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ANNUAL REPORT

State of New Jersey  
Department of Institutions and Agencies  
Division of Correction and Parole

BUREAU OF PAROLE

135 West Hanover Street, Trenton  
(July 1, 1973 - June 30, 1974)

Nat R. Arluke, Chief  
Bureau of Parole

Domenick Sparaino  
Supervising Parole Officer

New Jersey State Library

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## INTRODUCTION

The Bureau of Parole has the responsibility to conduct investigations for both parole and clemency matters, to provide supervision and submit reports concerning persons paroled from training schools, correction and penal institutions in New Jersey, and persons paroled from similar institutions of other states to reside in New Jersey. In addition, the Bureau is responsible for periodical investigations and recording of inmates involved in the Work Release and Furlough programs and, as a result of the Morrissey v. Brewer decision, for conducting the "Probable Cause" section of the revocation process.

In order to execute its responsibilities, the Bureau maintains nine district offices throughout the State, a parole office in each institution, and a community residential facility in Jersey City.

## GOALS AND OBJECTIVES

1. Reduction of caseloads: progress has been made in this area by reason of reduction in the total caseload supervised and by an increase in staff to a 1:53 ratio.
2. Improvement in physical facilities: three district offices have had either major improvements or have been moved to newer and better locations. Facilities at the Central Office leave much to be desired.
3. Streamlining of paper work processes continues at a rather slow pace. In order to accomplish our goal to expedite the process, to revitalize and to update the many requirements, a full-time position should be created.
4. Improving quality of service to clients and to the community:
  - (a) Expansion of specialized caseloads from currently Federally funded eleven caseloads to include special supervision based on specific parolee problems rather than geographical areas.
  - (b) Increase in parolee supervision span to include continued supervision during other than regular business hours.
  - (c) "Hot-line" emergency communication arrangement.
5. Community involvement:
  - (a) Increased utilization of current Volunteers in Parole Program (Federally funded).
  - (b) Expansion of community-based parole facility from the one in Jersey City to another in Central Jersey when funds become available.
6. Staff selection and retention:
  - (a) Continue efforts to upgrade salaries competitive with other agencies in related fields.
  - (b) Institute personality testing program to eliminate persons who are unsuited to this type of employment.
  - (c) Provide increased promotional opportunities to retain personnel who now are accepting other outside opportunities.
  - (d) Provide a program of professional development which will permit educational leave with full pay for up to two years, will provide a temporary replacement to cover the caseload of the person on leave, and then to offer a promotional opportunity in the Bureau following successful completion of the educational leave.

DEVELOPMENTS

Bureau Employees' Credit Union started 1½ years ago, has continued its growth to include a membership of over 50 percent of the total Bureau staff and assets of \$25,000. Added privileges of members include special discounts on gifts, household items, and special car insurance rates.

Caseload size has reversed the upward trend of the past ten years and appears to have leveled off at about the caseload of January 31, 1973. It is anticipated that parole caseloads will start to climb as institutional populations increase, delayed by a lag of about one year.

Same sex supervision continues to exist, based on a policy established by the State Board of Control. This policy (supervision of male parolees by male parole officers and females by female parole officers) is still under review by all concerned.

Security of office equipment continues as a potential problem as break-ins continue to occur. The unavailability of insurance coverage poses a problem when the necessity to replace stolen typewriters and dictating equipment becomes necessary.

Realignment of district offices to balance caseload overloads has been held in abeyance in view of the leveling and decline trending during this period of time.

Mini-Grant Project was approved by S.L.E.P.A. in March 1974. This provided a total of \$1,500 to be divided among the district offices for the purpose of providing to parolees the immediate availability of small sums of money (up to \$10) for those emergency necessities such as car fare to work, a meal, a night's lodging, etc. Up to this time, these small sums of money normally came from the pockets of sympathetic parole staff. Each office was required to arrange a checking bank account and a means of accountability for the expenditures. If the project is proved workable, a request for its extension will be made.

PERSONNEL

At the end of the prior fiscal year there were 272 staff members in the Bureau. During the fiscal year 1974, 55 new positions were added making a total of 327 staff members assigned, 21 of which are Federally funded and 306 are State Budgeted positions.

The Federally funded positions consist of a Director, a Coordinator, and a Senior Clerk-stenographer assigned to the Volunteers in Parole Program; a Director, ten Senior Parole Officers and a clerk-stenographer assigned to the Specialized Caseloads project; and six parole aides assigned to the various district offices.

On June 30, 1974, the staff consisted of the following:

Chief .....	1
Supervising Parole Officers .....	7
Project Director (Specialized Caseloads) .....	1
Project Specialist (VIPP) .....	1
Parole Coordinator (VIPP), .....	1
District Parole Supervisors .....	9
Assistant District Parole Supervisors .....	12
Senior Parole Officers .....	31
Parole Officers .....	168
Parole Aides .....	6
Clerical .....	90
	<u>327</u>

The following personnel chart gives the distribution of the 327 staff members as of the end of the fiscal year:

	Chief	SPO	Pro. Dir.	Pro. Spec.	Par. Coord.	DPS	ADPS	Sr.P.O.	P.O.	Par. Aide	Clerical	Total
C.O.	1	7	1	1	1			1	1		7	20
DO#1						1	2	3	21		10	37
DO#2						1	2	3	16	1	8	31
DO#3						1	1	3	20		9	34
DO#4						1	1	2	21	1	8	34
DO#5						1	1	3	16		7	28
DO#6						1	1	4	13		6	25
DO#7						1	1	3	16		8	29
DO#8						1	1	2	12		6	22
DO#9						1	2	2	18	4	8	35
PROOF									7		1	8
IPO-TSB											1	1
IPO-YCIA								1			1	2
IPO-YCIB								1	1		1	3
IPO-YRCC								1	3		4	8
IPO-CIW								1			1	2
IPO-NJSP								1	3		4	8
Totals	<u>1</u>	<u>7</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>9</u>	<u>12</u>	<u>31</u>	<u>168</u>	<u>6</u>	<u>90</u>	<u>327</u>

During the year there were no retirements and 31 resignations received from the professional staff for the following reasons:

Sixteen went to better paying positions in allied service agencies. Out of these, three went to Federal Parole and Probation and four went to Probation Agencies in New Jersey and New York.

One was determined to be unsuitable for parole work.

Two returned to graduate school.

Three resigned for personal reasons.

Eight accepted employment in public service or private industry.

One entered the armed services.

The total number of parole officer separations for all reasons amounted to 13 percent of the total number of professional staff, up slightly from 12 percent for last year.

#### TRAINING

Area In-Service. The Bureau, in order to facilitate the training of District staff in matters of local concern and to have smaller group meetings, has arranged three training areas. These areas are as follows:

District Offices #1, 2 and 9

District Offices #3, 4 and 5

District Offices #6, 7 and 8

On an alternating basis a district training officer assumes responsibility for both planning and obtaining the necessary facility. Topics for this year have included the function of the various social agencies in the area, a symposium at Discovery House, Volunteers in Parole Program, role of the parole officer in State Parole Board revocation hearings, the function of the Garden State School District, narcotics, Blue Cross and Blue Shield benefits, county juvenile facilities, field trips to Youth Correctional Institution Bordentown and Correctional Institution for Women, Clinton, area employment opportunities, function of probation and the O R Program, role of legal services and the public defender, alcoholism and local available programs.

Women's In-Service. In order to improve the knowledge of women parole officers in those problem areas which are of special concern to women, five bi-monthly meetings were held. The areas discussed included birthright and anti-abortion, pro-abortion, "What Women Should Know," public defender programs, JINNS programs, rehabilitation program at Clinton, cottage life programs at Clinton, revocation process at Clinton. The planning of the programs has been both by district offices and under the auspices of Senior Parole Officers Lindbom and Thornton.

All State Professional Staff In-Service. Topic, "Trends in Parole" was discussed by the following: Commissioner Klein, Director Fauver, Chief Arluke and Dr. Donal MacNamara of John Jay College of New York. Special programs were summarized by District Supervisor Patterson, and Project Directors Pilch, Walsh and Farina.

Orientation. Fifty-nine parole officers and parole officer trainees attended four Orientation Courses. These courses were presented by the Chief, Supervising Parole Officers, selected District Supervisors, Senior Parole Officers, Institution Hearing Officers, Project Directors and Probation personnel.

Employee Performance Evaluation and Improvement System (EPIS). This program was reinitiated to indoctrinate supervisory staff who had not had previous training. Trainer was Supervising Parole Officer Sparaino.

Counselling the Addict Client. In-depth training for training officers was provided by professional leaders in this area.

Attendance at Civil Service Courses. Personnel were encouraged to attend courses including institutes for management training, improved clerical skills, and an accelerated course in speaking and understanding Spanish.

Bureau Manual. This was completed under the direction of Supervising Parole Officer Forrest (Consultant), Supervising Parole Officer Dooley (Chairman), District Parole Supervisors Camisa, Patterson and D'Ilio, Senior Parole Officers Bergen, Gregorio, Ide, Pratt and Lindbom, Parole Officers Neidermeyer, Davenport, Pantalena, Pearson and Gatti, Secretarial Assistant McGrath, and Supervising Parole Officer Levin. It is being utilized in the orientation of new staff members.

Division Training. The role of the parole officer has been discussed at Division training session by Supervising Parole Officers Faulkner and Levin in an attempt to get people currently employed in the correctional setting to understand the parole process.

Correction Officers' Training. Ninety-six correction officers have participated in parole field training each under the aegis of a district parole officer. Accompanying the field parole officer during a routine day has created a better understanding of the problems of supervision of parolees.

Middle Atlantic States Conference on Correction. This Conference was attended by 13 selected staff members.

PAROLE RESOURCE OFFICE AND ORIENTATION FACILITY (PROOF).

The Bureau of Parole operates a Parole Resource Office and Orientation Facility (PROOF) which houses parolees who have experienced a malfunction in parole adjustment. Rather than possible return to an institution, an opportunity to reside at PROOF and participate in a program of 24-hour-a-day seven-day-a-week social diagnosis is offered. Length of stay varies from a few weeks to several months when, hopefully, the parolee is returned to his home district to continue parole in the community. In addition, no more than two work releasees are also occasionally housed at PROOF, being accepted from the State Prison at Rahway.

The facility is staffed by professional parole staff who work on a shift basis for 24-hour coverage. It is located in a low-income housing project. The staff is composed of seven professional staff members and one clerical position on-site, under the responsibility of a Supervising Parole Officer stationed at the Central Office in Trenton.

During the year, four of the professional staff members were upgraded to the newly established title of Residential Parole Officer. One of these officers is the designated Officer in Charge and provides on-site administrative supervision.

During the fiscal year 1974, 3,103 man days were spent by residents at PROOF. One hundred eighteen residents resided at PROOF an average of 26.2 days. During this same period there were 82 blacks, 29 whites, and seven Hispanic residents. Institutional breakdown: Training School for Boys - 8; Youth Correctional Institution, Annandale - 27; Youth Correctional Institution, Bordentown - 29; State Prison - 21; and Out-of-State 5. District Office breakdown: DO#1, Clifton - 12; DO#2, East Orange - 21; DO#3, Red Bank - 7; DO#4, Jersey City - 30; DO#5, Elizabeth - 15; DO#6, Trenton - 2; DO#7, Camden - 5; DO#8, Atlantic City - 4; DO#9, Newark - 14; and Work Releasees - 8.

The team approach is an integral part of a positive PROOF and has been revitalized in that all staff members are sharing in the decision governing the facility's operation and its residents. This rise in morale has encouraged the staff to explore different programs which may be of use to the residents and the operation of the facility.

Due to the increase in staff, the services provided to the residents have increased. All incoming residents have an in-depth initial interview completed by the admitting duty officer. After diagnosing the resident's problem(s), a treatment plan is developed to help meet his needs and hopefully resolve some of the determined existing problems.

This method has resulted in developing a daily routine for both residents and staff. It also geared the individual receiving the services to zero-in on techniques for obtaining and maintaining self-sufficiency. The majority of the residents were exposed to learning methods of self-accomplishment and by achieving this on their own merit general assistance (financial) was discouraged.

Play therapy was introduced to enable the residents and staff an opportunity to foster a closer relationship with the facility. A personal sense of belonging provided the staff the opportunity to formulate a stronger bond between counselor and client.

This form of therapy also paved the way for the introduction and utilization of group counselling on a daily basis - five days a week.

This method provided the staff with information on all residents in an effort to diagnose and treat the resident the entire time he was in residence.

Case coverage weakened whenever the staff was operating with just six officers. To provide adequate case coverage, a staff of eight designated as caseworkers would be necessary. In addition, an on-site Senior Parole Officer would provide the necessary accountability of both caseworker and the operation of the facility, under a titled supervisor.

Public relations has continued to be of vital importance in maintaining visibility in the community. The agency has continued to develop meaningful relationships with employment placement offices, training and educational facilities, social service agencies and personal employment contacts. The Jersey City Medical Center provides a free employment physical for all residents requesting same. A student intern program is being organized with Fairleigh Dickenson University for resident use. Once a tenant association is reconstructed, a more meaningful relationship between the tenants of the housing complex and the agency will resume on a large scale basis.

The Christmas Party was once again successful, thanks to the cooperation of WOR Christmas Fund who provided the toys for the local children. Staff has gone into the community for donations and has been very successful in obtaining soap, shampoo, tooth paste, clothing, bread, etc. It obtained several cash donations of minimal amounts which went towards the purchase of cigarettes for the residents. A ping pong table was donated for recreational therapy and the equipment to play the game was provided by the staff. Many staff members made personal donations and contributions over and above the call of duty. Special thanks is extended to all staff members who made this fiscal year a very productive and meaningful experience for the residents.

#### VOLUNTEERS IN PAROLE PROGRAM

Fiscal year 1974 proved to be extremely encouraging for the Volunteers in Parole Program (VIPP). A number of significant developments occurred during the fiscal year which have given the program greatly increased vitality and effectiveness. The most important developments were the following:

Transfer of all VIPP Operations to Central Parole Bureau. On February 1, 1974, the VIPP staff moved from its offices in the State Bar Association to quarters at 222 West State Street, Trenton, in the rear of District Parole Office No. 6. At the same time, all VIPP employees became members of the Central Office Staff, the Chief of the Bureau of Parole was designated Project Director of VIPP, and all S.L.E.P.A. funds for VIPP began to be handled directly by the Department of Institutions and Agencies rather than being channelled to the State Bar Association. These changes were major steps toward the eventual takeover of VIPP by the Bureau as part of its regular budget after S.L.E.P.A. funding has been exhausted. Moreover, the changes have made it much easier for the VIPP staff to coordinate program activities with the Districts and Institutional Parole Offices.

Implementation of "Pre-Release Matchup Program." On October 1, 1973, C. Eamon Walsh became Parole Coordinator of VIPP, succeeding Martin M. Bergen, who received a promotion and was appointed Senior Parole Officer at the

State Prison, Trenton. Mr. Walsh immediately began to implement the pre-release matchup program, whereby volunteers meet with inmates a few months prior to the inmates' release on parole, and continue working with them after they leave the institution. The first institutional meeting between a VIPP volunteer and an inmate took place on November 28, 1973. By June 30, 1974, 117 offers of pre-release assignments had been sent to VIPP volunteers, 77 had been accepted, and 24 volunteers had met with inmates. This new procedure has enabled the Bureau to take advantage of the services of many additional volunteers.

Opening of VIPP to Non-Attorney Volunteers. During Fiscal Year 1974 the VIPP staff made extensive efforts to recruit non-attorney volunteers as well as additional attorney volunteers. The most promising development in this area has been the establishment of a close working relationship with the statewide Lions Club organization. Discussions were held with Lions Club leaders concerning the use of Club members as VIPP volunteers to work with parolees from the Training School for Boys, Jamesburg (because of the Lions' long history of assistance to that institution). On April 18, 1974, the program received the endorsement of the Lions' Jamesburg Committee, and on May 20 it was approved by the Lions' statewide governing body. Lions Club members will gradually be integrated into the ranks of VIPP volunteers.

Involvement of State Prison Parolees. Parolees from the State Prison system are now eligible to participate in VIPP. In order to ensure that this development would not cause any confusion on the part of the State Parole Board, the Staff Director and Parole Coordinator met with Chairman Heil on May 6. Mr. Heil expressed great enthusiasm about the program.

Recognition of Outstanding Participants in VIPP. Evaluators of volunteer programs often stress the need to give program participants a periodic "pat on the back." To meet this need, the VIPP staff arranged an Awards Ceremony at the Office of Governor Brendan Byrne on May 15. During the ceremony Certificates of Appreciation were presented to more than one hundred outstanding volunteers and staff members. This ceremony created renewed enthusiasm for VIPP on the part of volunteers and parole staff.

Statistical Summary. Since the inception of the program, more than 350 parolees have been assisted by 250 volunteers. As of June 30, VIPP had a cadre of 238 volunteers available for assignment. Eighty-four of them were actively working with parolees, and 32 others had been matched up with inmates pending the inmates' release on parole.

#### SPECIALIZED CASELOAD PROJECTS

In June, 1973, the Bureau of Parole received grants from S.L.E.P.A. in the amount of \$252,806 to implement the above projects.

The Specialized Treatment Caseload project entailed the appointment of nine senior parole officers, one assigned to each district office, to supervise a maximum of twenty clients who have histories of drug abuse.

In addition they were also made responsible for gathering data on the control group clients, so a valid, meaningful interpretation of their intervention could be made possible.

The initial experience with this project indicated the Special Group clients performed more favorably in all significant areas. Hard data is in the process of being compiled. It is not available at this time due to a revision made in the reporting forms.

The major impact made has been in the area of intensive casework with individual clients. Meaningful progress has been made with previously intractable clients because of two major factors: (1) intensive training of staff personnel, and (2) limited caseload (20) which has afforded enough time to implement a treatment process. One of the caseloads is composed entirely of female clients.

The Community ReOrientation Program was also initiated in June, 1973. This program's goal is to provide total supportive services for inmates who have reached their maximum term in custody and who, in the past, had been released without supportive services. Supportive services include counselling, assistance in securing housing, employment, limited funds for purchasing medical, dental and psychological services. In addition, clothing, tools, and equipment to secure employment have been made available.

Two senior parole officers have been assigned to this project, one for the northern part of the State and one for the southern area. Participation by the inmate is entirely voluntary. From June 1, 1973 to August 6, 1974, 189 prospective clients were interviewed. Of this number, 166 were released upon expiration of their maximum term. Twenty-three were not released during this period, having reached their maximum term on one number, but then reverting to another number to complete a second term.

Of the population seen, the following represents the service and number of clients:

Counselling .....	170
Employment .....	37
Financial .....	32
Housing .....	21
Medical .....	8
Transportation .....	54
Food .....	5
Clothing .....	24
Other .....	13
No Response .....	19

This project is in the process of securing a follow-up on this group in order to determine whether intervention has had any impact on clients who availed themselves of our service. Preliminary findings indicate

that persons who chose to use this service are involved in less serious violations of the law as compared to their previous legal difficulties. No comprehensive conclusion yet can be drawn from this inference, at least not until all checks have been completed.

Of greater importance than any hard data regarding conflicts with the law, is the indisputable fact that for the first time a public agency, which heretofore had a legal mandate to protect society and rehabilitate the offender, has elected to devote part of its resources to a function which, apart from its humanitarian approach to an age old problem, is designed to help in a specific crime prevention measure.

#### PAROLEE EARNINGS

During the calendar year 1973, 11,665 parolees under supervision earned \$29,054,581.00, an increase of almost 3½ million dollars over last year's earnings. Fifty-seven percent (6,600) of the parolees under supervision during the year were classified as "employed," i.e. worked all or part of the period under supervision, which could be from one week to one year. Twenty-five percent (2,942) were unemployed throughout their entire period of supervision, although considered "employable." The remaining 18 percent (2,123) were classified as "unemployable" by reason of being missing or in custody, attending school, being engaged in homemaking, or being incapacitated. Except for a slight increase in the "employables," percentages remained fairly constant compared to the prior year.

#### DISCHARGED PRIOR TO EXPIRATION OF MAXIMUM

The following number of parolees were discharged from parole prior to the expiration of their maximum sentences as the result of recommendations to the Paroling Authorities by the Bureau of Parole:

State Prison Complex .....	14
Youth Correctional Complex - Yardville .....	223
- Bordentown .....	228
- Annandale .....	258
Training School for Boys, Jamesburg .....	99
Training School for Girls, Trenton .....	41
Correctional Institution for Women, Clinton ...	<u>78</u>
Total .....	<u>941</u>

The 941 parolees discharged from further supervision is the equivalent of an average caseload in one of the larger parole district offices, and would require approximately 18 officers to supervise this number. Compared to last year there was an increase in those discharged of 154 (787 versus 941). Increases in the number discharged compared to last year were noted mainly in the Youth Correctional Complex and the Correctional Institution for Women.

ECONOMIC OPPORTUNITY ACT

As the result of referrals to various agencies including the Job Corps, Neighborhood Youth Corps, Manpower Development and Training, etc., it was determined that at the end of June, 1974, 3,020 parolees had been accepted in one of the E.O.A. Programs. This represents an increase of 1,140 cases (62 percent) over last year. The major increase in the acceptance into the various programs is a reflection of the rapidly rising unemployment rate in the community.

CASELOADS [See tables #1 and #1A attached]

As indicated below, the long established trend of increasing case-loads in New Jersey was broken this year for the first time since 1968.

On June 30, 1974, there were 8048 cases under supervision in New Jersey, a decrease of 120 cases (1.5 percent) from the preceding year. In addition, there were 464 New Jersey cases being supervised by other states for New Jersey and 106 New Jersey cases in the Central Office Special File, making a grand total of 8618 cases for which the Bureau had responsibility.

Although both the number of cases supervised in other states and the number of cases in the Central Office Special File increased from 417 to 464 (in other states) and from 88 to 106 (Central Office Special File) respectively, the over-all bureau responsibility decreased from 8665 to 8618 cases as of June 30, 1974. (Forty-seven cases - .05 percent). [See table #1].

Conversely, the total number of parolees supervised during the fiscal year 1973 reached a new all time high of 13,609. [See table #1A].

Under Supervision in New Jersey. At the end of 1972-73 fiscal year there were 8160 cases under supervision in New Jersey. During 1973-74 4624 cases were added, making a total of 12,784 cases supervised throughout the year.

New Jersey Cases Being Supervised in Other States. During the fiscal year 1973-74, 254 cases were added to the 417 being supervised in other states at the end of the 1972-73 fiscal year, for a total of 671 cases supervised during the year. This is an increase of 8.8 percent over the prior year. On June 30, 1974, there were 464 parolees from New Jersey under supervision in other states, or 10.8 percent more than a year ago.

Central Office Special File. This category was composed of cases not the responsibility of any New Jersey District Office or any other state. The responsibility, therefore, is assumed by Central Office. This group is composed of cases paroled to other states who subsequently absconded, persons paroled to out-of-state warrants, cases incarcerated in out-of-state and Federal institutions with no parole plan in New Jersey, and deportable cases. There were 88 cases in Central Office Special File (COSF) at the

beginning of fiscal year 1973-74, an additional 66 cases were handled throughout the year, and 48 were removed. As of June 30, 1974, there were left 106 cases in this category, an increase of 20.4 percent over the previous year.

RETURNS TO INSTITUTIONS [See tables #2, #2A and #2B].

Returns to institutions by new commitments and technical violations during the 1973-74 fiscal year increased 0.6 percent in relation to the total caseload (13.2 percent as compared to 12.6 percent in 1972-73).

Significantly, the number returned by court commitment decreased to 5.9 percent from 6.5 percent, whereas the number returned by the paroling authority increased from 6.1 percent in fiscal year 1972-73 to 7.3 percent in fiscal year 1973-74. These results, however, do not appear to be reflecting a change in trend when compared to the percentage of returns from 1970 to 1974. During the latter five-year period under study, court commitments ranged from a low of 5.4 percent in 1970 to a high of 6.7 percent in 1973; technical violation returns ranged from a low of 6.1 percent in 1973 to a high of 10.2 percent in 1971. The combined total return varied from a low of 12.6 percent in 1973 to a high of 16.3 percent in 1971. [See table #2B].

MISSING CASES [See tables #3, #3A and #3B].

At the end of each of the last five fiscal years, the number of missing cases increased from 530 to 582 to 762 to 795 to a new high of 935. This was a 17.6 percent increase over the previous year [table #3]. This percentage of increase in relation to the Bureau caseload, however, was only 1.7 percent, a differential which has remained fairly constant over a five-year period (9.1 percent to 8.9 percent to 9.8 percent to 10.8 percent). [Table #3B].

Parolees from the Training School for Girls accounted for the largest percent of missing cases (25.0 percent) in relation to respective caseloads, following by the Youth Correctional Institution, Bordentown (14.7 percent); Youth Reception and Correction Center, Yardville (11.5 percent); Correctional Institution for Women, Clinton (11.5 percent). In descending order the other institutions show the following: State Prison 10 percent; Psychiatric Hospitals (sex offenders) 9.5 percent; Youth Correctional Institution, Annandale 8.8 percent; and the Training School for Boys 8.7 percent. [Table 3].

SUPERVISION [See table #4].

In the performance of their assignments in 1973-74, parole officers made 321,631 supervisory contacts and 28,697 investigatory contacts. This was an 18 percent increase over the total number of contacts made in the previous year. On the basis of the number of field parole officers in service, each officer made an average of 2,484 contacts.

Included in the total figure of contacts from 1973-74, there were 65,608 home visits (compared to 58,675 and 56,761 from two prior years); 81,350 community contacts, other than employment or school contacts as compared to 65,942 last year; 3,411 employment visits (4,128 last year); 753 school checks (711 in 1972-73).

The efforts of the parole officers resulted in the submission of 58,108 written reports, including 50,067 supervision reports and 8,041 investigation reports in 1973-74 as contrasted to 53,683 total reports, 45,218 supervision reports and 8,465 investigation reports in 1972-73.

The districts reported travelling 765,244 miles in the performance of their duties as compared to 602,781 miles in 1972-73.

#### INSTITUTIONAL PAROLE ACTIVITIES

Parole staff members are assigned on a permanent basis to each of the penal and correctional institutions and the training schools to act as liaison between the incarcerated client and the community. The following listing by institutions reflects major activities of the staff exclusive of such items as training, staff conferences, maximum release interviews, etc.:

	Preparole Interviews	Inmate Requested Interviews	Released on Parole	Parole Classes	Violation Summaries	Orientation Classes	Recommendations for Discharge Summaries	Admission Summaries	Special Summaries
NJSP	2605	1783	1077	350	286				
YRCC	1857	2409	824	104		43	219	614	
YCIA	1311	786	1038	24					
YCIB	1027	932	1066	114		4			235
TSB-J	270	230	140	37		51			
CIW	245	387	195	43		41		116	
TSG	35	77	31	12	3	3			20
Totals	7350	6604	4372	684	289	142	219	730	255

NJSP - New Jersey State Prison Complex  
 YRCC - Youth Reception and Correction Center, Yardville  
 YCIA - Youth Correctional Institution, Annandale  
 YCIB - Youth Correctional Institution, Bordentown  
 TSB-J- Training School for Boys, Jamesburg  
 TSG - Training School for Girls, Jamesburg  
 CIW - Correctional Institution for Women, Clinton

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 March 21, 1975  
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**TABLE # 1**

**TOTAL CASES UNDER SUPERVISION – 1973–1974 (By Institutions)**

	IN NEW JERSEY				IN OTHER STATES				CENTRAL OFFICE SPECIAL FILE				TOTAL
	UNDER SUPERVISION 7/1/73	TOTAL CASES ADDED	TOTAL NO. SUPERVISED 1973–1974	UNDER SUPERVISION 6/30/74	UNDER SUPERVISION 7/1/73	TOTAL CASES ADDED	TOTAL NO. SUPERVISED 1973–1974	UNDER SUPERVISION 6/30/74	UNDER SUPERVISION 7/1/73	TOTAL CASES ADDED	TOTAL NO. SUPERVISED 1973–1974	UNDER SUPERVISION 6/30/74	UNDER SUPERVISION 6/30/74
Training School for Girls	85	31	116	55	1	0	1	1	0	0	0	0	56
Correctional Institution for Women	365	195	560	373	35	6	41	23	2	4	6	3	399
Training School for Boys, Jamesburg	428	140	568	314	5	3	8	5	0	0	0	0	319
Youth Correctional Institution Complex													
Annandale	1612	1038	2,650	1,669	53	35	88	58	6	8	14	5	1,732
Bordentown	1905	1066	2,971	1,975	95	63	158	114	19	22	41	28	2,117
Youth Reception & Correction Ctr.	1414	824	2,238	1,390	60	53	113	83	15	13	28	22	1,495
State Prison	1858	1077	2,935	1,789	163	94	257	175	46	19	65	48	2,012
Psychiatric Hospitals (Sex Offenders)	40	1	41	37	5	0	5	5	0	0	0	0	42
Out-of-State Cases in N.J.													
Female	16	11	27	13	0	0	0	0	0	0	0	0	13
Male	437	241	678	433	0	0	0	0	0	0	0	0	433
<b>Total</b>	<b>8160</b>	<b>4624</b>	<b>12,784</b>	<b>8,048</b>	<b>417</b>	<b>254</b>	<b>671</b>	<b>464</b>	<b>88</b>	<b>66</b>	<b>154</b>	<b>106</b>	<b>8,618</b>
Under Supervision 7/1/73	8160				417				88				8,665
Total Cases Added		4624				254				66			4,944
Total No. Supervised 1973 – 1974			12,784				671				154		13,609
Under Supervision 6/30/74				8,048				464				106	8,618

**TABLE #1 A**

**NUMBER OF PAROLEES SUPERVISED  
5 Year Comparison – (1970 – 1974)**

1969 – 1970	1970 – 1971	1971 – 1972	1972 – 1973	1973 – 1974
9,444	10,410	11,684	12,852	13,609
+1.6%	+10.2%	+12.2%	+10.0%	+5.8%
+44.1%				

**TABLE # 2**  
**NUMBER AND PER CENT OF VIOLATORS**  
**BY DISTRICT AND SEX**  
**Based on Total Number Supervised**  
**1973 - 1974**

*Male*

DISTRICT OFFICE	TOTAL NUMBER SUPERVISED DURING YEAR*	NUMBER AND PER CENT OF VIOLATORS				TOTALS	
		COMMITTED OR RECOMMITTED		RETURNED AS TECHNICAL VIOLATOR		NUMBER	PER CENT
1. Clifton	1,662	133	8.0%	106	6.4%	239	14.4%
2. East Orange	1,349	65	4.8%	96	7.1%	161	11.9%
3. Red Bank	1,690	114	6.7%	144	8.5%	258	15.2%
4. Jersey City	1,674	114	6.8%	123	7.3%	237	14.1%
5. Elizabeth	1,145	71	6.2%	120	10.5%	191	16.7%
6. Trenton	1,108	61	5.5%	88	7.9%	149	13.4%
7. Camden	1,342	81	6.0%	125	9.3%	206	15.3%
8. Atlantic City	932	56	6.0%	87	9.3%	143	15.3%
9. Newark	1,458	110	7.5%	80	5.5%	190	13.0%
10. In Other States	629	1	.1%	8	1.3%	9	1.4%
11. Central Office (Special File)	148	1	.7%	15	10.1%	16	10.8%
<b>TOTAL MALE</b>	<b>13,137</b>	<b>807</b>	<b>6.1%</b>	<b>992</b>	<b>7.6%</b>	<b>1,799</b>	<b>13.7%</b>

*Female*

1. Clifton	116	5	4.3%	4	3.4%	9	7.7%
2. East Orange	82	0	0	3	3.6%	3	3.6%
3. Red Bank	115	1	.9%	11	9.5%	12	10.4%
4. Jersey City	48	0	0	1	2.0%	1	2.0%
5. Elizabeth	49	1	2.0%	2	4.1%	3	6.1%
6. Trenton	58	1	1.7%	3	5.2%	4	6.9%
7. Camden	51	0	0	0	0	0	0
8. Atlantic City	83	0	0	1	1.2%	1	1.2%
9. Newark	128	2	1.6%	6	4.7%	8	6.3%
10. In Other States	42	0	0	1	2.4%	1	2.4%
11. Central Office (Special File)	6	0	0	0	0	0	0
<b>TOTAL FEMALE</b>	<b>778</b>	<b>10</b>	<b>1.3%</b>	<b>32</b>	<b>4.1%</b>	<b>42</b>	<b>5.4%</b>
<b>GRAND TOTAL</b>	<b>13,915</b>	<b>817</b>	<b>5.9%</b>	<b>1,024</b>	<b>7.3%</b>	<b>1,841</b>	<b>13.2%</b>

\* Figures include inter-office transfers of cases.

**TABLE #2A**  
**PERCENTAGE OF RETURNS TO INSTITUTIONS**  
**BASED ON TOTAL NUMBER SUPERVISED**  
**By District**  
**1973 - 1974**

DISTRICT OFFICE	TOTAL NUMBER SUPERVISED	COMMITTED OR RECOMMITTED	TECHNICAL VIOLATORS	TOTAL
1. Clifton	1,778	7.7%	6.2%	13.9%
2. East Orange	1,431	4.5%	6.9%	11.4%
3. Red Bank	1,805	6.4%	8.5%	14.9%
4. Jersey City	1,722	6.6%	7.2%	13.8%
5. Elizabeth	1,194	6.0%	10.2%	16.2%
6. Trenton	1,166	5.3%	7.8%	13.1%
7. Camden	1,393	5.8%	8.9%	14.7%
8. Atlantic City	1,015	5.5%	8.6%	14.1%
9. Newark	1,586	7.0%	5.4%	12.4%
10. In Other States	671	.1%	1.3%	1.4%
11. Central Office (Special File)	154	.6%	9.7%	10.3%
<b>TOTAL</b>	<b>13,915</b>	<b>5.9%</b>	<b>7.3%</b>	<b>13.2%</b>

**TABLE #2B**  
**PERCENTAGE OF RETURNS TO INSTITUTIONS**  
**BASED ON TOTAL NUMBER SUPERVISED**  
**5 Year Comparison**  
**1970 - 1974**

COMMITTED OR RECOMMITTED					TECHNICAL VIOLATORS					TOTAL				
1970	1971	1972	1973	1974	1970	1971	1972	1973	1974	1970	1971	1972	1973	1974
5.4	6.1	6.7	6.5	5.9	8.7	10.2	8.5	6.1	7.3	14.0	16.3	15.2	12.6	13.2

**TABLE # 3**  
**RECORD OF MISSING CASES**  
**By Institution**  
**1973 - 1974**

	1	2	3	4	5	6	7	
INSTITUTION	TOTAL ON PAROLE ON 6/30/74	MISSING AS OF 6/30/73	BECAME MISSING BETWEEN 7/1/73 AND 6/30/74	TOTAL MISSING	ACCOUNTED FOR BETWEEN 7/1/73 AND 6/30/74	TOTAL MISSING ON 6/30/74	PER CENT OF DIFFERENCE	PER CENT OF MISSING IN RELATION TO CASELOAD ON 6/30/74
Training School for Girls	56	14	13	27	13	14	0	25.0%
Correctional Institution for Women	399	33	63	96	50	46	+39.3%	11.5%
Training School for Boys, Jamesburg	319	35	52	87	59	28	-20.0%	8.7%
Youth Correctional Institution Complex								
Annandale	1732	120	230	350	197	153	+27.5%	8.8%
Bordentown	2117	278	304	582	269	313	+12.5%	14.7%
Youth Reception & Correction Ctr.	1495	142	220	362	190	172	+21.1%	11.5%
State Prison	2012	168	133	301	98	203	+20.8%	10.0%
Psychiatric Hospitals (Sex Offenders)	42	4	0	4	0	4	0	9.5%
Out-of-State								
Female	13	0	1	1	1	0	0	0
Male	433	1	21	22	20	2	+100.0%	0.4%
<b>TOTAL</b>	<b>8618</b>	<b>795</b>	<b>1037</b>	<b>1832</b>	<b>897</b>	<b>935</b>	<b>+17.6%</b>	<b>10.8%</b>

**TABLE #3A**  
**RECORD OF MISSING CASES**  
**By District**  
**1973 - 1974**

		1	2	3	4	5	6	7
DISTRICT	CASELOAD ON 6/30/74	MISSING AS OF 6/30/73	BECAME MISSING BETWEEN 7/1/73 AND 6/30/74	TOTAL MISSING	ACCOUNTED FOR BETWEEN 7/1/73 AND 6/30/74	TOTAL MISSING ON 6/30/74	PER CENT OF DIFFERENCE	PER CENT OF MISSING IN RELATION TO CASELOAD ON 6/30/74
1. Clifton	1,077	118	170	288	156	132	+11.8%	12.2%
2. East Orange	868	106	121	227	127	100	-5.6%	11.5%
3. Red Bank	1,108	88	96	184	80	104	+18.1%	9.3%
4. Jersey City	1,114	112	175	287	159	128	+14.2%	11.4%
5. Elizabeth	739	86	70	156	77	79	-8.1%	10.6%
6. Trenton	720	55	93	148	92	56	+ 1.8%	7.7%
7. Camden	876	60	94	154	42	112	+86.6%	12.7%
8. Atlantic City	547	62	70	132	61	71	+14.5%	12.9%
9. Newark	999	96	87	183	79	104	+ 8.3%	10.4%
10. Central Office (Special File)	106	12	61	73	24	49	+308.0%	46.2%
11. Central Office (N.J. Cases Out-of-State)	464	0	0	0	0	0	0	0
TOTAL	8,618	795	1,037	1,832	897	935	+17.6%	10.8%

**TABLE #3B**  
**PER CENT OF MISSING IN RELATION TO TOTAL CASELOAD**  
**5 Year Comparison**

1969-1970	1970-1971	1971-1972	1972-1973	1973-1974
9.1%	8.9%	9.8%	9.1%	10.8%

STATE OF NEW JERSEY — BUREAU OF PAROLE

SUMMARY DAILY RECORD OF ACTIVITIES

Fiscal Year 1973 — 1974

DISTRICT NO.	FIELD AND OFFICE CONTACTS												REPORTS SUBMITTED						SUMMARIES SUBMITTED					HOURS		MILEAGE	
	TYPE OF CONTACT (1)							SUPERVISION (2)			INVESTIGATION (3)		SUPERVISION (4)		INVESTIGATION (5)				(6)					OFFICE	FIELD	STATE	PERSONAL
	C	E	H	N	O	S	T	P	PO	R	P	N	F-19	F-21	AR	PP	SR	DR	OA	PV	TR	TS					
DO 1	7691	244	6704	2000	8655	54	8069	12399	17424	1432	1162	494	3047	4730	5	679	251	140	9	242	97	168	14580	15501	106051	1697	
DO 2	8062	270	5449	2479	7010	32	9098	11305	14930	1260	1787	2583	2615	3133	2	527	233	100	27	294	175	184	11549	13536	38414	3260	
DO 3	11698	461	9212	3556	9826	35	14242	17326	26116	2278	2264	780	2964	2953	29	802	698	132	16	218	153	120	23207	15525	150121	518	
DO 4	9086	187	7986	2097	10543	146	9382	14044	18576	2782	2575	800	2206	3206	40	588	262	81	43	269	129	146	14700	15305	72362	548	
DO 5	9744	364	7317	2345	6250	64	7687	10269	18133	1097	2293	1767	1836	3040	41	555	317	48	32	240	137	115	9302	10431	71361	572	
DO 6	8708	446	6619	1859	4907	111	6898	9975	16764	1478	886	419	1759	2140	5	408	203	72	39	223	132	115	10016	10965	78901	476	
DO 7	9509	528	6072	1816	9045	110	13354	13782	24334	3723	1179	489	2374	5130	6	615	77	41	42	278	111	182	15944	10928	91798	97	
DO 8	7080	591	5543	1907	6528	166	4854	8687	14771	2553	934	878	1302	1572	0	420	61	175	71	169	96	127	8654	10189	117212	839	
DO 9	9772	320	10706	1725	8474	35	5903	12160	20589	1431	5221	2186	2632	3428	9	856	352	74	28	245	126	131	11628	18481	29459	1558	
TOTAL	81350	3411	65608	19784	71238	753	79487	109947	171637	18034	18301	10396	20735	29332	137	5450	2454	863	307	2178	1156	1288	119580	120861	755679	9565	
GRAND TOTAL	321631							299618			28697		50067		8041				5792					240441		765244	

Legend:

- |                                               |                                          |                          |                                 |                                        |                            |
|-----------------------------------------------|------------------------------------------|--------------------------|---------------------------------|----------------------------------------|----------------------------|
| (1) C — Community Contact other than E H or S | (2) P — Positive Contact with Parolee    | (3) P — Positive Contact | (4) F-19 — Chronological Report | (5) AR — Admission Report Supplemental | (6) DR — Discharge Summary |
| E — Employment Contact                        | PO — Positive Contact other than Parolee | N — Negative Contact     | F-21 — Special Report           | PP — Pre-Parole Report                 | OA — Other Agency Summary  |
| H — Home Contact                              | R — Case Review with or without Parolee  |                          |                                 | SR — Special Report                    | PV — Violation Summary     |
| N — Visit Made — No Contact                   |                                          |                          |                                 |                                        | TR — Transfer Summary      |
| O — Office Contact                            |                                          |                          |                                 |                                        | TS — Termination Summary   |
| S — School Contact                            |                                          |                          |                                 |                                        |                            |
| T — Telephone Contact (Significant)           |                                          |                          |                                 |                                        |                            |

Nat R. Arluke,  
 Chief, Bureau of Parole  
  
 By Domenick Sparaino  
 Supervising Parole Officer