staff and department needs. 2009 priorities for officer training included Motivational Interviewing skills, mental health issues for people in the criminal/juvenile justice system, alcohol/substance abuse issues, officer safety, offender employment, domestic violence, gangs, sex offenders and Restorative Justice practices, victims issues and professional development for supervisors. Highlights of training



received include:

Motivational Interviewing and Cognitive Behavioral Approaches:

Twenty-six officers attended training on motivational interviewing as part of our Connect training series.

Four officers attended Implementing the Family Support Approach for Community Supervision Training.

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.

We have two probation officers who have continued their training as Functional Family Therapists. Other juvenile probation officers attend training on Functional Family Therapy to understand how to deliver services to families receiving Functional Family

Therapy in a manner consistent with the principles of Functional Family Therapy.

Two probation officers and one Deputy Director attended training on Structured Family Therapy with Andy Fussner. This is the family therapy that is delivered to our MHJJ families.

Alcohol/Substance Abuse:

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.

Twenty-four Officers attended a Connect training on Current Drug Trends.

Thirteen officers attended Prescription Drug Abuse training.

Eleven officers attended Integrating Tobacco Use Interventions into Chemical Dependency Settings.

Thirteen officers attended a STOP DWI sponsored training.

Gangs:

Our three officers who are certified as trainers of GREAT continued GREAT in-service training and one of our GREAT officers participated in GREAT National Training Team in-service and has gone on to receive certification as a national GREAT trainer.

Fourteen officers attended the CAYSA Training Symposium which included a seminar on gang training.



Probation officers visiting local neighborhoods reduce reliance on vehicles by using bicycles.

Officer Safety:

Sixty-nine 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.

Twelve officers are certified to carry and use batons.

Thirty-seven officers meet New York State requirements for firearms certification. Thirty-five of those officers also meet departmental requirements to carry a firearm.

Professional Development for Supervisors:

One recently promoted supervisor attended supervisor training through our county at Dutchess Community College.

Two supervisors and a senior probation officer attended "Tools for Tolerance for Supervising Line Staff" through the New York Tolerance Center.

Offender Employment:

One officer who was trained as an Offender Workforce Development Specialist provided through the NYS Department of Probation and Correctional Alternatives, the NYS Department of Labor and the National Institute of Corrections continues to facilitate the Ready, Set Work! Curriculum for probationers.

Ten officers participated in a two series Webinar through the Legal Action Center which dealt with discrimination against people with alcohol and drug histories related to housing and employment.

Five officers attended "Making it Work, Employment, Self Sufficiency and Hope".

Domestic Violence:

Nine officers attended "Domestic Violence and Pet Abuse- The Link".

Four officers attended Domestic Incident Report Collaboration meeting.

Nine officers attended "Domestic Violence, Substance Abuse and Mental Health Issues" with Lundy Bancroft, National Prize Winning author.

Four officers attended "Cultural Considerations in Domestic Violence Cases".

Sex Offenders:

Three officers attended Static 99 training. The Static 99 is an evidence based sex offender risk assessment tool.

Seven officers attended "The Use of Activity Logs in the Supervision of Sex Offenders and other High Risk Probationers".

Three officers attended "Managing Sex Offenders in the Community".

Restorative Justice:

The co-located mediator from the Collaborative Solutions Team attended training on Family Group Counseling. She has continued to train juvenile diversion officers on Restorative Justice practices, including an empathy letter writing workshop. All of our JD Diversion youth attend these workshops as part of their diversion experience. The supervising probation officers attended this training for the purpose of being able to reinforce the concepts of empathy letter writing with the youth on their caseloads. This is part of an ongoing effort to incorporate Restorative Justice practices in our JD diversion caseloads.

Victim Issues:

One officer attended "Helping Victims of Domestic Violence".

Five officers attended "The DC Sniper: The Domestic Violence Story Behind the Killings".

Other related trainings included: Eighty-nine officers completed CPS Mandated Reporter training. All staff continued training in the Caseload Explorer system. Eight officers completed 20 hours of training in Spanish geared for social workers and probation officers who work with the Spanish speaking population.

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, 12 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.