



Dutchess County
Office of Probation
&
Community Corrections

2014 Annual Report

Marcus J. Molinaro
County Executive

Mary Ellen Still
Director of Probation



Thomas Morris
Deputy Director

2014 Annual Report

A Message From the Director



I am pleased to present the 2014 Annual Report for the Dutchess County Office of Probation and Community Corrections.

In many respects, 2014 has been a transition year as we bid farewell to those who have retired after many years of service to the department and the county, including our Deputy Director, Catherine Lane. Deputy Director Lane is responsible for many innovative programs and practices that we have both within the department and the county. In addition to her work for the county, Ms. Lane has served as a volunteer on many Boards and organizations. We are very grateful for her years of service and wish her the best in her retirement.

Due to retirements, we have also had the opportunity to welcome new staff who bring their ideas, enthusiasm and dedication to the job. We look forward to working with these many talented individuals throughout the coming years.

The department has continued in its efforts to reduce recidivism through the application of evidence-based practices. Ongoing training and staff development have enhanced our already considerable progress in this area.

Many Probation staff have been involved in the planning surrounding the new Justice and Transition Center. As we move forward, programming at the DCJTC and the Office of Probation will be closely coordinated for a seamless re-entry for inmates returning to the community. The many staff who have contributed their time, creativity and expertise to the project have helped to further its development.

As we move into 2015, we look forward to providing effective services as part of the criminal justice system and to working closely with our criminal justice and community partners.

The department gratefully acknowledges the support of Dutchess County Executive Marcus J. Molinaro and the Dutchess County Legislature for their support.

Mary Ellen Still
Director

2014

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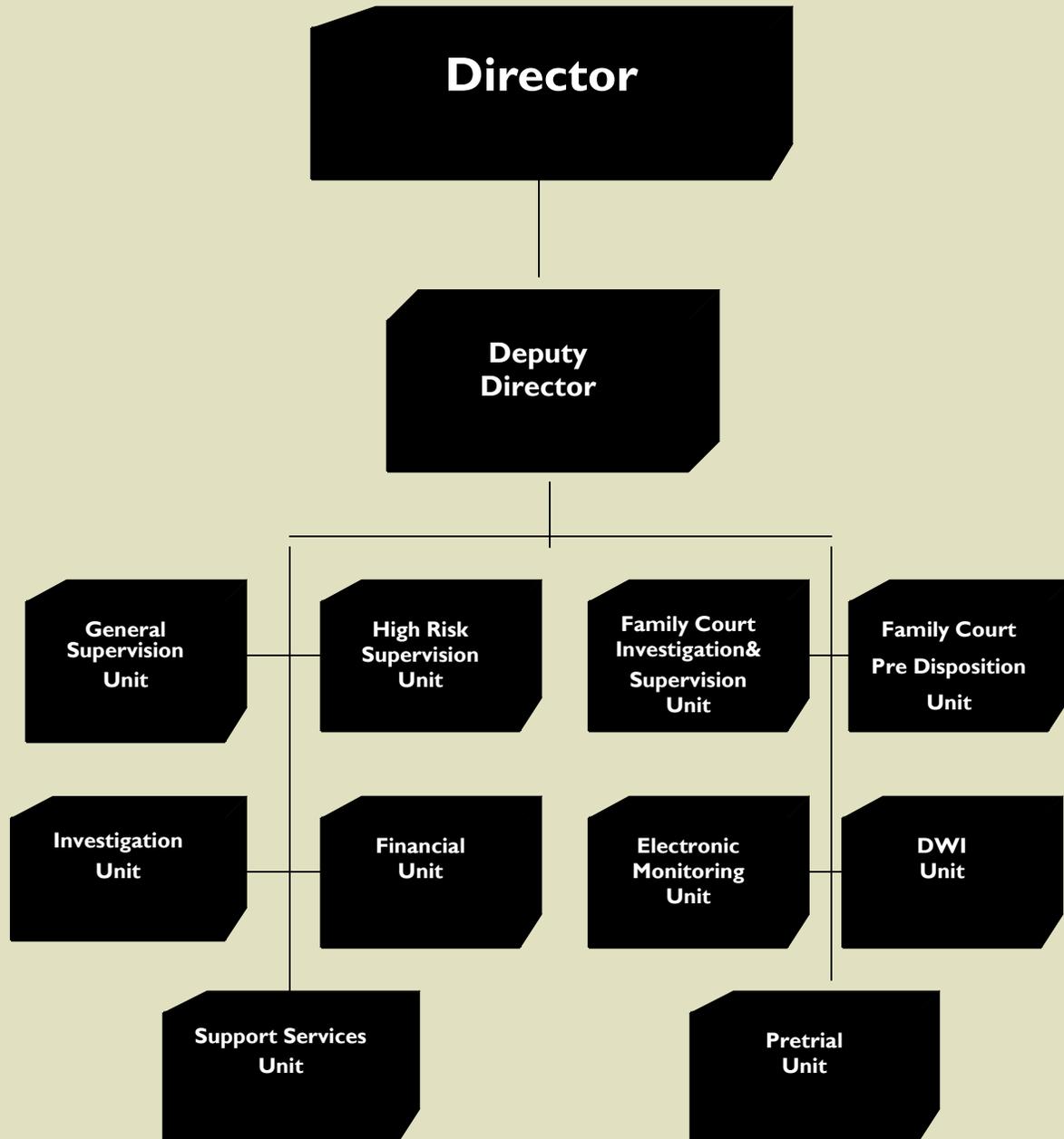
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Mission Statement

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

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

Diane Whiteman
Karen DeSimone
Jonathan Heller
Mark Jaggi
Daniel Bryant
Jeffrey Walraven
Audra Schumacher
Joanne Nellis
Joseph Minuti
Karen Kotchie

Dutchess County Legislature Public Safety Committee

Kenneth Roman, Chairman
Peter Wilkinson, Vice Chairman

Sue Serino
Robert A. Weiss
Steve White

John M. Thomes
James R. Doxsey

Family Court Unit

Intake/Diversion Services

K a r e n D e S i m o n e , U n i t A d m i n i s t r a t o r

M e l i s s a D i B e r n a r d o , S e n i o r P r o b a t i o n O f f i c e r

The Diversion

Unit is staffed with a team of Probation professionals who exhibit dedication, caring, and commitment to the youth and families they serve. We are reminded every day that the youth of our community represent our strongest asset and our greatest hope for the future.

Appearance tickets issued by police departments to potential juvenile delinquents alleged to have committed a crime are returnable to Intake. In 2014, 118 Appearance Tickets were issued in Dutchess County returnable to Probation Intake.

The Probation Diversion programs assist youth at risk and their families to address and resolve their needs while diverting them from a more consequential response in a courtroom. In recent years, youth who enter the Juvenile Justice system are challenged by many negative factors: drug/alcohol abuse, bullying/cyber bullying, family problems, peer pressure, poverty, and gangs to name just a few. As these issues become increasingly complicated, we respond by use of evidence-based practices to ensure the most

appropriate and beneficial assistance is provided to the youth who present with more



serious risk. Identified needs are addressed with research-based service referrals provided both within and outside of the Office of Probation. The

Functional Family Therapy program is now in its 6th year and offers services to Dutchess County youth and families at the Office of Probation in Poughkeepsie, Beacon, and Millbrook. In addition, the Diversion Unit continues a Restorative Justice approach for the Juvenile Delinquency Diversion cases including an Empathy/Apology Letter Workshop and community service requirements.

The Dutchess County Office of Probation Juvenile Diversion Unit provides the following:

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.

Intake also accepts PINS complaints from parents/schools and occasionally police officers. In 2014, 334 PINS complaints were filed in Dutchess County; a 21% increase as compared to 2013.

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 section 221.05 of the New York State Penal Law.

PINS DIVERSION SERVICES

Diversion services are voluntary and also require the cooperation of the parent / guardian of the youth.

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.

The Probation Officers in this unit assist the youth in completing a Case Plan which is developed with the family and part of the 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 dramatic reduction in PINS placements in the past several years.

The PINS coordinator receives and assigns all new PINS Complaints and facilitates cases through the assessment process. This includes the scheduling of School Review Meetings and the review of the 30-day Youth Assessment Screening Instrument [YASI] and Case Management Plan. The PINS Coordinator organizes and facilitates a weekly Intake Review Committee meeting 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 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 to 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 been 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 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.



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.

J D D I V E R S I O N S E R V I C E S

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 offered service recommendations and monitored on an administrative level as evidence shows supervising 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 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.

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 an **Empathy/Apology Letter Workshop** facilitated by two Probation Officers. This 60 minute workshop is scheduled monthly and also offered as an individual session for any youth who may not be well suited for the group environment (such as a younger participant). During the workshop, there is a 30 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 30 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 seek direct contact with the victim of the offense. Probation Officers will request 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 ideal or if the victim chooses to receive a letter of apology from the youth.

The Unit Administrator of the Diversion Unit, Karen DeSimone has been serving as Chairperson of the Dutchess County Juvenile Justice Committee (a sub-committee of the Dutchess County Criminal Justice Council) since its inception in 2010 and hosts the Juvenile Justice Committee meetings at the Office of Probation. In 2013, members of the Dutchess County Juvenile Justice Committee joined the newly formed Mid-Hudson Regional Youth Justice Team, a statewide reform initiative. In 2014, members of the Dutchess County Juvenile Justice Committee continued to attend and participate in all the Mid-Hudson Regional Team meetings hosted around the region.

Family Court

Investigation and Supervision

DIANE J. WHITEMAN, UNIT ADMINISTRATOR

SARAH KENNEDY, SENIOR PROBATION OFFICER

CHANTAL SHERWIN, SENIOR PROBATION OFFICER

The Family Court Supervision and Investigation

Unit continues to evolve while providing the youth of Dutchess County with innovative, evidence-based alternatives to placement.

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 (PDI) for Persons in Need of Supervision (PINS) and those

charged as Juvenile Delinquents (JD). Not only does the Unit provide Probation supervision for youths adjudicated as Persons in Need of Supervision and Juvenile Delinquents, but also Pre-Dispositional Supervision in the form of "Continued Diversion Services" for PINS and

Released Under Supervision (RUS) for JDs, as they await adjudication and disposition. Community supervision is provided for Supervised Adjudgments in Contemplation of Dismissal on JD and PINS petitions and cases that transfer in from other states and counties.

INVESTIGATIONS

The Youth Assessment Screening Instrument (YASI)

which is an evidence-based assessment tool, is completed during the Pre-dispositional Investigation and assists the officer in identifying the youth's risk and protective factors. The YASI guides the recommendation for services that are appropriate to meet the underlying needs of the child.

Two full-time officers in the Family Court Unit prepare the investigations that are ordered by Dutchess County Family Court and used in the Juvenile Justice System. In 2014, the officers completed a total of 127 Pre-dispositional Investigations. The majority of reports produced by the Family Court Unit are for Juvenile Delinquency and Persons in Need of Supervision (PINS) matters, however, other jurisdictions have requested six other investigations regarding Family Court issues. The investigations are used by the Family Court, County Attorney's Office, Department

of Community and Family Services, Office of Children and Family Services, therapists and supervising Probation Officers. The investigations are used to assist the Family Court Judges to make informed decisions about the children and youth who appear before them. 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 pre-dispositional investigation regarding Juvenile Delinquency and

Persons in Need of Supervision (PINS) matters include a description of the present offense, including the respondent's statement, the victim or petitioner's statement as well as the arresting officer's input, if applicable. Additionally, the report includes information pertaining to the respondent's legal history and analysis thereof, social and family history, community and peer relationships, information about school, use of free time, alcohol/drug use, physical and mental health, home environment, evaluative analysis and recommendation.

Predispositional Services and Programs

In an effort to reduce the number of medium and lower risk youths being housed in detention prior to the disposition of their cases, we continue to expand and utilize a variety of pre-dispositional programs. In addition to having a court liaison present in Family 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 pretrial programs. A risk assessment tool is utilized to assist in determining the youth's risk of not appearing in court and/

or committing a new offense while the disposition of their case is pending. In October 2013, New York State approved the use of the Detention Risk Assessment Instrument (DRAI). All youth with pending JD matters must have a DRAI completed if the Court is giving consideration to placing the respondent in detention. Our department completes the DRAI for all youth with

pending JD matters and uses the YASI detention tab for all PINS matters. 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.

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 pretrial programs.

Continued Diversion / Restore to Diversion –This program continues to expand and involves only PINS cases. When a petition is filed in Family Court due to refusal to participate in diversion or poor performance in the Diversion Services Program, the Judge may order a family to participate with Diversion Services until disposition of the case. In 2014, the Probation Department received 38 cases which were Restored to Diversion by the Court.

Released Under Supervision (RUS) – Pre-dispositional supervision of JD cases based on specific conditions of pre-dispositional release outlined by the Family Court Judge. In 2014, the Probation Department received 79 Juvenile RUS cases.

Curfew Monitoring Program – Probation staff conduct in-person and phone curfew checks several times a week between the hours of 5:00 pm and 10:00 pm to verify curfew compliance as well as provide support to families that might have high risk children. The Court can mandate the youth to participate in this program or it can be a voluntary participation agreed upon by the family members. Both PINS and JD cases can be ordered to participate or volunteer for the Curfew Monitoring Program. In 2014, the program was in place between January, 2014 to March 31, 2014 and again between August, 2014 and, if the funding continues, through the summer of 2015. In 2014, 97 youth participated in the Curfew Monitoring Program. Funding for the program is provided by the NYS Office of Children & Family Services.

Juvenile Electronic Monitoring (JEM) –. The pre-dispositional use of the Juvenile Electronic Monitoring (JEM) Program has remained a popular option ordered by the Family Court Judges in Dutchess County as an alternative to detention. 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-dispositional JEM in their report to the court. A majority of pre-dispositional electronic monitoring juvenile cases have achieved successful completion. In 2014, the Probation Department received 54 predisposition Juvenile Electronic Monitoring Orders. When necessary, the Family Court Judges may consider JEM after adjudication and at disposition to divert a youth from placement, offering them an opportunity to remain in the community under our strictest level of supervision.

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 a therapist from Astor Services for Children and Families are all on-

site at the Office of Probation and Community Corrections working collaboratively. The JRISC team maintains a caseload of fifteen families who participate in Functional Family Therapy (FFT); an evidence-based program which research has shown effectively reduces recidivism. All members of the team participate in FFT training to ensure a consistent message to the youth and families. The Case Manager Aide provides

support to the families, assisting in accessing community resources as well as engaging the youth in prosocial activities and completion of community 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 underlying issues. Caseload size varied with two probation officers assigned to intensive specialized caseloads which include those participating in JRISC and 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 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 groups to address risk factors and strengthen protective factors. Groups such as the Art group (where youth create seasonal projects) are pro-social activities with opportunities for additional guidance by positive adult role models. This Senior Officer also is responsible for a variety of transfer cases.

A Senior Probation Officer is part of the Youth Treatment Court Team and attends the team meetings, court appearances, facilitates referrals to the Treatment Court and has intensive contact with rehabilitation programs, schools and service providers.

The Juvenile Sex Offender (JSO) Officer, who undergoes rigorous training, has extensive contact with the Juvenile Sex Offender therapists. Maintaining these intensive caseloads and incorporating treatment and service providers through successful collaborations has maintained the availability of services within the probation framework, thus preventing out of home placements whenever feasible within the constraints of community safety.

A Senior Probation Officer is assigned to the BOCES BETA site who works with youth that are on both diversion and adjudicated 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 2014.

In addition to assessing risk and protective factors, the officers monitor behavior at home, at school and in the community. Probation Officers directly link youth with services within their communities to address needs and strengthen protective factors. Interventions are designed to address the identified areas of risk using the YASI and a case plan is developed, tailor-made for that youth. Included are community service opportunities, employment programs, parenting classes, school counseling, access to academic support services in school and treatment for substance abuse, mental health issues and sexual offending behaviors.

In 2014, the Family Court placed 91 youths on probation supervision, including 37 PINS cases and 54 JD cases.

Other services and Quality Assurance

A full time clinician from Astor Services for Children and Families began working on-site at the Probation Department in 2012 and continued to do so through 2014. The on-site therapist provides individual and family therapy to youth referred by Probation Officers as well as referrals for psychiatric evaluations (and medications) if needed. Having a therapist on-site has improved service linkages with the youth and families and enhanced collaboration. Often a youth and his/her family will be seen for an intake with the Astor therapist on the same day or within a few days of seeing a probation officer. Probation Officers often are able to schedule probation appointments on the same day as the youth's therapy appointments thus improving their likelihood of keeping both appointments and engaging in treatment.

To promote consistency in the violation process, ensure adherence to evidence-based practices and consistent use of alternatives to detention, the Probation Department continues to utilize the Juvenile Dispositional Review Committee (DRC). The Committee is an in-house committee chaired by the Deputy Director and is comprised of members from all levels of the department with different areas of expertise. All potential Violations of Probation must be reviewed by the DRC before filing. Also, in any case that may result in an out of home placement or a detention recommendation, the case is presented before the DRC. The Dispositional Review Committee gathers vital information that will assist in planning and quality assurance through analysis of performance and outcome measures.

The members of the JRISC team, along with the Probation Supervisor of the Family Court Unit, the Coordinator of Children and Family Services from the Dutchess County Mental Hygiene Department and the Deputy Director, closely scrutinize quality assurance issues.

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

Our goals for 2015 are to:

Implement the "Teen Intervene" evidence-based curriculum.

Include Restorative Justice model in all Juvenile Delinquent cases.

PRETRIAL SERVICES UNIT

TRANSFER SERVICE BUREAU/ADULT INTAKE

Jonathan Heller, Unit Administrator
Carol Hooper, Senior Probation Officer
Elizabeth Bobela, Senior Probation Officer
Thomas Jones, 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 adult supervision intake. In addition to the Supervisor and the three Senior Officers, staffing includes six Probation Officers and one Probation Case Manager Aide.

2014 has been a year of challenge, transition and innovation for the unit. We have achieved over one thousand pretrial releases despite a smaller pool to screen than last year and we achieved release for over half of those interviewed.

Dutchess County has been involved in providing pretrial service programming for the past 41 years. The Probation Department's 'ROR program' put together a pretrial release protocol in 1974 in order to avoid unnecessary pretrial incarceration of primarily indigent defendants. A risk instrument born out of the Vera institute's Manhattan Bail project in the 60s and 70s provided an element of uniform and objective assessment in making release recommendations.

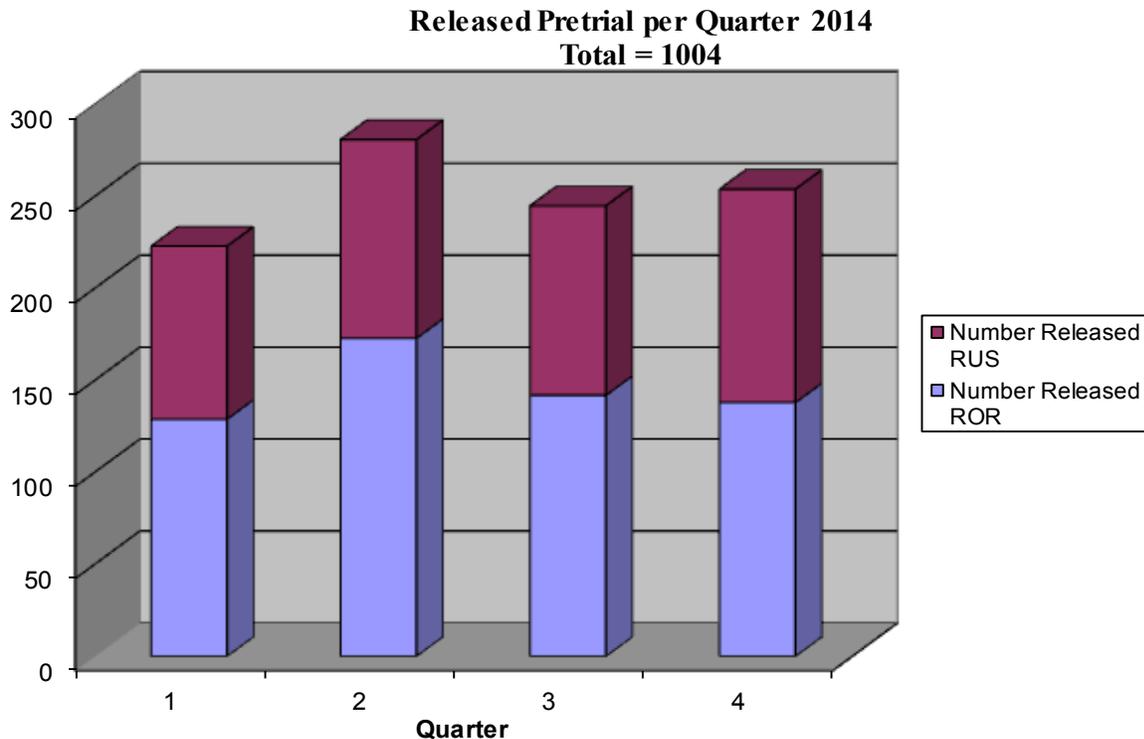
The presence of a pretrial release program has been shown to act as an effective alternative to incarceration, while offering the courts other options than incarceration. There is a pretrial services arm of the Federal government and many states have a strong commitment to pretrial services. Most of the counties in New York State operate some form of formalized pretrial release program. These programs facilitate release without financial conditions by identifying appropriate defendants for release on recognizance (ROR) or release under supervision (RUS). In general, ROR refers to the release of a defendant on his or her promise to appear in court. RUS refers to the release on a promise to appear with other conditions, which restrain the defendant's behavior and movements, and are monitored by the pretrial service.

Dutchess County had chosen to house the Pretrial Services Unit within the Probation Department as a stand alone unit. It has proven to be a wise decision over the years as efficiencies and enhancements have been shared with other divisions of the department allowing for innovative solutions and further program development both from the pretrial and post dispositional functions. Benefits to the criminal justice system as a whole have been demonstrated through enhancements to dispositional planning and greater collaboration among all stakeholders throughout the justice process.

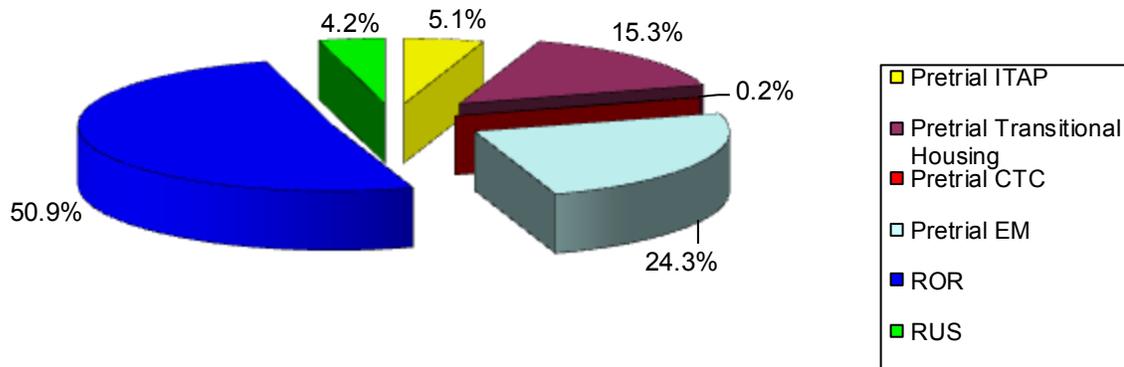
The Pretrial Services Unit within the department remains primarily focused on providing courts with another option, rather than setting an amount of bail, with the goal of reducing unnecessary pretrial detention. Dutchess County continues to offer release services along a ‘continuum of control’; defendants 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 efficient, as resources can be shared with other probation department programming.

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 (COMPAS – FTA scale) 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 once or twice daily on business days (as needs dictate) and one weekend day. 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 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, Intensive Treatment Alternative Program, and Transitional Housing (Electronic Home Detention or E.M., is described in detail elsewhere in this report).

For 2014, the number of interviews and releases remained fairly consistent with previous years and are presented below. Of note is that over half of all the releases were to our least restrictive program (ROR).



2014 Releases to Pretrial Programs by Percentage



Pretrial in 2014

Dutchess County Pretrial Services continue to facilitate innovations with a strong focus this year on addressing the needs of pretrial women defendants.

Dutchess County Pretrial Services continued with a technical assistance grant from the National Resource Center on Justice Involved Women (NRCJIW) and the Center for Effective Public Policy in the development of a gender-specific needs assessment for pretrial defendants. This preliminary work led to the development of the Pretrial Inventory of Need (ION). The ION was refined and is currently being piloted with our pretrial female defendants. Administration of the tool involves a non-confrontational motivational 'conversation' in order to quantify criminogenic needs of the defendant and prioritize the needs in a matrix. Noteworthy is that initial observations from the staff indicated that the criminal charges are not always indicative of primary need; many defendants, for example, charged with substance abuse related offenses have shown unresolved issues surrounding previous trauma, such as childhood abuse or sexual abuse. An associated database has been developed and all of the data will be analyzed by faculty at the University of Cincinnati and the University of Houston. Outcome data around re-arrest is also being collected. The goal is to provide a universal gender-specific needs assessment instrument for the pretrial population.

The Office of Probation and Community Corrections continued the partnership with Project MORE, working closely with the Women's Center. This program provides services specifically geared towards female offenders and their unique needs. Opened with the assistance of an ATI grant from the New York State Division of Criminal Justice Services (DCJS), the program offers a variety of services including case management, cognitive behavioral intervention and employment services. Individual needs of the clients are met with services such as nutritional programs, parenting programs, and a variety of pro-social activities (journaling, book club and others).

Other Pretrial Programs:

The intensive Treatment Alternative Program (ITAP) and the Transitional Housing Program (THP) remain under the umbrella of the Pretrial Services Unit and have confronted many challenges that the opiate addicted population brings. Both THP and ITAP operated at capacity for most of the year. Opiate abuse brings a new challenge to dealing with relapse, as the newfound sobriety is very fragile; making relapse all too common. With opiate abuse, the risks associated with abuse and relapse can have deadly consequences; tough issues for both the treatment providers and the offenders involved in the programs.

ITAP, which is collaboratively operated by the Department of Mental Hygiene and Probation, has one full-time senior probation officer assigned and her office is located within the treatment program. The ITAP program provides intensive outpatient substance abuse treatment Monday through Friday to individuals mandated by the courts. The Probation Officer assigned to ITAP utilizes the full 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 structure of the program and its co-location within the unit along with the Transitional Housing Program, lends itself to the seamless transition from pretrial to sentenced status for the addicted offender. From the perspective of the offender, the court case becomes almost secondary to the focus of becoming clean and sober, while the court benefits from dynamic and results-driven dispositional planning. **For 2014, ITAP averaged 58 individuals involved in the program (through court orders) per month, with the maximum capacity 55 actually in receipt of treatment services. There were 77 new admissions during the course of 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 to help insure compliance with treatment goals while they attend ITAP. Alternative, step-down housing becomes available as defendants progress in treatment and eventually reintegrate into the community. The program also provides temporary residence to some defendants before they enter inpatient treatment.

For 2014, 202 individuals were admitted to Transitional Housing Program overall, including those admitted via the PVRSC, described in detail below. Of that number, 182 were regular admissions and 154 were successfully discharged to inpatient treatment programs, half way houses or the community.

Since 2008, Project MORE, Inc., the contract agency for the Transitional Housing Program, has operated the Probation Violation Residential Stabilization Center (PVRSC) in the Mid-Hudson area at the Transitional Housing residence. PVRSC is the result of a grant from the New York State Office of Probation and Correctional Alternatives. PVRSC 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 PVRSC reside at the Transitional Housing Program facility, 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, PVRSC 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 PVRSC can expect a favorable disposition in their violation of probation proceeding. **During 2014, Project MORE, Inc. admitted 20 probationers into the PVRSC program. Also in 2014, a total of 17 PVRSC participants were discharged as successful. Program participants are eligible from nearly every county across the state, but most non-Dutchess county placements were from adjoining counties, with the bulk from Ulster and Orange counties this year.**

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 who are not connected to services or who 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 may 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 in order to meet an individual's needs. In many cases, the criminal prosecution is avoided entirely, netting a savings of both jail and court time.

Adult Drug Courts

Dutchess County Probation, through the Pretrial Services Unit, continues to support the Beacon Drug Court (a Hub Court, accepting cases from all local court jurisdictions in Dutchess County). In 2013, the Beacon Drug Court continued as a Hub Court and was able to maintain services because of a strong commitment by the members of the Drug Court team, which included a Probation Officer from the Pretrial Services Unit. The Diversion Court at the felony level, which operates within one of the Dutchess County Courts, shared a connection with the Probation Department through the Adult Probation Supervision Unit, with a Pretrial Probation Officer in an advisory role.

Transfer Service Bureau and Administrative Unit

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. Supervision cases that are approved for transfer to other states are processed through and maintained by a staff member in the unit. Cases are continuously monitored as per ICAOS policy and regulations.

In a continued effort to efficiently utilize departmental resources and staff, a Probation Case Manager Aide is assigned to the unit to perform duties that include Intake of adult offenders, Intrastate transfers of adult offenders, case monitoring of offenders unavailable for supervision (i.e.: long term hospitalizations), and case monitoring of very low risk offenders. Additionally, the CMA collects DNA, performs drug testing and assists in transports.

Also located within the Pretrial Services Unit is the Intern and Volunteer Coordinator. Working through established relationships with colleges and universities, she is able to connect students with probation functions. This program is mutually beneficial to the student and the department. The student is able to earn credits, receive on the job training and experience in their chosen career paths, and the department can realize new, fresh perspectives from these future professionals. The department had a very positive experience with this year's group of interns. We generally have 10 -12 interns per semester and two or three during the summer. In 2014, the interns were from Marist College, SUNY New Paltz and Union College.

2014 was a year of both challenges and exciting innovations. The staff of the Pretrial Services Unit continued to perform very well, delivering services using a fair, balanced and cost-effective approach. We look forward to 2015, when our plan is for all Dutchess County Pretrial Staff to become Certified Pretrial Service Professionals, through the National Association of Pretrial Service Agencies. Additionally, we look forward to attending a statewide pretrial conference hosted by the New York Association of Pretrial Service Agencies.

Satellite Supervision Unit

Audra Schumacher, Unit Administrator

Eve Rufino, Senior Probation Officer

The Satellite Supervision Unit, which covers the southern and eastern parts of the county, is based in the Beacon and Millbrook offices. While many staff from different units utilize the Beacon and Millbrook offices on a part-time basis, the Satellite Supervision Unit has staff assigned on a full-time basis to these offices (two full time staff in Millbrook and eight full time staff in addition to a clerical staff in Beacon.) The Satellite Supervision Unit supervises offenders who fall into low, medium and high risk caseloads. The Satellite Unit includes officers with specialized caseloads as well as general supervision. One officer is dedicated to domestic violence offenders, one officer supervises designated STOP DWI offenders, one officer is assigned to medium risk DWI offenders, two officers are dedicated to high risk offenders and three are assigned to medium risk offenders. The Case Manager Aide monitors low risk and administrative cases, conducts drug testing, assists in transports and assists in monitoring pretrial cases. In addition, the Senior Probation Officer of the Satellite Supervision Unit is the Interstate Designee and screens all Interstate transfer requests, ensuring they are appropriate for transfer to or from New York State, setting up initial supervision plans with accepted cases and managing the communication with New York State transfer authorities.

The officers of the Satellite Supervision Unit continue to conduct regular COMPAS assessments which identify the offenders' risk level as well as target areas of risk and need. Reassessments are also conducted to determine if the areas of risk and risk level have been reduced or increased. Case plans are developed with the offender to address these areas of risk and internal audits and supervisory reviews check that the goals noted in the case plans are discussed with probationers during routine office visits. Referrals to evidence-based programming including Cognitive Behavioral Therapy (CBT), Moral Reconciliation Therapy (MRT), Ready, Set Work (RSW) are made in order to address these risk areas and are an integral part of case plans. The officers are trained in motivational interviewing techniques which have helped officers find ways to enhance the intrinsic motivation of the offender to make positive changes in their lives. This represents a significant shift in supervision from years past, from the probation officer solely being an authority figure and telling the offender what to do and how to do it, to becoming an agent of change. Satellite Supervision officers continue to have additional increased home, community and collateral contacts with higher risk offenders. The focus has been on more positive home contacts (one in which the offender is home) which requires the probation officer to either make an announced home visit and/ or be aware of the offender's personal schedule. Off hours visits continue to be conducted as much as possible. Transportation and access to services for offenders who reside in rural areas continue to be a challenge, but the department has been dedicated to reaching all offenders and is working towards consistently bringing evidence-based programming to the satellite offices.

Electronic Monitoring/Warrant Unit

Mark Jaggi, Unit Administrator

John P. Egan, Sr. Probation Officer

Our department has been supervising adult offenders on Electronic Monitoring (EM) 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 that is attached to their landline telephone. Teams of probation officers working around the clock, seven days a week, supervise individuals on this program. Smart phones carried by probation officers receive alerts generated by house arrest equipment that enable officers to respond 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 (within

approximately 300 to 600 feet). In 2011, mobile data terminals (MDTs) were installed in two of the vehicles operated by EM Officers in order to provide additional information to field officers enabling them to use their time more efficiently. The results of the use of this equipment have been mixed as coverage across Dutchess County is not consistent. In some situations, however, the MDTs have proven valuable.

In February 2006, our department began using EM technology to monitor juvenile offenders/respondents 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 facing the possibility of placement

in non-secure or secure detention. By providing these individuals with the enhanced supervision available through electronic technology, we are able to provide the Dutchess County Family Court with the options necessary to tailor their response to more appropriately fit the needs of juveniles and thereby reduce the incidence of unnecessary out of home placements.

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 in the event of a violation of program rules.

During 2014, 422 new Electronic Monitoring cases were received from the courts, 75 of which were juveniles.

EM CASES RECEIVED	
2014	
Pre- Trial E.M. (<i>Adult</i>)	311
E.M. Pre-Trial (<i>Juvenile</i>)	54
Sentenced E.M. (<i>Adult</i>)	36
E.M. Sentenced (<i>Juvenile</i>)	21
Total	422

EM CASES DISPOSED OF		
2013		
Satisfactorily Completed		297
Failure to Comply		109
	Non-compliant (<i>General</i>)	69
	Re-Arrested by Probation Due to EM Rules Violation(s)	23
	Absconded	15
	Re-Arrested (<i>New Crime</i>)	2
Total		406

The Electronic Monitoring program has had a significant impact on managing the jail population since its inception, 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.

Changes in telecommunication infrastructure over the years has

necessitated that the Office of Probation explore alternative technologies for house arrest equipment that do not rely on landline based telephone service. Specifically, the proliferation of households employing Voice Over Internet (VOIP) landline phones and households that no longer have landlines due to increased reliance on mobile phones has created challenges for the Dutchess County Electronically Monitored House Arrest Program. Therefore, the Electronic Monitor-

ing Unit Staff has begun to test and evaluate other technologies. Our hope is to transition to this new technology gradually over the next year. This will enable us to continue to provide quality electronic monitoring of offenders in the community in a cost effective way in light of the evolving telecommunications environment.

WARRANTS

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 2014, 182 Violation of Probation warrants were issued by various courts in Dutchess County and investigated by our department's Warrant Bureau. Also during 2014, 165 Violation of Probation

warrants were disposed of 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 contributes to 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 are normally held in federal custody while the disposition of their deportation case is decided.

Additionally, Dutchess County Probation Warrant Services continues to extradite offenders outside of the county. This included three out of county warrants and one out of state warrant. One of these out of county warrants was coordinated with the US Marshal Service to extradite a female fugitive from Florida to New York City where she was then brought back to Dutchess County to face her pending court matter.

VIOLATION OF PROBATION WARRANTS ISSUED 2014	
Felony	62
Misdemeanor	120
Total	182



WARRANTS DISPOSED OF – 2014	
Arrested / Executed By Probation	116
Extradited from outside of the County	3
Police/Jail TOT Probation	15
Surrendered to Court	3
Surrendered to Police	7
Surrendered to Probation	13
Vacated	8
Total	165

During 2014, 182 Violation of Probation warrants were issued by various courts in Dutchess County.

ELECTRONIC MONITORING

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 (GIVE). The primary goal of GIVE is to reduce violent crime due to 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 partners.

As part of this strategy, and in conjunction with GIVE guidelines, this department has designated two probation officers as GIVE Field Intelligence Officers (FIOs). 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 GIVE grant has also permitted the FIOs to receive specialized training in such areas as search warrants, gang identification and criminal intelligence. Probation Field Intelligence Officers also serve as a point of contact for other law enforcement agencies when requesting assistance from the Office of Probation in their efforts to solve crimes. In 2014, this department added additional Field Intelligence Officers bringing the total number of FIOs to seven. In addition to G.I.V.E., Field Intelligence Officers from this department participate in monthly Field Intelligence Group (FIG) meetings with other law enforcement agencies within Dutchess County to share information on criminal activities and preventive measures.

Information Technology

Designated probation staff members are responsible for training, integration and management of computer based resources within the department. These staff members provide liaison services between the Probation Office and the Dutchess County Office of Computer Information Services (OCIS).

During 2014, information technology within the Probation Office saw advancements with regard to developing computer based reports that aid both officers and supervisors in managing the large volume of information they are confronted with daily. Training on the various computer applications used at probation continued in 2014 on an in-service basis as well as for newly hired staff members.

2014 saw a new Caseload Explorer (CE) enhancement called "Check-In". Check-In allows *Lowest Risk Offenders* to periodically maintain contact with probation via internet or smart phone. This enhancement to Caseload Explorer verifies offenders identities and then asks a series of questions regarding issues of compliance with conditions of probation as well as processing online payment of supervision fees, restitution, etc. These contacts are electronically cataloged in the offender's case file. Should a compliance issue be detected or if the probationer fails to maintain contact with the system, the Check-In program notifies a designated Probation Officer who follows up with the probationer. By supervising lowest risk offenders in this manner, officers are given more time to dedicate to higher risk offenders who require more intensive supervision.

Additionally, the Office of Probation and Community Corrections continually evaluates new technologies to determine their value in performing our mission of supervising various populations in a cost effective and efficient manner.

Adult Investigations Unit

Daniel Bryant-Unit Administrator
Donna Rhoads-Senior Probation Officer
Pamela Francis-Senior Probation Officer
Robert Dosiak-Senior Probation Officer

The purpose of a Presentence investigation report 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)

Within the criminal courts, 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 and the needs of the community and the victim, while equipping the defendant to maintain corrected behavior, thereby reducing the likelihood that the defendant will commit additional criminal acts. 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 Presentence Investigations. 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 New York State Office of Probation and Correctional Alternatives promulgates rules and regulations.

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.

A second risk assessment tool, the **PROXY**, was put into use during 2012. The **PROXY** is a Pre-Screening instrument completed at the time of the pre-sentence report that assesses risk of recidivism and provides valuable data used for offender tracking. For cases on both ends of the spectrum—those who will be sentenced to Conditional Discharges and not become involved with probation services, as well as those who are destined for State Prison with no chance of probation involvement, the **PROXY** provides a quick yet accurate assessment of recidivism that is not as time consuming for the assessor as other tools.

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

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 initiation of the process of creating 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 co-defendant'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

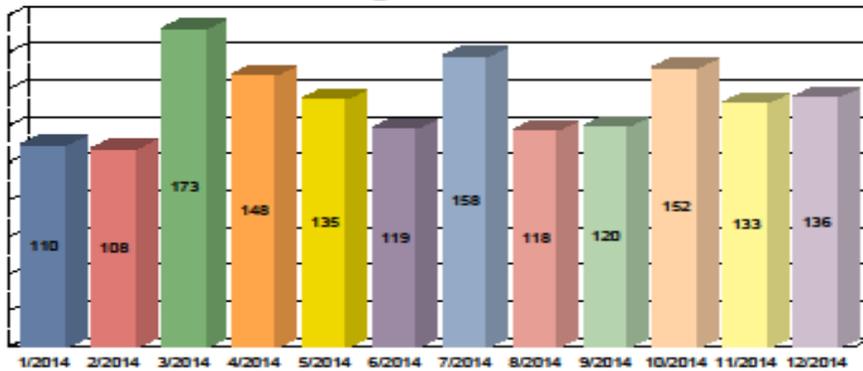
utilized post sentence by probation officers to form the basis of a supervision plan, by prisons to appropriately classify defendants, by release boards in making parole decisions, and by treatment providers to address individualized treatment needs.

In addition to the adult presentence investigation and report, the unit is responsible for the application processing, investigation and production of 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.

For 2014, the number of orders increased significantly from last year's number of orders:

	Other	Pre-Plea	Pre-Sentence	CRD	Total
2014	0	149	1397	64	1610
2013	0	67	1421	66	1554
2012	1	50	1448	49	1548

Number of Investigations Ordered Per Month



Adult Investigations Cases Received by Year

	Total
January 2014	110
February 2014	108
March 2014	173
April 2014	148
May 2014	135
June 2014	119
July 2014	158
August 2014	118
September 2014	120
October 2014	152
November 2014	133
December 2014	136
Total	1,610

A D U L T I N V E S T I G A T I O N

Change to the unit for 2014 was primarily related to staff change. One officer was added to the unit due to the promotion and reassignment of another, and one officer retired at the end of the year. Procedurally, the unit has adjusted well to the standardized format for presentence investigation reports that was implemented in 2013.

In terms of the increase in orders from the past two years, the primary increase has been in pre-plea orders, which more than doubled in 2014. This may be attributed to the increase in use of interim probation supervision. Interim probation allows a defendant to be supervised in the community for a period of up to one year, with conditions that could include substance abuse treatment and payment of restitution, and if compliance is maintained the conviction

could then be reduced or dismissed. By statute the interim period begins on the date of plea, so the ordering of a pre-plea report rather than a pre-sentence report allows for the period of supervision to begin upon plea, without losing the time that it takes for preparation of the report.

Plans for 2015 include implementation of a specialized DWI investigation caseload, in addition to the specialized Sex Offender and Domestic Violence investigation caseloads currently contained within the unit. Additionally, we will be working towards an increase and standardization in the recommendation of community service as a “restorative justice” measure in probation supervision conditions.



ADULT SUPERVISION UNITS

Jeffrey Walraven—Unit Administrator

The Office of Probation and Community Corrections has for a number of years managed specialized populations of offenders in units dedicated to specific offenses. Among these special populations are sexual offenders, domestic violence offenders, those with serious mental illness, and DWI offenders.

The supervision of adults placed on probation by the county and local justice courts is modeled with the interests of the safety of the community at its core. This is achieved through the application of evidence-based programming following an actuarial assessment. The county uses the state approved COMPAS instrument to determine risk and needs. Adult probationers have been afforded an opportunity to remain living in the community rather than being incarcerated, and through probation supervision have an opportunity to make reparations to persons whom they victimized, correct behaviors that contributed to their criminal behavior, and demonstrate the changes in thinking and behavior that they have achieved through community supervision and the application of evidence-based practices.

Each adult probationer placed under probation supervision is administered the COMPAS, an actuarial risk assessment tool developed through research, to identify and predict the probability of behaviors that may lead to future criminal conduct. These include areas such as criminal involvement,

attitudes, associates, substance abuse, social engagement and mental health.

Each probationer placed on probation supervision is directed to comply with a set of specific conditions ordered by the sentencing court, and intended to remediate behaviors that may have given rise to conduct that contributed to the criminal offense, while encouraging behavior and attitudes that would reduce the risk of re-offense. These conditions of probation, coupled with data collected from the COMPAS assessment, become the basis from which individualized case plans are developed for each probationer.

The Office of Probation and Community Corrections manages specialized populations of offenders in units dedicated to specific types of offenses. Among these special populations are sexual offenders, domestic violence offenders, those with serious mental illness, and DWI offenders. Through the use of evidence-based risk assessment tools and techniques, these offenders are determined to be at high risk to reoffend. The specialized units feature smaller caseloads and specially trained officers, with the aim of reducing recidivism in high risk cases by providing more hands-on monitoring of rehabilitative efforts and treatment progress and evidence-based programming.

SPECIAL SERVICES

Jeffrey Walraven-Unit Administrator

The Special Services Unit is responsible for supervising sentenced and interim probation cases that are assessed as High Risk and Greatest Risk for violence and recidivism, as well as specialized caseloads including Domestic Violence, Sex Offenders, and participants in the Dutchess County Community Transi-

tion Center. Additionally, the Special Services Unit maintains specialized caseloads for offenders adjudicated as Youthful Offenders and those with Serious and Persistent Mental Illness (SPMI). A licensed social worker from the Dutchess County Department of Mental Hygiene is assigned full

time to the Office of Probation, working mainly with these SPMI probationers, coordinating services and providing brief counseling and crisis intervention.



DOMESTIC VIOLENCE SUPERVISION

Scott McCloud—Senior Probation Officer

The Domestic Violence Supervision Unit is composed of three officers who have received specialized training in the dynamics and characteristics of interpersonal violence and best practice strategies to supervise this population. One of the officers is assigned to the Satellite Supervision Unit and supervises cases primarily in the southern area of Dutchess County.

The central tenant of the Domestic Violence Unit is to ensure the safety of persons who have been victimized by these offenders through enforcement of specialized conditions of probation and Court Orders of Protection, as well as maintaining contact with these protected persons. Additionally, offenders are required to attend Domestic Abuse Awareness Classes, Anger Management Classes, and other programming to address areas of criminogenic need that may have contributed to the

commission of the criminal offense.

The Office of Probation is a member of the Dutchess County Domestic Abuse Response Team (DART) which exists in a number of jurisdictions throughout the county. We also have representation on the Universal Response to Domestic Violence Project and High Risk Case Management Project through Family Services, Inc. The Senior Probation Officer is also the Office of Probation's representative in the Dutchess County Integrated Domestic Violence Court (IDV).

SEX OFFENDER SUPERVISION

Timothy Meester – Senior Probation Officer

The Sex Offender Supervision Unit has continued to expand on several established supervision initiatives during this year. These initiatives have the objectives of ensuring that known and potential victims of these offenses remain safe in our community and that offenders are held accountable not only for the offense for which they were convicted, but in management and avoidance of high risk activities, reducing the likelihood of new or repeated sexual offending behavior.

- Supervision Officers continue to conduct presentence home visits to offenders living in the community who are awaiting sentencing. This effort is to ensure that the offender is living at the reported address, and to gain information as to the appropriateness of the residence relative to proposed conditions of probation.
- The Office of Probation continues to revise conditions of probation for offenders convicted of sexual offenses, better clarifying the expectations of the offenders as well as providing evidence-based rationale for these revisions.
- Supervision Officers, with the assistance of Crime Victim Assistance Advocates, have increased their efforts to establish and maintain contact with victims of sexual offenders supervised by the Office of Probation. This contact is intended to ensure that victims and their families are receiving services and advocacy that they may need, as well as establishing a relationship between the victim and an individual who would be a resource for any future needs.
- Supervision Officers have continued their collaboration with local law enforcement in monitoring and verifying offender addresses and activities, improving on information sharing with these agencies and assuring offender adherence to conditions of probation.
- Supervision Officers continue to work closely with the Relapse Intervention for Sex Crimes program at Family Services, Inc. This is the primary sex offender specific treatment program providing services to probation sentenced offenders. The number of offenders who have successfully completed the standard course of treatment, who remain on probation, and continue to attend treatment groups on a maintenance status, has increased substantially during this year. This continuation of treatment while concurrently being supervised by the Probation Department serves to reinforce the self management skills developed during treatment, as well as to provide a forum for offenders to seek assistance with changing life circumstances.

The Sex Offender Supervision Unit continues to utilize evidence-based best practices in community supervision of sexual offenders. Of particular note are efforts to limit and eliminate potential victimization through technological means. Most offenders, because of the high risk nature and potential anonymity of the Internet, are not permitted computer use. We have continued to monitor the permitted computer and Internet usage of a select group of offenders through an offender paid monitoring program. This has been successful in assisting offenders to manage otherwise impulsive computer behavior, while allowing them to develop themselves occupationally and educationally.

DUTCHESS COUNTY COMMUNITY TRANSITIONS CENTER

Thomas Gabel—Senior Probation Officer

The Dutchess County Community Transition Center

is a day reporting program that operates in the City of Poughkeepsie, providing multiple services to pretrial and sentenced adults under the supervision of the Probation Department. Having a single location where a population of individuals is able to receive services intended to address multiple needs has been shown to increase program participation and completion, and subsequently decrease recidivism among this population. Young adults between 16 and 25 years of age account for the largest percentage of program participants, particularly those receiving multiple program services. There is a strong commitment to evidence-based programming.

These services include GED classes, cognitive skills training groups, life skills groups, anger management groups, employment readiness groups, parenting groups and substance abuse referral services. In addition, CTC has maintained a strong commitment to the Ready, Set, Work Program, initiated in 2012. The commitment to participation in community service remained an integral part of the program as well. Some of the community service venues included Dutchess Outreach Lunch Box, St. Paul's Lutheran Church Food Pantry, Hidden Hollow Horse Farm, Wappinger's Green Way, Mid-Hudson's Children Museum, The Family Partnership Center and the Poughkeepsie Housing Authority.

Dutchess County Office of
Probation and Community
Corrections

DWS Unit

JOANNE NELLIS, UNIT ADMINISTRATOR
MARK JAGGI, SENIOR PROBATION OFFICER

- *Probation Officers assigned to this unit are trained in addiction, relapse issues and recovery.*

Supervision plans for these DWI offenders are developed in conjunction with the use of actuarial risk assessments and substance abuse evaluations.

The DWI Unit was formed in 2007 based on the special needs of the 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 in 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 function of specialized probation supervision is to ensure that DWI offenders are obtaining the necessary treatment to address their alcohol/substance dependency and to intensively monitor their behavior in the community. Probation Officers assigned to this unit are trained in addiction, relapse issues and recovery. These officers are dedicated to providing an environment for change in an offender's behavior, while holding them accountable for their actions and focusing on public safety. Offenders on these specialized caseloads are generally more intensively supervised through additional home and community contacts and collaboration with treatment providers. Many contacts are made outside of the 9-5 work day, with visits taking place in the even-

In 2014 the DWI Unit supervised between 930 and 960 DWI related offenders at any given time, approximately 1/3 of the total adult probationers supervised by the department. Included in this unit is the STOP-DWI Program, which is comprised of three 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 five officers in the unit supervise medium-risk offenders. Another officer, trained in women's issues, supervises all the female DWI offenders. A Case Manager Aide supervised by the Unit Administrator manages the Low Risk Caseload.

D W I C O N T I N U E D

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. In 2014, the supervision of the low risk population was enhanced with the use of a computer check-in program. The computer check-in system allowed the Unit Administrator to concentrate resources where most needed; the foundation of evidence-based practices.

Supervision plans for these DWI offenders are developed in conjunction with the use of actuarial risk assessments and substance abuse evaluations. High risk/need areas are clearly outlined and innovative strategies are used/setup to address these need areas. Officers use the principles of evidence-based practices in developing an appropriate case plan by using cognitive behavioral techniques and 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 and 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. Some of the strategies we have employed include the gender specific (women's) caseload, continued use of cognitive behavioral groups, and the computer based check- in program.

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.

The computer based check - in program has allowed us to focus our resources on the higher risk offenders, a key component of evidence-based practices.

DWI

Another tool the DWI Unit continued to use during 2014 was the ETG TEST. Also known as the **ETG 80 Hour Test**, it is 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 80 Hour test is being used as a tool to enhance probation supervision and monitoring capabilities. It is not intended to replace Alco-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.

During 2014 the DWI Unit continued to feel the effects of the implementation of Leandra's Law as the number of installed devices has increased substantially over the last four years. As of December 2014, 427 offenders were subject to having an Ignition Interlock Device installed on their vehicles. The monitoring of those offenders sentenced under Leandra's Law requires regular inquiries with the Department of Motor Vehicles to check the status of any vehicles that may be titled or registered to the offender. If an offender has a motor vehicle registered or titled in their name, they are required to have the IID installed in the vehicle within ten days of sentence, or surrender ownership. The law requires the probation officers to notify the sentencing court of failure to have the IID installed within the allotted time frame. The officers are required to make the notification within five days.

Once an offender has the IID installed, the probation officers are required to monitor the reports generated by the Interlock company. Most devices require an individual to have the information downloaded monthly, however, advances in technology now allow for real time reporting. The devices also function with GPS, allowing for enhanced supervision of the offenders.

Any violations of the IID will generate a report to the officers. Again, these violations must be reported to the sentencing court within five days of our notification.

The unit's workload has been impacted by the initial and periodic DMV checks, as well as the monitoring of the information generated by the reports. There are four different Interlock companies contracted with NYS to provide services and each has different procedures for reporting information, and how the officers access the information. This has been somewhat challenging, but the dedication and commitment of the DWI officers to community safety has helped them to meet this challenge.

As was the case with most of the department, this unit also experienced a great deal of staff change due to retirements, medical leaves and promotions. Various strategies were developed to meet these changes.

The DWI Unit continues to strive toward the goal of changing offenders decisions regarding alcohol use, in addition to changing drinking and driving behavior. In effect, this reduces the probationer's risk to the community, our ultimate goal.

General Supervision Unit Poughkeepsie Location

The Poughkeepsie General Supervision Unit is comprised of three line officers who are supervised by the Unit Administrator and Senior Probation Officer of the DWI Unit as well. The caseloads in this unit are medium to low risk offenders. Two officers supervise the bulk of male offenders, another officer, specially trained in women's issues is assigned a predominately female caseload; allowing for gender-specific needs to be addressed. Most of the female offenders are referred for services at the Women's Center run by Project MORE. At the Women's Center, case management services are available, as well as cognitive behavioral groups, employment support and some housing services. The probation officer assigned has a satellite office at the program facility and is an intricate component of the programming. Having an office there allows her to meet with the participants, limiting the need for them to travel to the Probation office, which is often difficult because of lack of transportation and child care needs. Probation's presence at the program is also an indicator to the participants of how important their participation is to their rehabilitation.

As with the other units, the general supervision officers use periodic risk assessments and employ motivational interviewing skills to develop case plans with the probationers in order to effect change in their behavior.

Trends within the General caseloads include a continued rise in the seriously mentally ill population, as well as a continued rise in the abuse of prescription medications and heroin. We have been working closely with other community agencies to more effectively deal with these populations, as well as to get support for staff, as the chronic nature of these offenders is often challenging to handle on a daily basis.

Dutchess County is noted for staff dedicated to helping change people's lives while keeping public safety a priority.

Budget & Finance

Joseph Minuti - Director

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 and restitution charges that go directly into county revenue.
- The collection of restitution and the distribution of money to pay victims.

Section One

State claims reimburse the county monies that are spent through enforcing the laws within our county. The claims with the State include GIVE, BLOCK Grant, STOP DWI, funds for juvenile services and the Ignition Interlock Monitoring Devices. All of these State contracts need constant supervision and management.

We use the services of interdepartmental and county offices such as the Auto Center, which services and supply all our vehicles, and OCIS, which maintains our computers and computer programs. It is our responsibility to pay for these services monthly.

SECTION 1 CONTINUED

The services of county agencies and not-for-profits are also used. These contracts are renewed every year and completed by the budget process. These agency contracts are administered by this unit and monitored carefully to make certain expenditures are spent as agreed within the contract.

The unit also manages contracts with the county for vendors who provide equipment and monitoring of probationers, drug testing companies, drug supply companies and leases for equipment and rental properties.

The county established the use of a procurement charge card (P-card) which allows for the purchase of goods for our department from various outside sources. The Family Court Diversion Unit has three P-cards being used for the Functional Family Therapy families and others that are in need and can not afford purchases such as clothing and food. The art group also uses the P-card to purchase all their supplies. These cards can be used for travel and have been used to travel to other states for the extradition of defendants. Purchases made with the P-cards must be tracked and managed by this unit on a weekly basis.

SECTION 2

The Financial Unit collects restitution from probationers who have been ordered by the courts to pay back their victims. We use the Caseload Explorer Management computer system for our financial case recordings. The system has been an asset for our unit and the department. We record all payments made by the probationers and can view the balances due in each case. Checks are printed once a month to pay the victims of all probationers who have made payments during that month. During this process, revenue checks are distributed to Dutchess County Finance Department which includes the 5% surcharge of restitution payments and the supervision fees which are collected monthly from the offenders.

The department continues to be very successful in researching and locating victims with a new law enforcement search engine. As we locate victims, we distribute payments to them.

RESTITUTION SURCHARGES AND SUPERVISION FEES COLLECTED

JANUARY - FEBRUARY - MARCH

SURCHARGE/RESTITUTION: \$77,673

ADULT SUPERVISION FEES: \$29,341

APRIL - MAY - JUNE

SURCHARGE/RESTITUTION: \$73,345

ADULT SUPERVISION FEES: \$23,834

JULY - AUGUST - SEPTEMBER

SURCHARGE/RESTITUTION: \$57,255

ADULT SUPERVISION FEES: \$25,805

OCTOBER - NOVEMBER - DECEMBER

SURCHARGE/RESTITUTION: \$81,524

ADULT SUPERVISION FEES: \$32,801

TOTALS FOR 2014

SURCHARGE/RESTITUTION: \$289,797

ADULT SUPERVISION FEES: \$111,781

Restitution collected for 2014 is \$275,997

Restitution distributed to victims in 2014 is \$298,309

Support Services

Karen Kotchie, Support Services Supervisor

Lori Olheiser, Senior Program Assistant

Last year a total of 37,557 people were greeted and signed into the Probation Department through our reception staff.

In 2014, the Dutchess County Office of Probation and Community Corrections was supported by a clerical staff of thirteen.

The support staff assists all the units in the Probation Department. The support staff enters case notes, home visit notes, and case conference notes for many of the officers. They assist the officers with typing, letters, memos, preparing documents for court, processing requests for information from other agencies, maintaining all closed records and processing all legal requests for those records. The support staff assists with filing, mailings, and various other duties as needed. The support staff is responsible for collecting, processing, and data entry for the majority of all incoming information from the courts, other probation departments and New York State ICOTS. 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 open and close all new cases, all pretrial cases, EM cases, and transfer cases. In 2014 they began entering all data for IONS (Inventory of Needs) assessments for all women on pretrial services, (ROR, RUS, EM) tracking those women through E-Justice, entering any re-arrest information and notifying the appropriate officer of that re-arrest. The support staff opens, closes, and recertifies all applicable PINS and JD cases, enters all case notes and any contact information for each into the Department of Community and Family Services Connections system.

To reduce the need for permanent storage of case records, in January of 2014 the support staff started scanning and importing all documents required by law to be kept permanently, thereby eliminating the need to store these records indefinitely.

The Support Services Unit includes a reception staff of three who are responsible for answering over 1,000 phone calls that come into the Probation Department each week and greeting every person who comes in through our doors in a professional and courteous manner. Last year a total of 37,557 people were greeted and signed into the Probation Department through our reception staff. Our professional reception staff also handles many additional visitors each day, some for one of our many groups, some for meetings, and some for directions to other county offices.

Our reception staff assists the officers and the clerical team with data entry of case notes and home visits, mailings, creating folders, and searching all Domestic Incident Reports that are received and ensuring that the appropriate officer is informed of any DIR for current probationers in a timely manner. Last year, of the 2,186 Domestic Incident Reports which were received by our department, 381 (17%) were actively on probation at the time of the incident. The reception staff also enters all DMH (Dept. of Mental Hygiene) forensic evaluations and court ordered treatment information in the case record and notifies the officer of receipt of that information.

The support staff of the Dutchess County Office of Probation and Community Corrections continues to work toward increasing the efficiency of all clerical duties and the functions of the entire agency. They support and work with each unit, each officer, and each other to meet the needs of the department with competence and professionalism every day. The support staff faces each new challenge with determination and enthusiasm and are an integral part of the Dutchess County Office of Probation and Community Corrections.

TRAINING

In 2012, the Staff Development Committee was created to assess and prioritize the comprehensive training needs of staff in addition to developing and facilitating some of the trainings.

Professional staff are required to complete twenty-one hours of training each year. Newly hired probation officers must attend a three week training series held in Albany that includes Fundamentals of Probation Practice, Peace Officer and Officer Safety training within the first six months of hire. 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 2012, the Staff Development Committee was created to assess and prioritize the comprehensive training needs of staff in addition to developing and facilitating some of the

trainings. The Staff Development Committee is comprised of Probation Officers who have received their Police General Instructor Certification from the New York State Division of Criminal Justice Services/Municipal Police Training Council and are, therefore, qualified to develop and facilitate training for probation staff. 2014 priorities for officer training included training on pretrial supervision, domestic violence, women in the criminal justice system, use of evidence-based assessment tools, Motivational Interviewing skills, mental health issues for people in the criminal/juvenile justice system, alcohol/substance abuse issues, Functional Family Therapy, officer safety, offender employment, domestic violence, sex offenders and Restorative Justice practices. In 2014, the Staff Development Committee continued to focus on addressing

training needs identified by a survey that was developed by the committee in 2013. Some of the training needs identified involved drug testing, prescription drug abuse, gangs and the role of social media. 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 ranging from firearms and defensive tactics to managing sex offenders and domestic violence offenders in the community. With retirements and promotions of some of our certified trainers in 2014, we will look to having additional staff members attend the New York State Instructor Development Courses available locally in the coming year.

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, about two dozen 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.