

**2011
Annual
Report**

**DUTCHESS COUNTY OFFICE OF
PROBATION AND COMMUNITY
CORRECTIONS**



**Marcus J. Molinaro
County Executive**

**Mary Ellen Still
Director of Probation**

**Catherine A. Lane
Deputy Director**

2011 Annual Report

A Message From the Director



I am pleased to submit the 2011 Annual Report for the Dutchess County Office of Probation and Community Corrections.

During 2011, the department continued to make progress in the implementation of evidence-based practices. As so eloquently described by Unit Administrator Jane Walker in the General Supervision section, the adoption and incorporation of evidence-based practices is a process rather than an outcome that can readily be attained. To the credit of the employees of the department, great strides have been made.

In addition to incorporating evidence-based practices into daily operations, the department is preparing for the implementation of new supervision rules promulgated by the state. These rules, grounded in evidence-based research, will focus attention on our highest risk probationers.

From working with at-risk youth to special populations of adult probationers, the probation officers exhibit professionalism and creativity in performing their duties. Probation Officers also provide the Family Court and criminal courts with investigations that provide judges with the information needed to make informed decisions. In performing its critical role, the Office of Probation and Community Corrections is truly the “hub” of the criminal justice system.

The department recognizes and appreciates the ongoing support of County Executive Marcus Molinaro and the Dutchess County Legislature.

2011

Table of Contents

Message from the Director

Table of Contents

Organizational Chart

Mission Statement

Administration

Family Court Intake/Predisposition Unit

Family Court Investigation and Supervision Unit

Pretrial Services Unit

Electronic Monitoring/Warrant Unit

Presentence Investigation Unit

Adult Supervision Units

DWI Unit

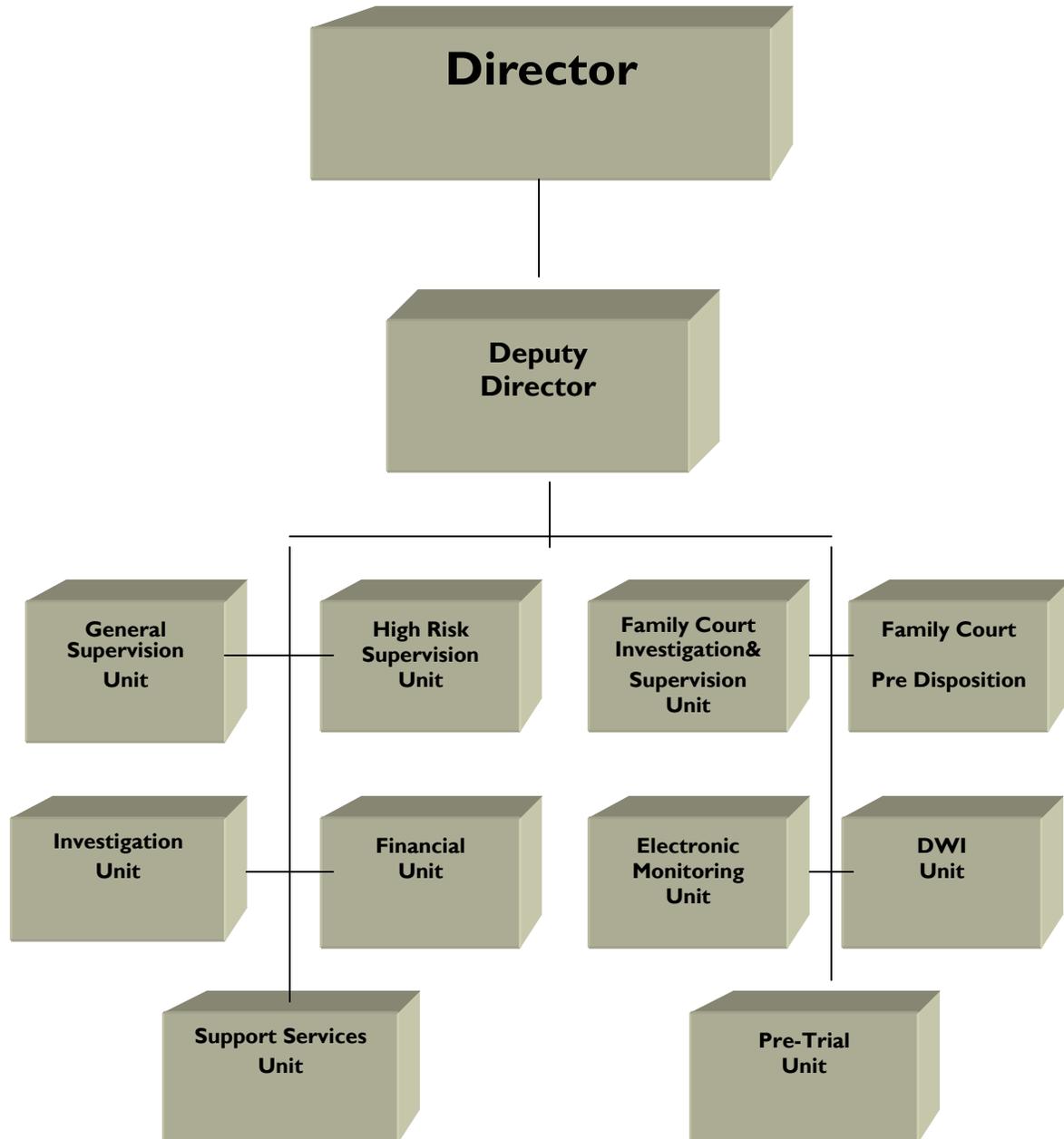
Finance/Restitution Unit

Support Services Unit

Staff Development

Employee Recognition

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



Units

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

Unit Administrators

Audra Schumacher
Karen DeSimone
Jonathan Heller
John Kryzak
Tom Morris
Karen O'Connor
Jane Salese
Joanne Nellis
Peggy Milone
Karen Kotchie

Dutchess County Legislature Public Safety Committee

Kenneth Roman, Chairman
Steve White, Vice Chairman

James Doxsey
DJ Sadwski
Benjamin Traudt

Marge Horton
John Thomes

Family Court Unit Intake/Diversion Services

Karen DeSimone, Unit Administrator
Diane Whiteman, Senior Probation Officer

Although Dutchess County continued to face economic challenges in 2011, our services for Youth at Risk and their families continued to provide assistance and support. Probation Diversion programs assist youth at risk; seeking to address and resolve their needs while diverting them from a more consequential response in a courtroom. The youth brought into the juvenile justice system are faced with many societal issues: drug/alcohol abuse, bullying/cyber bullying, family problems, peer pressure, poverty, and gangs to name a few. As the issues become increasingly complicated, we respond by providing evidence-based programs either in-house or by outside referral. The Functional Family Therapy program is now in its third year offering services to Dutchess County youth and families at the Office of Probation in both Poughkeepsie and Beacon. In addition, the Diversion Unit continues a Restorative Justice program offering a monthly Empathy and Apology Letter writing workshop. Lastly, the Diversion Unit is staffed with a team of probation professionals who exhibit dedication, caring, and commitment to those they serve. We are reminded every day that the youth of our community will always be our greatest asset and our hope for the future.

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 2011, 174 Appearance Tickets were returnable to Probation Intake.

Intake also accepts PINS complaints from parents, schools and occasionally police officers. In 2011, 344 PINS complaints were received.

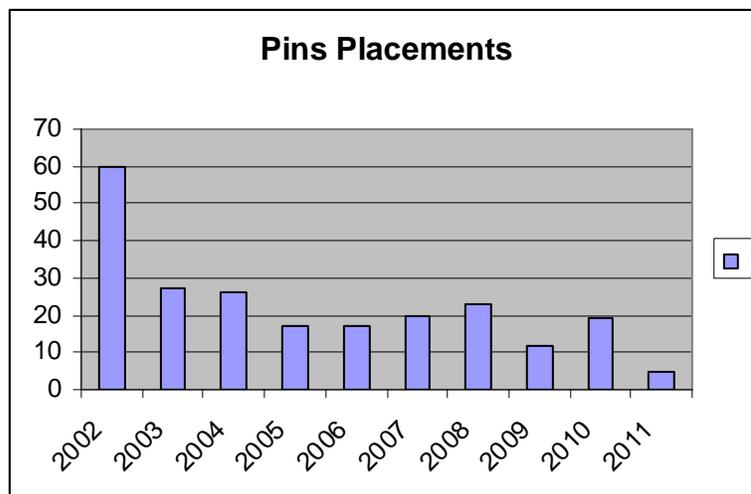
Persons In Need of Supervision (PINS)

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.

PINS Diversion Services

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 six to nine months with services ending when the case plan objectives are met and the behavior has improved.

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 Assessment (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, Diane Whiteman, 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.

YASI - The YASI (Youth Assessment Screening Instrument) 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, and substance abuse screening and assessment. They can be utilized as a team or individually at any stage from intake to case supervision.

Functional Family Therapy (FFT) Functional Family Therapy is an evidence-based family counseling approach that has demonstrated to be effective to a wide range of at-risk youth and their families. A team of professionals comprised of a Probation Officer, Astor clinical staff, and staff from the Dutchess County Department of Mental Hygiene currently makes 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.

Juvenile Delinquent (JD)

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 alleged offense 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 two Probation Officers. 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 is also sought to determine what type of community service is selected or if the victim wants an apology letter.

Family Court Investigation and Supervision Unit

Audra Schumacher, Unit Administrator

Sarah Kennedy, Senior Probation Officer

Chantal Sherwin, Senior Probation Officer

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 (PINS) and Juvenile Delinquency (JD). Probation supervision is provided for youth adjudicated as Persons in Need of Supervision and Juvenile Delinquents, as well as for youth who received Supervised Adjournments in Contemplation of Dismissal on JD and PINS petitions. Pre-dispositional supervision of juveniles who were arraigned in Family Court is also provided.

Investigations

Two full-time and one part-time officer in the Family Court Unit prepare seven different types of investigations that are used in the Juvenile Justice System. In 2011, the officers completed a total of 218 predispositional Investigations. 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 prepare updated investigations and reports 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.

Pre-trial Services and Programs

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.

The pre-dispositional use of the 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 cases 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.

In an effort to reduce the number of medium and lower risk youths being housed in detention prior to the disposition of their case, we continue to expand and utilize a variety of pre-dispositional programs. In addition to having a court liaison present in Court on Tuesdays when most juvenile cases are heard, the Office of Probation and Community Corrections receives the daily census of all youth remanded to Non Secure Detention as well as Secure Detention. A probation officer reviews each case to determine if the youth can be released from detention and safely maintained in the community under the supervision or intervention of one of the pre-trial programs. We continue to work towards 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.

- ***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*** – Probation staff conduct in-person and phone curfew checks several times a month to verify curfew compliance. The Court can mandate the youth to participate in this program or it can be a voluntary participation agreed upon by the family.
- ***Juvenile Electronic Monitoring (JEM)*** – This program continues to be utilized frequently by the Family Court Judges in lieu of pre-dispositional detention.
- ***Juvenile Risk Intervention Services Coordination (JRISC)*** –The Juvenile Intervention Service Coordination Program (JRISC) is grant funded and provides intensive services to prevent out of home placement of high risk youth as identified by the Youth Assessment and Screening Instrument (YASI). A probation officer, a probation case manager aide, and an Astor therapist are all on-site at the probation department and work collaboratively. The JRISC team maintains a caseload of fifteen families. Families participate in Functional Family Therapy; an evidence based program which research has shown effectively reduces recidivism. The case manager aide provides support to the families, assisting in accessing community resources as well as engages the youth in prosocial activities and ensures completion of community service.
- ***Continued Diversion / Return to Diversion*** – This program 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.

In 2011, the Family Court ordered 154 youth to predispositional supervision.

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. The officers assigned to these caseloads work collaboratively with the treatment providers and courts to improve outcomes of the youth.

A Senior Probation Officer oversees various groups held in the office and co-facilitates several groups to address needs and develop strengths. The Youth 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 rehabilitation 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 that 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 in 2011. 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, and treatment for substance abuse, mental health issues and sexual offending behaviors.

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

Jack Kryzak, Unit Administrator

Carol Hooper, Senior Probation Officer

Timothy Meester, Senior Probation Officer

This Unit is a specialized division in the department that has the primary responsibility of Pretrial Release Services. In conjunction with pretrial release, this unit oversees the Transitional Housing Program (THP) facility and has a Probation Officer assigned to the Intensive Treatment Alternative Program (ITAP). Processing of sentenced outgoing intrastate transfer cases and supervision of sentenced outgoing interstate cases are also a part of this unit's responsibilities.

Pretrial Services Unit

The presence of an effective Pretrial Release program has been shown to provide mitigation of jail crowding; providing for a more efficient and equitable use of jail confinement while offering the courts many 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. The Pretrial Services Unit is then responsible to monitor the defendant to ensure court appearances are kept. RUS refers to the release on a promise to appear in court with other conditions, which restrain the defendant's behavior and movements, and are monitored in this county by this department's Pretrial Services Unit.

Dutchess County is fortunate to have been involved in providing pretrial service programming for the past 38 years. Finding roots in the US Supreme Court decision *Stack vs. Boyle* in the 1950's and the Vera Institute's Manhattan Bail project in the 60's and 70's, Dutchess County Probation structured a pretrial release protocol in 1974. Our 'ROR' program was developed 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 a benefit only for those who can afford it.

Initially only a jail based program, the structure in Dutchess County followed the Vera Institute's programming very closely, and our program proceeded unchanged until the late 1980's, when 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 without compromising community safety. 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 system process, providing additional 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 of the defendant 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 on Sundays. 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 for direct release are carefully reviewed for more restrictive programming such as Electronic Monitoring, ITAP, and Transitional Housing.

For the period of January-December 2011, the number of interviews and releases remained consistent with previous years, and tend to mirror the number of jail admissions. Quarterly representations are shown below:

| | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 | Total |
|---------------------------------|------------------|------------------|------------------|------------------|--------------|
| Number Screened | 583 | 656 | 664 | 609 | 2512 |
| Number Interviewed | 468 | 514 | 515 | 496 | 1993 |
| Number Released | | | | | |
| ROR | 107 | 151 | 127 | 117 | 502 |
| RUS | 82 | 97 | 111 | 100 | 390 |
| Bail | 42 | 2 | 0 | 0 | 44 |
| Total # released | 231 | 250 | 238 | 217 | 934 |
| % interviewed of total screened | 80.27% | 78.35% | 77.56% | 81.44% | 79.34% |
| % released of total interviewed | 49.36% | 48.64% | 46.21% | 43.75% | 46.96% |

Pretrial in 2011

Due to personnel changes that impacted departmental requirements during 2011, the Pretrial Unit was restructured in June to include the addition of ITAP and the Transitional Housing Program. This change added the ITAP Probation Officer and the THP Senior Probation Officer to the Unit, as well as oversight of these two programs by the Unit Administrator. This change was practical as both of these programs support pretrial services and foster a reduction in jail overcrowding.

ITAP, which is jointly operated by the Department of Mental Hygiene and Probation, has one full-time probation officer assigned. This program provides intensive outpatient substance abuse treatment Monday through Friday to defendants mandated by the courts. The Probation Officer assigned to ITAP uses the COMPAS Probation Risk Assessment Instrument to identify primary and secondary risk and need factors, and then develops a case plan with input from ITAP counselors. The case plan helps to determine what goals and tasks the defendant needs to work on in order to progress in treatment. Goals and tasks are developed to resolve the highest risk factors first. Once progress is made on primary goals, which address the highest risk/need factors, the defendant can begin working on secondary goals and ultimately progress to employment and independent sober living. The COMPAS has proven to be an accurate, reliable and helpful assessment instrument in the substance abuse treatment process. During 2011, ITAP averaged 60 individuals in treatment per month with 76 new admissions during the year.

The Transitional Housing Program 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 Transitional Housing Program 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. Transitional Housing Program also provides temporary residence to some defendants before they enter inpatient treatment. Transitional Housing Program and ITAP collectively act as alternatives to incarceration while offering defendants with serious substance abuse problems the opportunity for recovery. During 2011, 160 individuals were admitted to Transitional Housing Program, and of that number 126 were successfully discharged to inpatient treatment programs, half way houses or the community.

Since 2008, Project MORE, Inc., the contract agency for Transitional Housing Program, has operated the Probation Violation Residential Center (PVRC) in the Mid-Hudson area at Transitional Housing Program, as the result of a grant from the New York State Office of Probation and Correctional Alternatives. Initially, the grant area consisted of Columbia, Dutchess, Orange, Putnam and Ulster Counties. However, during 2011 the Director of the New York State Office of Probation and Correctional Alternatives expanded the grant area to include other Hudson Valley and adjoining 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 Transitional Housing Program where they are provided with a variety of supportive services to include GED training, Moral Reconciliation Therapy, substance abuse evaluation/education/treatment, and employment and life skills training. Currently, PVRC allows a maximum of eight 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 2011, Project MORE, Inc. admitted 23 probationers into the PVRC program. Also in 2011, a total of 21 PVRC participants were discharged from the program; 16 successfully and 5 unsuccessfully. PVRC's success rate has shown that this program can assist probationers in their rehabilitation in a cost effective manner. As a result, funding for this program has been approved for 2012.

During 2011, the Pretrial/Mental Health Diversion Initiative continued 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 underlying mental health issues that have manifested themselves in these behaviors. 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 of Poughkeepsie 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 are put in place so 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.



Adult Drug Courts

Drug Courts were introduced to Dutchess County in 2001. During 2011, the City of Beacon Drug Court (misdemeanor level) and Judicial Diversion at County Court (felony level) have played an active role in the supervision and adjudication of defendants with significant substance abuse problems. The intensive nature of these two programs helps to enhance each participant's ability to maintain a productive and drug free lifestyle. Defendants approved to participate in these drug court programs become eligible for a reduction in their underlying criminal charge upon successful completion of the program. The Office of Probation and Community Corrections provides designated staff assigned to each court. These Probation Officers have specific roles and duties, and work as part of the Drug Court Team.

Transfer Service Bureau Unit

The probation officer assigned to screen new remands to the Jail on a daily basis for ROR/RUS, has the additional responsibilities of monitoring defendants, sentenced to probation in Dutchess County, whose cases have been transferred to other states. This monitoring is done primarily via the Administration of the Interstate Commission for Adult Offender Supervision (ICAOS) and Interstate Compact Offender Tracking System (ICOTS), an automated web based interstate transfer facility. Monitoring of outbound Interstate cases is required until the termination of the case by maximum expiration, early discharge or revocation.

Additionally, a Case Manager Aide assigned to this unit manages all incoming Probation supervision cases from other counties until their residency in Dutchess County is confirmed and supervision is assigned to a Probation Officer. This Case Manager Aide also is responsible for the "housekeeping" intake procedures on all new non-specialized cases sentenced to Probation. This duty includes an initial contact, collection of a DNA sample, an initial drug test, photographing the defendant, a review of general conditions of Probation, and the collection of signatures on required forms.

Electronic Monitoring/Warrant Unit

Tom Morris, Unit Administrator

John P. Egan, 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 officers 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. Recently, mobile data terminals (MDTs) were installed in two of the vehicles operated by EM Officers which provide access to the main EM Server as well as the probation case management system. The MDTs provide additional information to field officers, enabling them to use their time more effectively and efficiently.

In February 2006, our department began using EM 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 2011, 592 new Electronic Monitoring cases were received from the courts, 128 of which were juveniles. This represents an overall increase of 9% in the past twelve months and an increase of 18% since 2009. It is also significant to note that there has been a 29% increase in the number of juveniles on house arrest from the previous year.

| EM CASES RECEIVED 2011 | |
|---------------------------|------------|
| Pre- Trial E.M. | 393 |
| E.M. Pre-Trial (Juvenile) | 75 |
| Sentenced E.M. | 71 |
| E.M. Sentenced (Juvenile) | 53 |
| Total | 592 |

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.

| EM AVERAGE DAILY POPULATION 2011 | |
|---|------------|
| Pre- Trial E.M. (<i>Adult & Juvenile</i>) | 83 |
| Sentenced E.M. (<i>Adult & Juvenile</i>) | 27 |
| Total | 110 |

As part of a restructuring in June of 2011, The Intensive Treatment Alternative Program (ITAP) and the Transitional Housing Program (THP) were transferred from the Electronic Monitoring Unit and became part of the Pre-Trial Services Unit. Additionally, the information technology (IT) functions within the department were transferred from Pre-trial Services to the Electronic Monitoring Unit.

In the area of information technology, 2011 was another year of providing for the department's needs through training. Numerous individual and group training sessions pertaining to the various software systems unitized at probation were held throughout the year for new employees. Staff assigned to IT duties are regularly called upon to resolve issues related to both the hardware and software applications utilized by probation staff.

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 2011, 217 Violation of Probation warrants were issued by various courts in Dutchess County and investigated by our department's Warrant Bureau. Also during 2011, 196 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. Additionally, the Warrant Bureau assists the United States Department of Homeland Security, Immigration and Customs Enforcement (ICE) in the arrest of foreign born probationers who are in the United States illegally, and who have been determined by ICE to be amenable to deportation based on certain probation eligible convictions. These individuals are taken into custody at the Probation Office by ICE agents and held in federal custody while the disposition of their deportation case is decided.

| WARRANTS DISPOSED OF - 2011 | | | | | |
|---|-------------------------|-------------------------|-------------------------|-------------------------|--------------|
| | <i>1st Q</i> | <i>2nd Q</i> | <i>3rd Q</i> | <i>4th Q</i> | <i>Total</i> |
| <i>Arrest By Probation</i> | 8 | 12 | 7 | 9 | 36 |
| <i>Executed</i> | 21 | 24 | 19 | 25 | 89 |
| <i>Extradited from another</i> | 0 | 0 | 0 | 2 | 2 |
| <i>Extradited from another State</i> | 1 | 0 | 3 | 1 | 5 |
| <i>Police/Jail TOT Probation</i> | 11 | 7 | 3 | 1 | 22 |
| <i>Surrendered to Court</i> | 2 | 5 | 6 | 3 | 16 |
| <i>Surrendered to Police</i> | 4 | 3 | 0 | 1 | 8 |
| <i>Surrendered to Probation</i> | 5 | 1 | 3 | 3 | 12 |
| <i>Vacated</i> | 2 | 1 | 0 | 2 | 5 |
| <i>Violation W/D</i> | 0 | 0 | 0 | 1 | 1 |
| Total | 54 | 53 | 41 | 48 | 196 |

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.

Adult Investigations Unit

Jonathan Heller-Unit Administrator (Supervisor)

Donna Rhoads-Senior Probation Officer

Pamela Francis- Senior Probation Officer

Daniel Bryant- Senior Probation Officer

Within the criminal court system, determination of an appropriate sentence rests with the Judge. The appropriateness of a sentence is influenced by a number of different factors, and each sentence is individualized and tailored to meet the requirements of the law. The presentence investigation and report is likely the most powerful tool that the Judge will utilize in determining sentence on a criminal defendant.

New York State requires that the Probation agency within each county, in our case, The Office of Probation and Community Corrections, complete each Presentence Investigation required as ordered by a court. The New York State Penal Law, Criminal Procedure Law and the Executive Law each govern the scope and nature of the investigation and resultant report, as well as setting other specifications, such as the requirement that the investigation and report shall be completed by a probation officer.

The purpose of a presentence investigation report itself is to provide the sentencing court with pertinent information prior to the sentencing of an adult offender and will include information on the following:

- ◇ Legal history information and analysis
- ◇ Facts of the presenting offense(s) from the points of view of the prosecution, defendant and victim
- ◇ Input from the arresting officer
- ◇ Social circumstances
- ◇ Education
- ◇ Employment
- ◇ Military Duty
- ◇ Physical health
- ◇ Mental health (including drug/alcohol use or abuse information and treatment history)
- ◇ Restitution information (if applicable)

Included in the investigation process is the application of a risk assessment screening tool, the COMPAS®. **COMPAS** is a statistically based risk assessment specifically designed to assess key risk and needs factors in correctional populations and to provide decision-support for justice professionals when placing offenders into the community. It aims to achieve this by providing valid measurement and succinct organization of the relevant risk/need dimensions. A further goal of **COMPAS** is to help practitioners design case-management support systems for offenders in community and institutional placements. Fully web-based and windows compliant **COMPAS** is applicable to offenders at all seriousness levels from non-violent misdemeanors to repeat violent felons.

The conclusion of the fully prepared presentence investigation report includes an analysis by the officer of the factors that he or she believes led to the offender's involvement in the criminal activity that culminated in the sentence about to be imposed. The officer also makes a recommendation toward a specific sentence that will best achieve reduced recidivism, victim restoration, and community safety, while meeting the legal requirements set by statute.

Additional statutory functions of the presentence investigation include the establishment of Youthful Offender status and the investigation that initiates the process of a victim restitution account.

Youthful Offender adjudication by the court first requires that the probation department verify eligibility, and indicate whether in fact the adjudication is mandatory.

Victim loss verification in order to determine the amount of restitution, the determination of any codefendant's responsibility toward payment, and an appropriate, realistic repayment plan are all established at the point of investigation.

A sub category of the presentence investigation is the Pre-Plea investigation and report. In some cases, and when all parties (the Judge, the DA, the defense attorney, and the defendant) are in agreement, it may be appropriate for the court to order an investigation and report prior to taking a plea. This would permit all parties to have an informed view of the implications of a potential sentence prior to entering into the proposed plea agreement so the process can move forward.

While not bound to the sentence recommendation as put forth in the investigation report, it is rare that the recommendation and the ultimate sentence imposed will deviate significantly. Additionally the report is utilized post sentence by probation officers to form the basis for a supervision plan, by prisons to appropriately classify defendants, by release boards in making parole decisions, and by treatment providers to address individualized treatment needs.

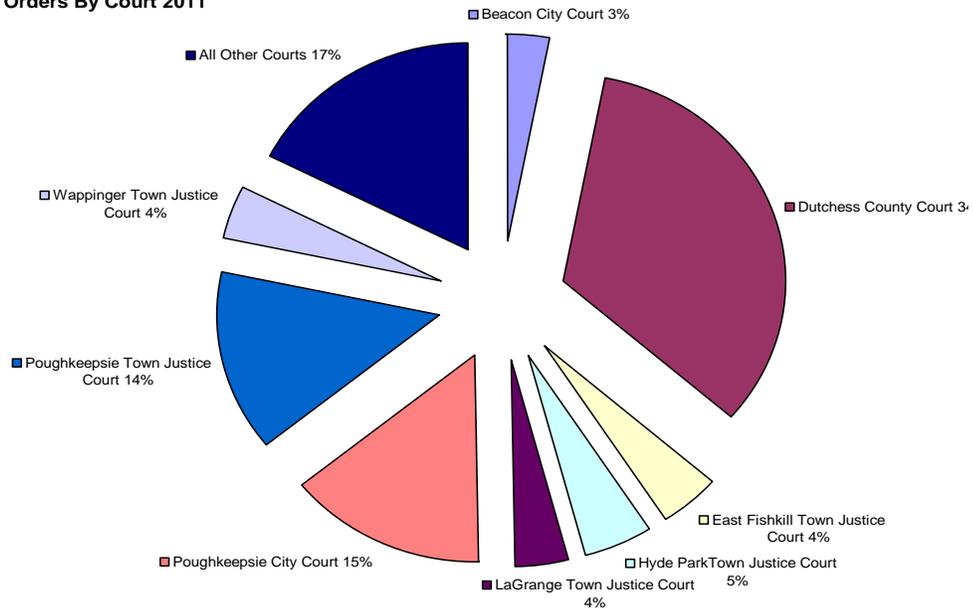
In addition to the adult presentence investigation and report, the unit is responsible for the application processing, investigation and production of recommendation reports for Certificates of Relief from Disabilities (CRD) imposed by the Court. When an individual is convicted of a felony or certain misdemeanors, he or she is forbidden by statute to hold or make application for certain professional licenses, such as a CNA or Liquor license. In some cases, it may be appropriate for the individual to obtain permission to apply for such a license. The CRD allows the application to proceed, however the presence of the conviction may still be grounds for denial of the license.

In Dutchess County, the investigations unit serves the 34 criminal courts and conducts courtesy investigations for other counties.

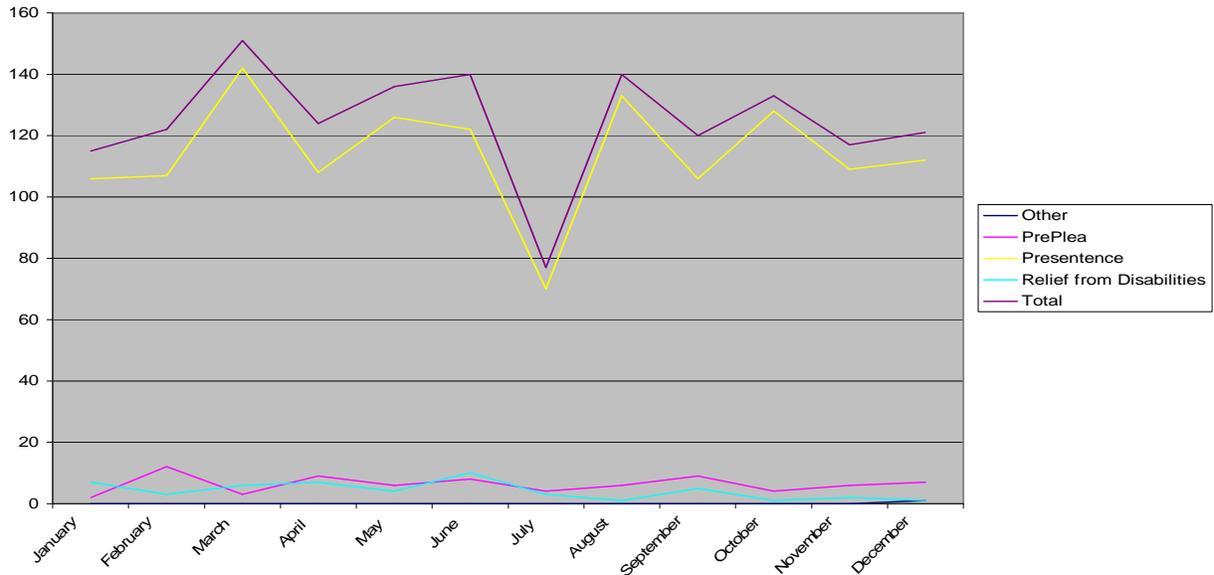
For 2011, the number of orders has decreased from last year's record number of orders:

| | Other | Pre-Plea | Pre-Sentence | CRD | Total |
|------|-------|----------|--------------|-----|-------|
| 2011 | 1 | 76 | 1369 | 50 | 1496 |
| 2010 | 3 | 82 | 1491 | 89 | 1665 |
| 2009 | 1 | 65 | 1286 | 67 | 1419 |

PSI Orders By Court 2011



Annual trend analysis by month -Investigations Ordered



Changes to the unit for 2011 were primarily personnel related. Jon Heller began as the new Supervisor in June, and Daniel Bryant replaced a senior officer. There were a number of line officer changes as well, dictated by staffing needs and resources. The specific roles of the three Senior Officers were more clearly delineated and specialized so as to promote greater efficiencies while capitalizing on their areas of expertise.

Plans for 2012 include the exploration of a new risk assessment tool and preparing for a new statewide repository for presentence investigations. We will also work with the IT department in looking towards systems of electronic delivery of the Investigation reports to the courts.

General Adult Supervision Unit

Jane F. Walker, Unit Administrator

Vivian Cirillo, Probation Officer II

Paul Spagnoli, Probation Officer II

In the field of probation and community corrections, the pivotal “What Works” correctional literature, compiled from two decades of correctional research, suggested that correctional efficiency could be drastically improved by implementing a specific set of risk reduction strategies. By utilizing an actuarial based assessment tool to assist in identifying an offender’s risk of recidivating, classifications of risk, ranging from lowest to highest could be generated. The tool also identifies issues, specific to the offender being assessed, which will likely result in further criminal behavior (i.e. substance abuse, lack of job skills or employment, and criminal orientation typically labeled “criminal thinking”). Finally, interventions, mostly cognitively based, are identified to target those issues.

Our own experience implementing these programs in the Adult Supervision Units over the last several years, and specifically in 2011, has taught us that limiting opportunities for high risk offenders to intermingle with low risk offenders is significant, as is the importance of “backing off” offenders who have been identified as having lower risks and lower needs. Although we have learned that no single tool can replace an officer’s practical knowledge, experience and intuition, we have also come to the realization that minimizing contact with low level offenders and shifting from a contact driven, “one size fits all” supervision model is not only necessary, if the goal is to focus on risk reduction rather than (just) risk control, but imperative. Given the current economic crisis facing our county, state and nation, the importance of using resources and interventions on individuals who are more likely to reoffend, and therefore pose a greater risk to community safety, cannot be understated. However, and as noted in past annual reports, introducing a new correctional philosophy, especially in the adult supervision units, has not been without its challenges. Since most of the early change has had to be attitudinal, staff who strongly identify with the Probation Officer as authority figure model and those who have been with the department long enough to remember the explosion of offenders sentenced to probation as the result of the get tough on crime laws enacted in the 1980s and 1990s, have probably had the most hurdles to overcome. The tremendous growth in the number of offenders sentenced to probation, the result of policy choices that occurred twenty to thirty years ago, was in no way commensurate with either larger budgetary and staff increases to deal with the volume, or a consistent methodology of how to handle the volume or variety of crimes, especially in a county like Dutchess, which encompasses both large urban and rural areas. The emphasis was on risk control during those years, rather than risk reduction. The growth was staggering and in addition to coping with overwhelming workloads, many officers were disheartened by offenders who simply seemed to recycle through the correctional system without displaying any sustained change in behavior. In hindsight, we now know that policy choices made twenty and thirty years ago not only failed to reduce recidivism or affect long term change in offender behavior, but were actually counterproductive for offenders who would have fallen into the category we now define as low risk. Overall, those policies, which were unrelated to any specific spikes in crime, also resulted in the United States becoming a nation with one of the highest documented incarceration rates in the world, contributing to one of the worst fiscal crisis in generations.

In an effort to become less dependant on incarceration, emphasis was placed on finding more effective and less costly alternatives for certain offenders. Hence, community correctional programs like probation gained greater attention, especially after research demonstrated that given the necessary resources and tools, probation could meet both those goals.

Since the General Supervision Unit supervises the bulk of the department's adult offenders, we realized early on that incorporating evidence-based practices and programs, at least initially, was less something you do and more a way you think. As indicated earlier, this shifting of attitudes has been challenging. However, we have made progress. For example, it is significant to recognize the differences incorporated in the language we now use when discussing an offender's case. "What is his/her risk score?" or "Are they high, medium or low?" are now considered routine questions that refer directly to an offender's assessment score and level of supervision. They also help an officer make judgments and/or take action on the range of issues dealt with on a day to day basis. Additionally, it is not unusual to hear officers asking if a treatment agency is "evidence-based" or if they have any "CBT groups" (cognitively based treatment groups). The use of this type of language alone cannot be over emphasized, as it demonstrates an incorporation of evidence-based practices on behalf of the officers and reflects a giant step forward in how they think about what they do. In turn, we hope that future reports will reflect the concrete results and positive outcomes as the result of these changes.

The following is a brief synopsis of developments and events in the General Supervision Unit during 2011:

Officer Beth Bobela continues to be certified as a Offender Workforce Development Specialist. She facilitated two 8 week sessions of Ready, Set, Work, a program for unemployed or underemployed offenders. Officer Bobela was assisted by Officers Robin Green and Diana Francis. This program was developed by the National Institute of Corrections.

Officer Diana Francis facilitated a Women's Anger Management program from May through July, 2011. The curriculum used for this group is evidence-based.

Officers have started to utilize the American Community Corrections Institute (ACCI), a cognitive based on-line program with a range of curriculums. Accessed in 2011 were Anger Management and Substance Abuse programs.

Officer Joan Salerno Beach is the facilitator for the Drug Treatment Court Judicial Diversion program for Dutchess County Court. This program is a voluntary supervised alternative to the traditional disposition of criminal charges offered to eligible defendants in criminal courts. A team, with the Judge as the central player, works towards helping offenders overcome drug dependencies. The program graduated its first class in 2011 and continues to demonstrate positive results.

Two more sessions of the evidence-based Non DWI Victim Impact panel were held in 2011 with both programs at capacity. This project is coordinated by Senior Probation Officer Diane Whiteman.

The number of seriously mentally ill offenders continues to grow. Fiscal cuts in the budget of agencies designed to serve this population pose serious challenges in accessing treatment. Offenders who would be better served in mental health programs frequently end up in the criminal justice system, which does not have the training or ability to cope with the types of behavior often exhibited by this population.

We continue to experience a tremendous growth in the abuse of prescription medications, especially opiates and heroin. The numbers are staggering. We are attempting to work with other agencies to develop strategies to deal with these populations and also need support for staff who are encountering more and more probationer deaths from overdoses.

Over the past year, we have recognized the need for a different assessment tool for the YO (Youthful Offender) population. We have begun to look into using assessments, such as the YASI to better predict levels of risk and needs for this population.

The numbers of referrals made from this Unit to the Community Transitions Center (CTC) has grown dramatically in 2011 (see information about this program under Senior Probation Officer Donna Gorman's report).

Summary

Since evidence based practices are less focused on process and more on outcomes, it is anticipated that in 2012 and beyond, annual reports will begin to take a very different look. Internal review processes will continue to be implemented to ensure program fidelity and to assess whether or not the changes in our approach are delivering projected results. Following the evidence-based format, the (annual) report itself will become more outcome based.

High Risk Unit

Karen O'Connor, Unit Administrator

Robert Dosiak, Probation Officer II

Jeffrey Walraven, Probation Officer II

Donna Gorman, Probation Officer II

The High Risk Unit of the Dutchess County Office of Probation and Community Corrections encompasses four separate high risk caseload types: High Risk Supervision, Sex Offender Supervision, Community Transitions Center Supervision, and Domestic Violence Supervision. The unit is supervised by Unit Administrator Karen K. O'Connor who has training and experience in all four different areas of supervision. The Unit also has three Probation Officer II's, seven Probation Officer I's and a social worker assigned to Probation by the Department of Mental Hygiene. The Unit utilizes all three of the Departments 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. 10% of the high risk caseload falls in the "Greatest Risk" category, we are anticipating increased supervision requirements will be mandated in this area for 2012. Each of the five officers who supervise high risk offenders maintains a caseload of between 55 and 60 cases, somewhat lower than the general caseloads. The caseloads have continued to increase over the past year, the average caseload going up by five cases for each officer. These cases require a higher level of supervision than those probationers falling in the general supervision category. 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 might be expected, the high risk caseloads also generate the greatest number of violations of probation. During 2011 we formed a committee that engaged in planning to create a process that will review all violations of probation in an attempt to gather better information on why and under what circumstances probationers fail to successfully complete their probation sentences. This committee will also attempt to provide more consistent recommendations on probation violation dispositions. The "Dispositional Review Committee" began to review probation violations in November 2011, and is still evolving. The committee consists of the Director of Probation, two Unit Administrators and Probation Officers with a variety of experience in different aspects of Probation. It is anticipated that the members of the committee will rotate the position periodically to give as many officers as possible exposure and input into the review. Probation Officers conference the violation recommendation with their Unit Administrator then fill out an informational form and present the case to the committee in person or by telephone conference. We are looking forward to the increase in data and hope to use the information collected to find better ways to assist the probationers in their successful completion of their probation sentences, which will result in a more satisfying life and safer community.

During 2011 we have encountered many challenges that have had a significant impact on the High Risk Unit. The New York State Office of Probation has submitted a draft of new Supervision Rules to the legislature that will significantly increase accountability and increase the number and type of contacts required. Although the new rules have not been mandated as of the end of 2011 we are making every effort to meet the anticipated changes, and have started to make changes to our internal rules and policies. Due to the difficult economic times the officers have significantly limited comp and overtime thus limiting the number of hours they have to do field and home visits at non-traditional times. The officers have made an effort to more creatively manage their caseloads and have submitted several suggestions for changes in the unit to meet the increasing demands and dwindling resources.

SEX OFFENDER SUPERVISION

In addition to the high risk cases that are determined by COMPAS score, the High Risk Unit also has a PO II and a PO I who supervise the Sex Offender caseload. These caseloads consist of approximately 100 offenders charged or convicted of crimes of a sexual nature. The year 2011 has seen a continued explosion of technology available to the public. The boom in smart phones, small cameras, e-readers, i-pads, and numerous web sites, makes it difficult to keep up with the sex offender's ability to reach pornography, contact children and other potential victims and violate orders of protection. 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 offender's electronic devices. The officers assigned to this caseload have also found several training programs that address the digital crime associated with sex offending behavior. The two officers assigned to the Sex Offender Unit in addition to the Unit Administrator and an officer assigned to do Sex Offender investigations use the Static 99 risk assessment tool, and have been trained on the Stable and Acute assessment tools, these together with the COMPAS risk assessment give us more information on the probability of recidivism. The officers continue to seek out training in this rapidly evolving area of criminal justice. New York State Office of Probation has published guidelines for the supervision and investigation of both adult and juvenile sex offenders. Dutchess County Probation was actively involved in helping establish those best practices and many of our practices were adopted by the state as guidelines. This department also participates in yearly workshops organized by the State of New York to review practices in sex offender supervision. In addition, the Sex Offender PO II and PO I along with several others 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 90 offenders. This year there was another large increase in the evening program which accommodates an additional 45 to 50 offenders. These offenders are supervised by other Probation Officers; however the Sr. Probation Officer handles the administrative duties and any problems that come up while they are in attendance at CTC. The CTC program is contracted out to GEO, a company that provides criminal justice services to a variety of agencies. GEO greatly expanded the evening program last year making the programming available to a far wider population of probationers. The part time program allows probationers who have a commitment to a job or child care to take advantage of the important programming available. Some of the classes offered are: GED, employment skills, anger management, MRT, and a substance abuse education program. In addition, the center offers other educational opportunities and runs a community service program. The director of CTC, an employee of GEO, is new to the program in 2011, and has made extensive changes and additions to the program. We have seen an increase in attendance and favorable response from both the probationers and the probation officers.

DOMESTIC VIOLENCE SUPERVISION

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 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.

During the past year the number of defendants sentenced to probation for domestic violence related offences has increased so significantly we are adding a probation officer to the team to begin in January 2012. The total number of domestic violence probationers sentenced to probation in Dutchess County increased by 40 offenders in a little over a year. Adding an officer will involve training, and some reorganization of the unit and will expand the monitoring ability of the officers. Probation Officers who work in the DV unit have participated in several work groups organized to address the disturbing increase in fatal or near fatal domestic violence incidents that occurred.. The domestic violence prevention community is constantly reviewing the protocols to look for ways to contain the violence, offer help to victims, and use technology to their advantage.

The high risk unit is looking forward to 2012, anticipating the new supervision rules, an additional probation officer and some organizational changes to the unit. The officers in this unit are a highly dedicated group of officers who are committed to constructive change and community safety.

DWI Unit

Joanne Nellis – Unit Administrator

Robert Davis – Senior Probation Officer

The DWI Unit was formed in 2007 based on the special needs of DWI offender and the danger posed to the community by their behavior. With the implementation of the use of risk/needs assessment tools, it became apparent that while criminogenic needs were identified, risk levels scored by the DWI offenders were often in contrast to the real threat they posed to the community (and themselves). 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.

In 2011 the DWI Unit supervised **between 615 and 645** 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. The other 5 officers in the unit supervise medium-risk offenders, and a case manager aide, overseen by the Unit Administrator, monitors the Low Risk Caseload. This 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.

The Unit experienced a great turnover in staff during 2011. Most notable was the retirement of Robert Davis, the Senior Probation Officer of the unit. Mr. Davis was a Credentialed Alcoholism Counselor. His knowledge, experience and insight into the DWI offender's behavior will be greatly missed. The Department is fortunate to have Deputy Director Cathy Lane, who is also a Credentialed Alcoholism Counselor, who can be called upon for case conferencing as well.

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 used/setup to address these need areas. Officers use the principles of evidenced-based practices in developing an appropriate case plan, by using cognitive behavioral methods, setting goals around need areas that 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, as well as caseload assignment.

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, even with 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.

Another tool the DWI Unit continued to use during 2011, also through funding from the Dutchess County STOP-DWI Program was the "Street Test" (**80 Hour Test**). "Street Test" is the name given to a full panel urine drug screen, which includes a test for alcohol. This is a laboratory test following the strict requirements of chain of custody. This alcohol test is unique in that it does not depend on the presence of alcohol in the body, which the body quickly processes. Instead it tests for a metabolite of alcohol that is processed out of the body much slower, i.e. up to 80 hours after alcohol was consumed.

The Street Test is being used as a tool to enhance probation supervision and monitoring capabilities. It is not intended to replace alcohol sensor testing and conventional drug screening. The use of these tests is to facilitate compliance and results are also used when making decisions regarding early release from supervision and re-licensing.

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 continue to utilize is the Book Club, which meets monthly, and is comprised of 4-6 probationers and several probation staff. The group meets to discuss the book selection of the month, as well as 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 pro-social/ non-alcohol related activity. It should be noted that several women who have successfully completed their probation sentence continue to participate in the book club.

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

Through a grant from the Dutchess County STOP-DWI Program in 2009, the department was able to purchase a computer and programming specified for use as an active call-in program. Offenders assigned to the STOP- DWI supervision caseloads are entered into the database. They are required to call in each evening to a designated number and through phone prompts, are told to report the next day or to call the following evening. When told to report, the offender reports at a designated time the next day to be drug/alcohol tested or participate in a general office report. Probationers are given a letter at the beginning of their supervision explaining their obligation. Participation in the Active Call Center is generally used as a positive measure that we use in evaluation when making decisions about step down from the intensive caseload, early release from supervision and re-licensing. It is expected that offenders will maintain 90% compliance with call-in. The resulting random drug/alcohol screenings (from when they are told to report) are a good indicator of compliance with supervision.

We have kept participation in the Call Center to the STOP-DWI caseload, based on the limited personnel available to conduct random drug testing throughout the day. We conducted two weekend report sessions during 2011 through the Active Call Center, which were quite successful as 93% of those told to report did so. However, we have not expanded upon this because of the personnel involved and the overtime costs weekend work entails.

It is hoped that the use of the Active Call Center, through its randomness, will alleviate the load of office reports, and produce a more accurate picture of an offender's commitment to a sober lifestyle.

Financial Unit

Peggy Milone, Business Manager

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 expenditures our department incurs during the year from various outside vendors and interdepartmental 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

Section One:

We have state claims which reimburse the county monies that are spent through enforcing the laws within our county. The claims with the state include Alternatives to Incarceration, Intensive Supervision Program, Enhanced Supervision of Sex Offenders, STOP DWI, Juvenile Risk Intensive Service Coordination, Department of Social Services and the regular State Aid claim. All of these state contracts need constant supervision and management; ensuring that money spent from supervising defendants on probation has been reimbursed in all four quarters of the fiscal year. In 2010 the state introduced a Block Grant which included Regular State Aid, ISP, ESSO, and the J-RISC contracts combined. The block grant reimbursement is considered an entitlement. Every year an amount is decided by the state and for each quarter a state aid voucher is completed with 25% of the allotted amount of the grant for reimbursement into the county's revenue. In 2011 we received \$1,535,605.00.

We use the services of interdepartmental county offices such as the Auto Center, which service and supply all our vehicles; Office of Computer Information System, which maintains our computers and computer programs; the mailroom; and the print shop. All these departments bill 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 Transitions Center, Transitional Housing, and Family Services. These contracts are 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 monitored carefully, making sure expenditures are spent as agreed within the contract.

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, 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 various outside sources. These sources have websites that are dedicated to Dutchess County only. Purchases made with the cards must be tracked and managed by this unit on a weekly basis.

Section Two:

The Financial Unit collects court ordered restitution from probationers. For the past few years, we have been using the Caseload Explorer Management Computer System for our financial case recordings. The system has been an asset for our unit and the department. Accuracy and timeliness of check dispersal is imperative and the Financial Unit is responsible for ensuring victims receive money due to them.

RESTITUTION SURCHARGES AND SUPERVISION FEES COLLECTED IN 2011 FOR REVENUE

JANUARY - FEBRUARY - MARCH

SURCHARGE/RESTITUTION: \$ 3,512
ADULT SUPERVISION FEES: \$ 42,192

APRIL - MAY - JUNE

SURCHARGE/RESTITUTION: \$ 8,672
ADULT SUPERVISION FEES: \$ 42,981

JULY - AUGUST - SEPTEMBER

SURCHARGE/RESTITUTION: \$ 5,211
ADULT SUPERVISION FEES: \$ 53,186

OCTOBER - NOVEMBER - DECEMBER

SURCHARGE/RESTITUTION: \$ 4,913
ADULT SUPERVISION FEES: \$ 45,061

TOTALS FOR 2011

SURCHARGE/RESTITUTION: \$ 22,308

Restitution collected for 2011 was \$496,010

Restitution distributed to victims in 2011 was \$491,726

Support Services

Karen Kotchie – Supervisor

Lori Olheiser – Senior Program Assistant

The support staff of the Dutchess County Office of Probation and Community Corrections consists of one Support Services Assistant who supervises seven Office Assistants (one of who is assigned to the Beacon office), four Program Assistants, three Receptionists and one Senior Program Assistant. The Senior Program Assistant processes the ever changing and complicated payroll for all three probation locations.

The Support staff maintains and orders all supplies, processes all print orders, and is responsible for maintaining all copiers and printers in sound working order.

The support staff assists the many different units in the probation department at all locations. They assist the officers with typing, letters, memos, preparing documents for court, processing all requests for information from other agencies, maintaining all closed records and processing all legal requests for those records. The support staff enters case notes, home visit notes, and case conference notes for many of the officers. They assist with filing, mailings, and various other support duties as needed. The support staff is responsible for collecting, processing, and the data entry of the majority of all incoming information from the courts, other probation departments and NY State ICOTS. They open and close all new cases, all ROR cases, EM cases, and transfer cases.

The support staff assists the Family Court Unit with reports, investigations, school letters, opening and closing PINS records and entering information received on these cases. They are the liaison to the Social Services Preventative Services Unit and are responsible to open, close, recertify all applicable PINS and JD cases, and enter all case notes and any contact information for each into the Department of Social Services Connections system.

The support staff strives to meet the changing needs of all the units in the probation department. Due to changes in the law in 2010, the DWI Unit's need for clerical assistance has increased. The support staff took on the additional responsibility, both willing and enthusiastically, of assisting the unit with all outgoing transfers, creating the transfer packets for both the courts and the receiving counties.

Since May of 2010, the support staff processes all DIRs (Domestic Incident Reports) received into the agency and maintains the statistics on those DIRs received.

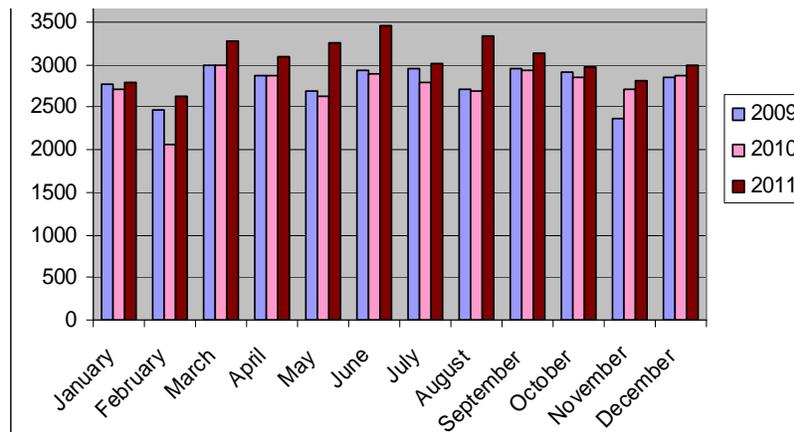
DIRs (Domestic Incident Reports)

The clerical support staff receives via fax or email, all DIRs from City of Poughkeepsie Police Department, City of Beacon Police Department, Town of Poughkeepsie Police Department, Dutchess County Sherriff Office, and NYSP. They are then cross checked to current probationers, electronically attached to the probationer's case file, and forwarded to the appropriate Probation Officer. In 2011, the average number of DIRs received each month was 280. Of the 280 reports received, 19% were open to probation at the time of the incident.

Reception

In 2011, 36,707 people were “signed in” by reception to report to their individual probation officers, averaging 634 probationers reporting each week. This is a 10% increase over the previous year’s total of 32,980. This does not include the additional visitors that flow in daily from numerous other agencies, county departments, police departments, schools, and many other professionals; all of them come into our office through the main reception area. We also average an additional 10 to 20 people each day requesting information about, or directions to, the many other county offices and buildings. Tuesday and Thursday are our busiest days as it is ROR reporting which can see upwards of 280 people coming into reception on each of these days alone.

Total Number of Probationers Reporting Per Year



The reception staff is also responsible for answering and routing all incoming phone calls to the appropriate officers and to other agencies as necessary. Over 1,000 phone calls are received, answered, and forwarded each week. Over the course of a two week period, the reception staff answered 2,180 phone calls. In that same time period, they also signed in 1,470 people. Over the course of ten business days, the reception staff has an average interaction with approximately 3,650 people

In addition to processing a multitude of phone calls and visitors each week, the reception staff also assists the probation officers with mailings, data entry of case notes, creating folders for new cases, routing all incoming faxes to the appropriate officers, performing hundreds of computer searches each month on all incoming Domestic Incident Reports and numerous other tasks as requested.

This is accomplished efficiently, effectively, and professionally by a courteous staff of three.

The support staff of the Dutchess County Office of Probation and Community Corrections continually strives to increase productivity and efficiency in all aspects of the agency. They support and work cohesively with each unit, as well as each other, to meet the individual needs of the department facing each new challenge with creativity, insight and enthusiasm.

Support Services

In addition to processing a multitude of phone calls and visitors each week, the reception staff also assists the probation officers with mailings, data entry of case notes, creating folders for new cases, routing all incoming faxes to the appropriate officers, performing hundreds of computer searches each month on all incoming Domestic Incident Reports and numerous other tasks as requested.

This is accomplished efficiently, effectively, and professionally by a courteous staff of three.

The support staff of the Dutchess County Office of Probation and Community Corrections continually strives to increase productivity and efficiency in all aspects of the agency. They support and work cohesively with each unit, as well as each other, to meet the individual needs of the department facing each new challenge with creativity, insight and enthusiasm.

Training

**Deputy Director Cathy Lane,
Training Coordinator**

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. 2011 priorities for officer training included best practices in reducing recidivism, use of evidence based assessment tools, Motivational Interviewing skills, mental health issues for people in the criminal/juvenile justice system, alcohol/substance abuse issues, officer safety, offender employment, domestic violence, sex offenders and Restorative Justice practices. We are extremely fortunate to have training monies made available by the county to address staff and department needs. We also meet our training requirements by taking advantage of Webinar trainings and utilizing our staff development officers to provide in house training to staff on a number of topics.

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.

S
t
a
f
f

T
r
a
i
n
i
n
g

Employee Recognition

Mary Ellen Still, director of Probation and Community Corrections, received an award from the state Division of Criminal Justice Services for the county's work with persons under supervision.

The Sara Tullar Fasoldt Leadership and Humanitarian Award was presented to Mary Ellen Still recently at a meeting of the Dutchess County Criminal Justice Council.

Still and her staff were cited for their collaboration with mental health professionals and job-training specialists and for the use of electronic monitoring for juveniles as an alternative to placing them in detention centers.

The award is given each year in memory of Sara Fasoldt, former head of New York's probation and correctional alternatives system.

"Mary Ellen Still is an outstanding leader and humanitarian in the field of probation and community corrections who exemplifies Sara Fasoldt's professional and personal commitment to excellence," said Robert M. Maccarone, deputy director of the Criminal Justice Services office.

Still said she was honored to receive the award. "I had the great pleasure of working with Sara Fasoldt for many years. We shared a commitment to evidence-based practices and the importance of collaboration and teamwork," she said. "It is truly an honor to receive this award in her memory. We have a wonderful team here in Dutchess County who work hard every day to lessen recidivism and have a positive impact on those we serve."



Director Mary Ellen Still,, Senior Probation Officer Donna Gorman and Unit Administrator Karen O'Connor.



Sr. Probation Officer Donna Gorman was awarded
"Probation Officer of the Year"