

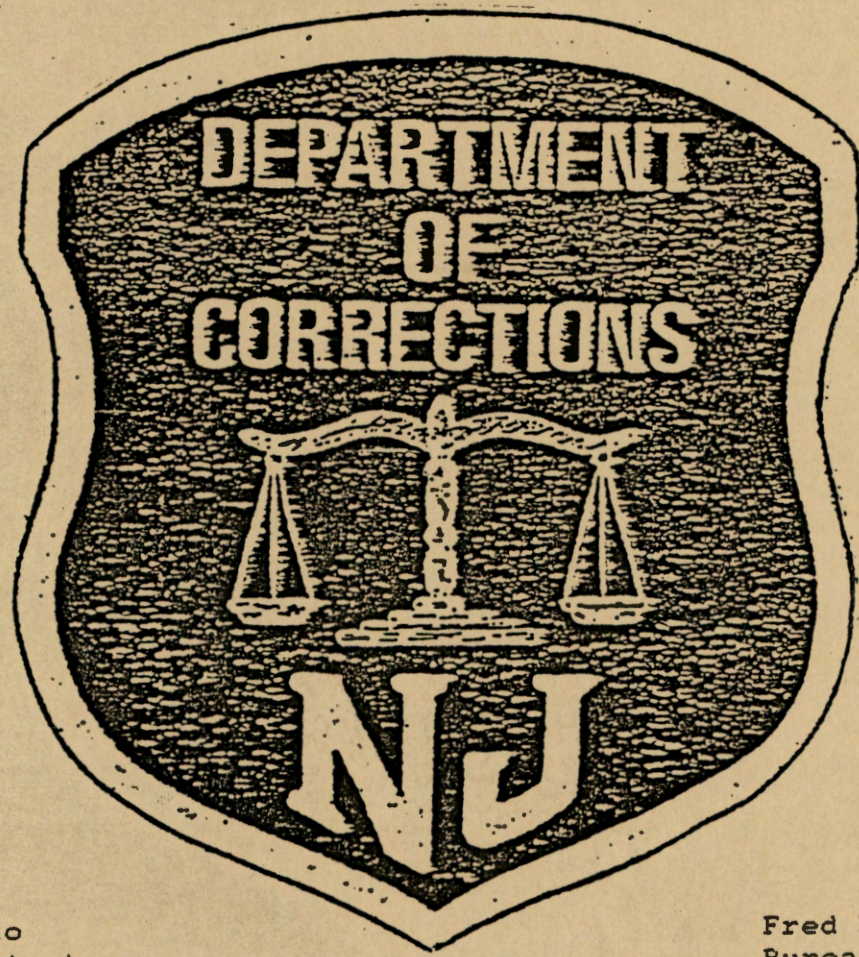
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A N N U A L R E P O R T
STATE OF NEW JERSEY
DEPARTMENT OF CORRECTIONS
DIVISION OF POLICY AND PLANNING
BUREAU OF PAROLE

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Fiscal Year July 1, 1985 - June 30, 1986



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STATE OF THE BUREAU

MISSION

As a component of the Division of Policy and Planning, Department of Corrections, the Bureau of Parole's mission is:

1. To provide appropriate investigation and effective supervision for those persons paroled from state and county correctional facilities and from other states which release offenders to programs in New Jersey. Bureau of Parole involvement with offenders begins while they are inmates, continues through the period of parole supervision, extends beyond the maximum expiration date whenever parolees have not completed revenue payments, and is available on an informal basis when ex-offenders seek counselling or delivery of services.
2. To improve the level of community protection against parolees whose potential for recidivism is high by use of surveillance, urine monitoring, mental health treatment services, and ongoing cooperation with law enforcement agencies.
3. To meet Legislative and Administrative mandates regarding court assessed revenues (penalty, restitution and fine).
4. To assure the proper and orderly movement of correctional clientele across state lines in accordance with the Juvenile Compact, the Parole and Probation Compact, the Corrections Compact, the Agreement on Detainers and the Uniform Extradition Act.
5. To increase community participation in the reintegration process by involving citizen volunteers from both the private and public sectors in Bureau programs.

MAJOR OBJECTIVES

1. To increase field staff's ability to respond appropriately to individual parolee's needs, the reduction of caseloads substantially below the present 1:74 ratio being a priority.
2. To facilitate preparation of some 8000 state and county inmate's release to parole supervision and to serve in a liaison role between personnel of correctional institutions and training schools and Bureau of Parole field staff.
3. To provide an alternative to reconfinement of over 200 offenders by use of community-based residential facilities for parolees who are failing to satisfactorily meet certain parole conditions.
4. To provide hearings mandated by New Jersey statute for approximately 2500 parolees whose adjustment has deteriorated markedly in one or more serious aspects.
5. To provide a program for 20 additional interested and qualified citizens from all walks of life who wish to serve as volunteers in the Bureau's effort to reintegrate adult and juvenile parolees from correctional institutions and training schools.

6. To collect, safeguard, and deposit some \$450,000 in penalties, fines and restitutions levied against offenders by the sentencing court, or restitution imposed by the Parole Board. To vigorously pursue delinquent accounts and to initiate formal collection procedures whenever offenders are unresponsive to Bureau efforts to elicit payments.
7. To facilitate client movement through established compacts and agreements, to any area of the country which may be required to meet the needs of the larger criminal justice community and/or to provide a broader range of alternatives/opportunities to approximately 1300 offenders.

PERFORMANCE

The Bureau's expansion to twelve district offices has allowed staff to better provide services at the point of need. Further the growing caseload had demanded this expansion in order to maintain district offices at a manageable size. Efforts continue to establish a thirteenth district office in Essex County which houses well over 3,000 parolees. Future planning involves a possible fourteenth district perhaps in the northwest section of the state remote from any currently existing parole installation.

In that nearly 90 percent of parolees complete the parole period successfully, parole officers are performing a highly cost-effective function. Further, the parole officers duties require their performance of a variety of other correctional field services beyond offender supervision.

Over the last five years, the Bureau's average daily casecount has grown from some 8700 to over 15,000. The total number of parolees processed in one year also has shown a pronounced increase, particularly since the Bureau was given responsibility for hundreds of offenders committed to and subsequently paroled from county correctional institutions. Responsibility for these relatively short-term county cases has helped raise the total number of offenders processed throughout the year to almost 20,000. Both daily and yearly totals are expected to continue increasing. Numerical increases have been accompanied by increases in the complexity of parole officer duties and in the number of offender groups served.

While there has been a marked reduction in generic parole conditions, the Parole Board makes wide-ranging use of Special Conditions. Thousands of parolees are under specific obligations via imposition of various Special Conditions. Frequently, Special Conditions mandate the acquisition of particular professional services, or certain volunteer efforts in order to enhance the effectiveness of available community facilities.

Both generic and Special Conditions must be monitored by Parole Bureau personnel regarding compliance. Where persistent/serious non-compliance is found, Bureau field staff must advise the Board via a formal, structured hearing (legal counsel and witnesses present). Such hearings can be time-consuming and in most instances are the prelude to a more indepth review at the Final Revocation Hearings.

The Board's role with county correctional institution cases has necessitated greatly increased Bureau activity in the areas of pre-release services, investigations, and supervision. Bureau involvement with county correctional institution cases may be for a relatively short period when

compared to state commitments, but county offenders comprise a multi-problem group, many of whom require as much planning and supervision as state offenders.

The Bureau's involvement in a specialized juvenile caseload in Somerset County became the prototype for a federally funded program which has allowed the expansion of this program into Mercer, Passaic, and Essex Counties. Caseloads limited to twenty juveniles allows the specially assigned juvenile parole officer to interface with the various community agencies prior and subsequent to parole. It is anticipated that in this way all the positive elements that the community may offer can be directed toward the efforts to rehabilitate the juvenile, who with little or no advance notice, can become involved in crisis situations which demand an inordinate amount of staff time to effectively resolve. Many are capable of rapidly exhausting personal resources, unfettered by concern for long range consequences.

The Bureau is also implementing an Intensive Surveillance/Supervision Program (ISSP). Funding for the program is being provided by federal sources and SLEPA matching funds. It has been estimated that there are several hundred inmates who have completed the statutory punitive aspects of their sentence and who do not demonstrate a substantial likelihood of committing another crime, if released to the intensive parole supervision. In the past, this target group was not released on parole due to the paucity of additional community support services. The ISSP provides a mechanism whereby a parole officer can provide additional support services and rigorous monitoring of behavioral adjustments. The ISSP is not an early release program.

By Legislative mandate, the Bureau entered into collection of penalties, fines, and restitution, assessed against prisoners committed to the custody of the Commissioner, Department of Corrections. Over a million dollars have been collected to date. Several millions list as collectibles.

Collections, record keeping, and the making of deposits are carried out at district offices and at the Central Office. Collection efforts extend to all obligated New Jersey parolees living out-of-state. Bureau collection activities are under review not only by Departmental auditors but also personnel from the Office of Legislative Services and the Treasury Department's Audit Unit.

Bureau staff is now responsible for a Financial Aid Program available to all parolees and max cases. The Gate Money Program was traditionally administered by institutional superintendents and later amended to allow district supervisors to make grants to releasees from county facilities. Simultaneously, a Mini-Grant account allowed supervisors to meet limited financial needs of clients. The Gate Money and Mini-Grant Programs have now been supplanted with the Financial Aid Program allowing supervisors of each of the twelve district offices and PROOF along with the Central Office to make limited grants upon demonstrated need, in the event that no community resources can be identified to resolve a problem.

The Departments of Corrections and Human Services and the State Parole Board entered into an Affiliation Agreement which tracks the movement of child abusers, known to the Department of Corrections, through his various residence changes in the community. The Bureau of Parole provides the Department of Human Services with updated information on client movement while the Division of Youth and Family Services advises whether or not past

or potential victims are known to reside in the home. The Parole Board in its initial decision on paroleability takes into account the DYFS recommendations on such cases as to the suitability of a residence investigated at the time that a pre-parole plan is being established.

Refinement of home visit and furlough standards for juvenile and adult inmates has increased the Bureau workload. The fact that juvenile commitments are immediately eligible for parole consideration under certain circumstances has forced the Bureau members to accelerate investigative contacts regarding proposed community sites. Work release and study release programs further involve the Bureau in community activity on behalf of prisoners, including the provision to employers and educators of a follow-up service on absenteeism, performance, and particular inmate goals and aspirations. Should work release and furlough privileges be given state prisoners housed in county facilities, the Bureau will face an appreciable increase in activity.

The institutional parole office function continues to expand with the openings of each major state correctional facility. Institutional parole offices now exist in the Riverfront State Prison in Camden, and the Southern State Correctional Facilities, first and second phases at the Leesburg compound. Further, an institutional parole officer has been assigned to service the Training School at Skillman and the various juvenile residential facilities. District staff continues institutional parole officer activities in each of the county facilities.

Institutional parole staff service all penal and correctional institutions and training schools. Staff members conduct personal interviews with inmates, counselling on specific matters to resolve problems, and develop suitable pre-parole plans. Staff members afford every inmate pre-release classes. They also assist inmates in obtaining necessary clothing and transportation from institutions to residences. The increase in use of home visits and furloughs and the number of state prisoners in county correctional facilities have added considerably to the workloads of institutional parole office staff.

The Bureau now has computer terminals in each of its field sites. However, each are involved only in limited service. Bureau staff is entering certain data into the machine but most of the programs available have not been utilized due to lack of sufficient staff. Presently, staff is familiarizing themselves with the OBCIS system and are beginning to update these records. Eventually, it is hoped that field terminal activities will include the Revenue Program, DMV lookups, NCIC/SCIC entries, and the CCH lookups.

The Office of Interstate Services is an operations component of the Central Office. It is charged with assuring the proper and orderly movement and the monitoring of corrections clientele across state lines. Over 700 New Jersey parolees reside out-of-state while some 600 individuals paroled from other jurisdictions reside in New Jersey. Other aspects of OIS responsibilities include initiating and following up action on various aspects of matters pertaining to inmates (both convicted and pending dispositions) across jurisdictional lines.

The Bureau's residential facility - PROOF - is the only unit in the state which provides around-the-clock, short term alternatives to confinement of selected parole violators. Also it assists parolees who are at a temporary loss to cope with personal and community situations. PROOF maintains an

all hours hotline telephone service for parolees, their relatives, law enforcement units and the general public. Counselling by staff members has expanded to include concerned relatives and friends of parolees. Development of other PROOF facilities is essential, if the needs of youngsters, women, and geriatric cases are to be met. There is ongoing need for a South Jersey PROOF so that adult failures do not have to be carried across the state for shelter and counselling, far from the areas in which they eventually will have to make a stabilized community adjustment. PROOF's value has been amply demonstrated for nearly sixteen years, in a densely populated North Jersey environment. Bureau personnel have the knowledge and ability to assure the successful operation of a PROOF in South Jersey.

The Bureau's Probable Cause Hearing Unit was developed in response to the Supreme Court's Morrissey Brewer mandate that alleged violators receive pre-return hearings. No parolee is exposed to parole revocation unless he has first been accorded the opportunity to participate in a hearing in which he may have counsel. Over 2000 hearings are held yearly by senior parole officers from each of the district offices and the Central Office. This obligation to serve as probable cause hearing officers takes them from casework assignments with the more recalcitrant parolees.

The Volunteers in Parole Program has a limited function in all of the district parole offices. Originally, volunteers recruited were only from the legal profession, lawyers paired with parolees on an individual basis. Expansion of the volunteer's role and a widening of the base from which they are drawn have allowed interested individuals from various walks of life to offer their special talents to the reintegration process. As the scope of the volunteer program is increased, training and guidance services to volunteers must be expanded to meet certain interests: some volunteers seek an ongoing relationship with parolees while others request only particular situational involvement. Because of life experience, including (in some cases) very serious criminal histories and many years of imprisonment, parolees pose marked problems in terms of finding volunteers capable of developing an effective relationship with them.

ANTICIPATED NEEDS AND ISSUES

The Bureau's efforts to increase responsiveness to demands upon its services continue to require additional administrative and personnel resources.

Present staffing patterns have increased individual caseloads in excess of 74 per officer. In many instances, special conditions dictate that case be maintained on intense supervision. Other special conditions attached to each case require a certain amount of referrals and monitoring to assure compliance. The parole officer supervising such caseloads must also attempt to collect revenue, conduct field investigations, participate in the supervision of the Furlough/Work Release Program, and involve himself in a variety of other correctional field services. The Bureau's need for additional field parole officers is of primary concern.

Institutional parole office services have been expanded to meet the needs of state prisoners serving state sentences in county correctional facilities and the needs of the county correctional institution cases which come under jurisdiction of the State Parole Board. There is a need for additional expansion to provide services to inmates housed in residential centers (both pre-release facilities and those units which are satellites

for adult and juvenile institutions). Institutional parole office personnel face increasing involvement in furlough, home visit, work/study release, and revenue collection activities and present staff cannot cope with the expanding workload. With staff increases, more attention can be given to in-depth counselling and pre-release planning, not only with inmates but with their relatives and friends.

A Revenue Collection and Service Unit has been structured from existing staff. This structure has placed additional strain upon field personnel in the discharge of their supervisory/investigative responsibilities toward parolees and inmates. Further, the Bureau has now become extensively involved in the handling of both client and state funds. As a result, the need for a Fiscal Accountability Unit with bookkeepers as a center piece becomes more apparent. Money is collected from parolees in each of the field sites in payment of revenue obligations. The same field sites manage the Financial Aid account, disburse inmate wages, account for health service fund expenditures, reimburse staff for expenses and petty cash, and many except reimbursement from parolees for financial aid extended. An accounts manager in the person of a bookkeeper would reduce the margin for error in proper bookkeeping practices.

Data entry operators are also part of the requested Fiscal Accountability Unit but their use could extend beyond fiscal matters. Their primary function might well be to enter required information so that the revenue collection electronic files may be properly used and maintained. However, they would also be used for a variety of other computer terminal activities, including the entries of parolee movement into the OBCIS system as they occurred. Other programs available to the district upon adequate staffing includes DMV lookups, CCH, NCIC/SCIC, tele-type activities, and activation of the electronic revenue files.

Present staffing patterns in the Office of Interstate Services should be expanded to meet increased demands. Many New Jersey sentenced inmates are presently serving time in other states prior to return to commence service of sentence here. Certain case monitoring is essential. Each inmate paroled from a N.J. institution to another state leaves with a revenue obligation which requires certain efforts toward collection. A more elaborate involvement in the corrections compact might be to the state's advantage. Assuring backups in times of absence and during periods of peak work flow in this unit is essential.

Because the Parole Board no longer has any obligation regarding revenue collection in those cases whose time portion of sentences has expired, Bureau personnel is involved in time-consuming activities as they seek leverage from the courts, through the Office of the Attorney General to enforce payment. With Parole Board use of extended maximums via loss of commutation time, for various violations of the parole contracts, caseloads may become heavier as does the record keeping attendant to changes in maximum expiration dates.

An increase in the staff of Volunteers in Parole Program is of particular significance since the Bureau now has responsibility for the very youngest of the state's paroled offenders. Recruiting and training volunteers from a wide range of backgrounds would provide a bank of resource persons who could assist whenever parolees' emotional or physical needs require intervention without sanction. Enthusiasm on the part of volunteer candidates is essential, but not enough; adequate training is vital if misdirection and exploitation are to be avoided.

A full time training unit is necessary to the professional growth of employees. New duties, new programs, changes in the pertinent statutes, and administrative codes refinements have exposed staff to a variety of procedural changes which demand specific training if response is to be adequate. The training unit would carry the additional duty of evaluating recruitment and assessment techniques. Professional growth of the Bureau's almost four hundred employees can no longer be assured by pressing line staff into the additional duties of attempting to keep colleagues conversant with law enforcement, legal and correctional state-of-the-art.

Special conditions mandating community service on the part of parolees have been imposed on both county and state cases. The program was originally directed toward county cases but its use with them has been diminished. Instead, selected state cases have carried such conditions. Lack of proper insurance coverage continues to hamper efforts in the proper placement of parolees.

The matter of legislation to revise existing statute in order to restore authority lost as a result of the Parole Act of 1979 continues as a priority. The fact that parole officers can no longer take custody of parolees or initiate revocation proceedings despite an admission of guilt to a new offense or an arrest occurring under circumstances lending prima facie guilt to a new offense has seriously thwarted the Bureau's goal of community protection. Recent efforts have begun to attempt to have some of the lost authority restored through appropriate legislation.

MAJOR UNITS

Central Office

The Central Office is the Administrative Unit of the Bureau of Parole. It is staffed by the Chief, two assistant chiefs, three supervising parole officers and the coordinators of such specialty programs as Revenue Collection, Volunteers in Parole, Furlough/Work Release Informations Systems and federally funded projects. Policy, personnel and certain budgetary matters are also managed from this office. Central Office staff makes visits to field sites in order to remain conversant with and assist in the resolving operational problems.

Office of Interstate Services

The Office of Interstate Services is an operations unit within the Central Office of the Bureau of Parole. It is charged with assuring that the movements of offenders across state lines is in accordance with various interstate compacts and agreements. It is staffed by the supervising interstate specialist with professional and clerical support. It monitors and coordinates activities between New Jersey and various other states paroling authorities, supervision agencies, the clientele, and the larger criminal justice system.

District Offices (12)

District offices are strategically located in the areas of heaviest population concentration for particular catchment zones. Each office has a supervisor, his/her assistant, and various field staff and their clerical support. From these offices come the activities attendant to the supervision of a daily average of some 15,000 parolees from New Jersey penal and correctional institutions and certain county jail cases, training

schools and from out of state institution who reside in New Jersey while completing a parole obligation. Services are also provided to prisoners released at expiration of their maximum sentence. District staff also complete all those field functions attendant to Departmental Furlough, Work-Study Release and Juvenile Home Visit Programs. Revenue payments by parolees are received and processed in the district offices.

Institutional Parole Program

The institutional parole office staff, housed in the ten major New Jersey institutions, services all penal and correctional institutions, and the training schools at Jamesburg and Skillman. Staff members conduct personal interviews with inmates to resolve problems, assist in preparation of pre-parole plans and provide detailed pre-release instructions and counselling. Parole staff members have an additional assignment, that of providing services to certain county correctional institutions and to various community release/residential centers.

Parole Resource Office and Orientation Facility (PROOF)

Operated solely by the Bureau of Parole and located in a public housing project in Jersey City, PROOF provides a necessary service as a community based facility which supplies total support to parolees who are experiencing adjustment difficulties. For the recent institutional releasee, PROOF can provide a transitional phase back into the community. As an alternative to incarceration for those who have become involved in community problems with which they cannot adequately cope, an opportunity is offered the parolee to reside at PROOF, and participate in a program of social diagnosis and treatment on a 24 hours a day, 365 days a year basis.

HIGHLIGHTS

District Office No. 12, Paterson became a fully functional operating unit early in the fiscal year. Bureau expansion had begun in the previous year, increasing the number of district offices from nine to twelve. As a result of the operations of District Office No. 12 the total caseloads of District Office Nos. 1 and 4 were dramatically reduced. The present Bureau configuration finalizes managements planned realignment, the implementation of which began in mid-1984 when additional funding became available for expansion.

District Office No. 13 continues to be a top priority matter with Bureau management. Over 3,000 cases are presently supervised in Essex County by District Offices Nos. 2 and 9 which did not benefit from realignment. Activities with county cases has always run high and the overall caseload in the area can be predicted to increase over the next several years. A new state prison is under construction in Newark and a third district office in the county is seen as essential in order to maintain district office responsibility at a manageable level. Funding for startup operations of such a district has been sought at several different times in a variety of ways. The latest is a budget proposal which maintains a high priority for Fiscal 1988.

A Financial Aid Program has completed its first full year of operation. It has combined the former Gate Money and Mini-Grant Programs into one, liberalized grant amounts and circumstances under which grants can be made, and placed the entire program administration under the jurisdiction of Bureau supervisors. Guidelines in the form of operating procedures

conforming to Departmental Standards have been promulgated and distributed. Over \$150,000 in grants were made to parolees and max cases by Parole staff upon demonstration of need during the first year of operation.

Federal funding through the State Law Enforcement Planning Agency became available to the Bureau for two separate programs. The first involves a program of supervision of juvenile parolees which begins while the client is incarcerated. Various community resources are marshalled into a network of helping agencies to assist the parolee in his overall community adjustment efforts. The parole officer assigned a caseload of only twenty (20) juveniles is instrumental in making the proper referrals and maintaining close supervision. This program is presently operational in Somerset, Mercer, Middlesex, Hudson and Essex Counties.

The second program involves Intensive Supervision and Surveillance. The program enables twelve parole officers to closely supervise caseloads of twenty. In responding to the prison overcrowding, efforts have been made to assure that inmates who should not be incarcerated are released. The State Parole Board previously identified a considerable number of inmates who should not be incarcerated if an appropriate program existed in the community which could provide additional support services. Early release on parole was rejected as an alternative so as not to undermine the punitive aspects of court imposed sentences. The ISSP interjects into the parole process an additional element of risk control for a specific population that, otherwise, would have been paroled without the benefit of close supervision.

Concentrated efforts began in preparation for the Bureau's Reaccreditation Audit. Concomitantly, the Bureau's Administrative Manual has undergone revision and update. Now completely computerized, revisions are more easily made. Update material is forwarded to the districts for their guidance and also for use in documenting Bureau compliance to Accreditation Standards. The supervising parole officer in charge of reaccreditation efforts and manual revisions has begun to visit the various district offices to assure that the required material is being maintained in the approved manner. The tentative date for the auditors arrival to inspect Bureau records has not been learned.

Former Commissioner Ann Klein passed away during the year. Ms. Klein was the commissioner of the then Department of Institutions and Agencies during the period when Bureau of Parole caseloads were intergrated. Prior to that time, female officers supervised caseloads of female parolees and male officers supervised caseloads comprised of males only. Ms. Klein was also commissioner at the time that the Department of Institutions and Agencies was split. She continued as the commissioner of Human Services while one of her staff was appointed as the first commissioner of the Department of Corrections.

During the course of the year, Bureau management had the opportunity to meet with Governors Counsel. Initial discussions centered around the need for additional staff for the Bureau's computerized programs. During the course of the meeting, Bureau's activities limited by the Parole Act of 1979 became the subject of intense conversation. Counsel seemed genuinely surprised and concerned of the Bureau's inability to act in the face of a parolees admission of guilt to a new offense and/or when prima facie evidence points directly to a parolees involvement in a new activity. Other areas discussed included loss of arrest authority by Parole staff and the lack of warrant authority within the Department of Corrections to

contain parolees unless so designated by the Chairman of the State Parole Board. Other aspects were also reviewed including designated representatives, Mutual Agreement Programs, and exemplary progress.

As the year progressed, the loss of the Bureau's arrest authority and the inability to initiate the Revocation Process in certain matters created frustration. Bureau management observed the difficulties encountered by a murder/rape victim's family in understanding that the commission of these offenses by a parolee, no matter how damning the circumstances surrounding the arrest may be, are not violations of parole and may not be considered in initiating the Revocation Process unless requested by the county prosecutor. As the year drew to a close, Legislation was pending which would restore not only the arrest authority to Parole staff but would also return to the Bureau its own warrant. The proposed Legislation, as modified, addresses the other essential issues which would allow the removal of dangerous parolees from the community who admit guilt to new offenses or who are arrested under circumstances lending prima facie evidence to their involvement.

A dramatic change transpired concerning the imposition of special conditions concerning parolee involvement in community service. Between August and December of 1985, the number of such special conditions placed upon county releasees dwindled from almost 100% down to a handful at the same time imposition of community service obligations began to be imposed on selected state cases. In those cases, the parolee was to find his own community service placement, acceptable to his parole officer and forward verification of the hours worked to the Board through the Office of the District Supervisor. Experience with this condition proved that the types of offenses committed by the involved parolees had created widespread publicity which precluded them from most forms of such volunteer work. Further, the matter of necessary insurance coverage has never been resolved.

The Bureau was shocked and saddened in April to learn of the demise of District Parole Supervisor Francis Costino. Mr. Costino had been a Bureau employee for over 30 years, had served as parole officer in District Office No. 7 and Institutional parole officer at the Youth Correctional Institution in Bordentown. At various times had held district parole supervisor positions in District Office No. 6, 8 and finally 7. Mr. Costino was 61 years old.

The Bureau was proud to announce that two of its employees were winners of the Annual Departmental Merit Awards for Outstanding Service. Senior Parole Officer Caesar Ferraro, District Office No. 5 won the Bureau award for an accomplishment in his field work with the Bureau. Administrative Assistant Josephine McGrath won the Departmental Central Office award for her achievement through the years in the Office of the Chief and, before that, in the Institutional Parole Office at the Youth Correctional Institution in Bordentown. Both were honored at the Departments Annual Award Luncheon held in June at the Italian-American Sportsman's Club in Trenton. The awards were presented before a gathering of representatives of all Departmental units.

DEVELOPMENTS

In a decision which had significant impact on the Bureau of Parole, the U.S. Supreme Court ruled in the matter of Carchman vs. Nash that the Interstate Agreement on Detainers does not apply to detainers based on a

charge of Probation violation. In so ruling, the court indicated that this Interstate Agreement did not apply to charges based on Parole violation either. This ruling reversed the decision of the Third Circuit Court of Appeals that the IAD applied to a detainer based on a charge of Probation violation. In view of the Supreme Court's ruling, Departmental Standards and existing procedures for processing Parole violation detainees did not have to be altered. Had the court ruled otherwise, the detainees would have had to be cleared within 180 days.

Modifications to the Interagency Affiliation Agreement continued during the year and a revised reporting format was developed and distributed to field staff for their use in notifying DYFS of the parole and movement of child abusers. Although the Bureau had been involved in such efforts over the past several years, an agreement was promulgated and formalized by the signatures of the commissioners of the Department of Corrections and Human Services and the State Parole Board Chairman. Parole staff must be alert to the movement of child abusers and if necessary act appropriately to afford protection to potential victims.

One reason for increasing casecounts is the Bureau's interest in a growing number of cases beyond expiration of time portion of maximum sentence as a result of matters involving revenue collection. In data compiled and analyzed during the second half of the year, over 1,000 such cases appear to be maintained on the Bureau's count, many of which are delinquent in their payments. Efforts to expedite collection through counselling, Board action or Attorney General referral has proven fruitless in many cases. Yet staff time and effort must be expended if the assessment is part of the court imposed sentence for which these cases have come under Departmental custody for which the Bureau has been charged as the Departmental revenue collector both by law and as the Departmental designee. Perhaps changes in statute might be the only reasonable means of diminishing the Bureau's problems in this program.

The Office of the Attorney General agreed to expand their involvement in revenue collection efforts on those cases reaching their maximum and who have become delinquent in revenue payments. They have waived the \$250 minimum on the unpaid balance which they had previously imposed. They have also agreed to pursue collections in matters of restitution and to pursue action against those New Jersey max cases who have taken up residence out of state. The operating units must take precipitating action in order to involve the Office of Attorney General. The means of doing so has been appropriately distributed.

A revised NCIC/SCIC validation procedure was implemented by the State Police during the past year. Present procedures required a month by month verification of validations of Bureau activities with the system rather than a semi-annual check of all entries involving the Bureau's ORI. The activity has put additional pressure on the Bureau's Statistical Unit which is now under a monthly deadline to solicit assurances from all Bureau contributors that the activities they have requested is that which appears in the printout generated by the system.

During the year, the Appellate Court upheld the Bureau's action in the case of Anthony Russo where certain procedure deficiencies arose. The court ruled that Bureau staff acted without prejudice and that the deficiencies were not such as to negate the essence of the parole violation or proceedings. In a related matter, the Departmental Assistant for Legal Affairs has advised that in matters of Probable Cause Hearings, a waiver is

not to be interpreted as an admission of guilt but only that it permits a bypass of that procedure. However, the parolee may be detained pending Final Revocation Action for those traditional reasons used by the hearing officer; that is the parolee's relative danger to the community and consideration of the probability of his appearance at the Final Revocation Hearing. No inferences of guilt are to be made by the hearing officer who should simply refer the violations to the Board for Final Revocation Action.

Bureau staff were requested to respond to a questionnaire concerning the impact of various factors on the state salary structure. New Jersey had contracted with the Hay Management Consultants-Hubbard and Revo-Cohen to survey selected state employees in order to determine what factors might be the most significant in developing salary ranges. Matters involving decision making, working conditions and background are only some of the areas of opinion which they solicited.

Data tallied in early January revealed that 3,016 cases were paroled as a result of county jail sentences during Calendar Year 1985 and of that total 1,634 of them were mandated by Board special conditions to be placed on intensive supervision. As of March 1, 1986, 1,335 county cases were under supervision of the Bureau, 125 of them were female. A sampling of such cases paroled during that month revealed that approximately 80% of them were paroled with a special condition requiring intensive supervision. Further research during the same period of time revealed that 4,655 of the 14,407 parolees resident in New Jersey at the time were under intense supervision.

In response to a Central Office inquiry concerning Bureau workload, each of the district supervisors responded to the effect that sufficient staff is not available to effectively meet responsibilities. Meeting the mandate of intensive supervision, increased numbers of parolees and the enormous amount of special conditions have been cited as exacerbating factors. Equipment shortages in the form of an inadequate number of automobiles was also mentioned as a significant problem. Additional tasks including the IPO work, involvement in county releases along with travelling the length and breadth of the state to attend various hearings has also lessened the time available for parole supervision. Increasing numbers of cases to supervise, revenue collection and diminishing community resources in view of the lessening of federal funds were also cited as contributing factors to the increase of the workload of the field units. Caseloads which had fallen from 84 to 70 as a result of additional funding in 1985 are on the rise again and although they now average 74 in many instances the counts are higher as staff contends with vacancies, turn over and similar problems.

As the year drew to a close, the Legislature was considering a bill which will allow the courts to assess reparations as part of sentencing. Should the bill pass and be implemented, the Bureau will be required to collect this fourth type of revenue obligation. Meanwhile, efforts continue by other divisions to initiate implementation of recently passed Legislation which requires the monthly withholding of a percentage of inmate accounts to be used to amortize revenue obligations. Such a system would amortize the majority of smaller obligations prior to release. Pending Legislation would allow for a 10% surcharge to be assessed and be used by the Bureau in offsetting administrative costs of collection.

PERSONNEL

As of June 30, 1986, the total compliment of 403 staff members were distributed as follows:

Chief	1
Assistant Chiefs	2
Supervising Interstate Specialist	1
Supervising Parole Officers	3
District Parole Supervisor-Central Office	1
Supervisor of Volunteers (Sr. P.O.)	1
Revenue Coordinator (Sr. P.O.)	1
Inst. Parole Officer-Central Office (Sr. P.O.)	1
Statistics and Research (Sr. P.O.)	1
Interstate Specialist I	2
Interstate Specialist II	2
Supervising Interstate Escort Officer	1
Senior Interstate Escort Officer	1
District Parole Supervisor	12
Assistant District Parole Supervisor	15
Senior Parole Officer (Field)	57
Project Specialist (I.S.S.P)	1
Senior Parole Officer (Institution)	14
Residential Parole Supervisor (PROOF)	1
Residential Parole Officer (PROOF)	7
Parole Officer	167
Administrative Assistant	1
Clerical	<u>110</u>
TOTAL	403

An additional Hispanic parole officer position has been assigned to District Office No. 4 at the request of the district supervisor. This position replaced a regular parole officer position previously assigned to that district.

District Office No. 5's District Parole Supervisor Joseph Bilanin continued on extended medical leave during the last quarter of the fiscal year.

The first female residential parole officer was appointed to the staff of PROOF and continues to serve in that capacity.

The Department of Civil Service tested for Bureau positions of senior parole officer, district parole supervisor and interstate specialists I and II during the course of the year. As the year drew to a close, the Bureau continued to await testing for positions of Hispanic parole officer, assistant district parole supervisor and supervising parole officer.

The Bureau was able to create an additional special services clerical position for use in the Central Office during the course of the year and its special service professional aid position was filled temporarily on one or two occasions.

Senior Clerk Transcriber Elizabeth Julian, District Office No. 2 retired during the year.

CASELOAD

As of June 30, 1986, a total of 15,344 cases were reported under the supervision of the Bureau of Parole by its various components. This represented a total increase of 994 cases during the course of the fiscal year. District caseloads as of June 30, 1986 were as follows:

DO #1 - 1319	DO #8 - 923
DO #2 - 1839	DO #9 - 1324
DO #3 - 1038	DO #10 - 776
DO #4 - 1203	DO #11 - 966
DO #5 - 955	DO #12 - 1617
DO #6 - 1268	*OIS - 820
DO #7 - 1296	

Bureau Total - 15,344

*The Office of Interstate Services (OIS) caseload, as reported above, are those New Jersey cases being supervised by out of state jurisdictions and certain max cases residing out of state who have yet to fully amortize their revenue obligations.

Total Bureau casecount of 15,344 included 765 females under supervision in New Jersey.

DISCHARGE PRIOR TO EXPIRATION OF MAXIMUM

Grants of Discharge from parole are extended by the Parole Board upon the recommendation of the Bureau.

The following figures represent the actions taken during the fiscal year by the paroling authority on Bureau's recommendations:

Type of Commitment	Granted	Denied	Administrative Termination	Total
Prison	57	4	0	61
Young Adult	33	5	3	41
Juvenile	5	0	1	6
Total	95	9	4	108

PROBABLE CAUSE HEARINGS

This hearing originally mandated by the Supreme Court Morrissey vs. Brewer Decision and now incorporated into New Jersey statute was initiated under urgent requirements with the assignment of supervising parole officers (highest level under Chief and Assistant Chief) to formulate operating procedures, establish policy and to conduct the hearings. Having accomplished these goals, in January, 1978, a Probable Cause Hearing Unit composed of four senior parole officers was established. Under the supervision of a supervising parole officer, the senior parole officers were responsible for conducting all Probable Cause Hearings throughout the state.

As of September, 1979, due to vehicle and budgetary restraints, the Probable Cause Hearing Unit was disbanded and the hearings were held by the administrative senior assigned to each district.

In order to comply with statutory obligations, the following tabulation of Probable Cause Hearings and Decisions was compiled in Fiscal 1985:

a. Hearing requested and hearing held	1136
b. Hearing waived and hearing held	136
c. No response from parolee and hearing held	926
d. Hearing waived and no hearing held	483
e. Probable Cause found and formal revocation hearing to follow	2422
f. Continuation of parole recommended although valid violations determined	223
g. Continuation on parole - no valid violations determined	25
h. Other	<u>11</u>
Total Hearing Schedule (columns a+b+c+d)	2681
Probable Cause found and revocation hearing to follow	2422 (90.3%)

DISTRICT PAROLE SUPERVISOR'S DECISION

<u>DO#</u>	<u>Authorization to Continue on Parole</u>	<u>*Continue on Bail</u>
1	137	346
2	183	218
3	282	226
4	297	357
5	108	149
6	91	230
7	191	241
8	53	217
9	76	108
10	90	179
11	147	208
<u>12</u>	<u>149</u>	<u>381</u>
Totals	1804	2860

*Prosecutors did not request probable cause action on those offenses which were indictable in nature. Bureau currently lacks authority to act regardless of circumstances surrounding the offense.

RATIO OF FIELD TO OFFICE TIME

The following chart indicates the hours and percentage of officer's time spent in the office as compared to the field in Fiscal 1985.

<u>Month/Year</u>	<u>Office</u>	<u>Field</u>	<u>Total</u>
July 1985	10,652	9,720	20,372
August	12,203	11,111.5	23,314.5
September	11,252	10,347	21,599
October	12,741	12,601.5	25,342.5
November	9,760	9,394	19,154
December	11,203.5	2,687.5	13,891
January 1986	13,295.5	11,332.5	24,628
February	11,249	9,531.5	20,780.5
March	12,401	10,843.5	23,244.5
April	13,450.5	11,959.5	25,410
May	11,743	11,704	23,447
June	<u>11,778.5</u>	<u>10,438</u>	<u>22,216.5</u>
Totals	141,729	121,670.5	263,399.5
Percent	53.8%	46.2%	100%

TREATMENT

As of June 30, 1986, the New Jersey Rehabilitation Commission indicated that it was servicing a total parole caseload in Newark of 82 cases of which 55 were on active status and 27 referred status. Although, at one time, specialized rehabilitation caseload covered the entire Essex County, funding cutbacks reduced service to only the city of Newark.

NIGHT VISITS

DO #1 - Staff made total of 929 contacts after normal working hours.
DO #2 - Staff made total of 346 contacts after normal working hours.
DO #3 - Staff made total of 217 contacts after normal working hours.
DO #4 - Staff made total of 73 contacts after normal working hours.
DO #5 - Staff made total of 60 contacts after normal working hours.
DO #6 - Staff made total of 182 contacts after normal working hours.
DO #7 - Staff made total of 361 contacts after normal working hours.
DO #8 - Staff made total of 220 contacts after normal working hours.
DO #9 - Staff made total of 151 contacts after normal working hours.
DO #10 - Staff made total of 185 contacts after normal working hours.
DO #11 - Staff made total of 117 contacts after normal working hours.
DO #12 - Staff made total of 631 contacts after normal working hours.

Bureau staff made a grand total of 3,472 contacts after normal working hours.

CASEBOOK REVIEWS

Casebook reviews are considered a management tool of the district supervisor in that it permits a check of actual recorded contacts on each case assigned against the recorded activities of any specific day. Ideally, a spot-check by a supervisor of contacts recorded against a return visit to the contactee in the community would confirm the entries in the casebook. The check should be completed by a member of the supervisory staff together with the parole officer who made the entries.

During the year, 294 reviews were completed, resulting in 29 (9.9%) unsatisfactory ratings. An unsatisfactory rating is to be followed by a 30 day period during which the opportunity will be provided to remedy the

deficiencies with the ultimate resolution of termination of employment if the deficiencies are not corrected.

JOB TRAINING AND PARTNERSHIP ACT

C.E.T.A.'s phaseout has been followed by the implementation of the Job Training Partnership Act. Throughout the fiscal year, 1385 parolees were referred, accepted, or otherwise involved with the various agencies administering this program.

FURLOUGH/HOME VISIT/WORK/STUDY PROGRAM

Much of the credit for the continued success of the pre-parole temporary community release programs can be claimed by the Bureau of Parole, as the district offices maintain their role in the investigation and monitoring of adult furlough and juvenile home visit sites, initial investigation of employment sites for institutional work release programs as well as the work/study sites of inmates at "halfway houses" and sustaining liaison/contact with the appropriate police departments affected by these programs. The Bureau's contributions include: insuring uniformity and consistency in operating procedures, notifying law enforcement authorities, and providing feedback to Institutional Classification Committees.

Volume of activity in the Furlough Program was at approximately the same level during the past year as compared to Fiscal '85. In the most vital aspect, the initial investigation of furlough destinations increased over last year, with a total of 1873 completed contacts at the home and with appropriate police departments; 197 of these investigations were rejected during Fiscal 86. A total of 1888 follow-up investigations at furlough address or at local police departments increased over Fiscal 85 totals.

Workload in connection with the Juvenile Home Visit Program remained the same during Fiscal 86. Of the 134 initial investigations completed for the home visit destinations, 11 were disapproved. Also, there were 230 followup contacts reported during Fiscal 1986.

All of the above activity in both the Adult Furlough Program and the Juvenile Home Visit Program during 1985-1986 required driving 40,635 miles and spending 5,590 work hours. This represents an increase in both mileage and work hours for this reporting period.

The program which continued to demand greater time and effort from the district offices was the Work/Study Release Program. Improvement in the state's economy, expansion of institutional work release programs, and more complete compliance with Standards by the contract halfway houses, all combined to increase the number of work release site investigations which were sent to the district coordinators. With all of the districts involved to some degree: 592 initial investigations were completed, an increase over Fiscal '85; 105 of the work sites were found to be defective; 9086 miles were driven and 2069 hours were expended to accomplish the work. As was noted in the last annual report, current program Standards do not provide for ongoing monitoring of work/study releases from either institutions or the halfway houses except by special request. No such requests were received during the past year and, therefore, no monitoring was performed by the district offices.

All indications continue to point to increased volume of activity for the Bureau in connection with these programs. In fact, some reporting figures

for the past year (as in the case of the Furlough Program) would have shown greater increases if it had not been for an unusual amount of "carry-over" of pending investigations, received late in June and remaining to be completed.

As the number of State institutions and the inmate population increases, the number of furloughs and required investigations will likely increase, simply on the basis of a comparable increase in the number of eligible inmates. Standards for home visits from the juvenile community release centers and the Training School at Skillman are scheduled to go into effect during the early part of the new fiscal year and will most certainly involve three or four times the amount of time and effort currently expended on the juvenile programs by the district offices. Placements in the halfway houses are scheduled to increase, requiring additional furlough and work/study site investigations. Providing the privilege of work release for state sentenced inmates, housed in county facilities, remains a possibility; enlarging the scope of the program in this way would require additional initial investigations and could very well add the responsibility of ongoing monitoring in those counties having work release programs.

In the pre-parole Community Release Programs, as in other areas of the Bureau activity, the workload constantly becomes greater.

INSTITUTIONAL PAROLE PROGRAM

Institutional Parole Offices located at the following institutions provide necessary services between the institution and field staff to affect a smooth, scientific re-entry into the community by over 3,900 parolees during the past calendar year. Other services not included in the statistics listed below have overtaxed the current staff members and a need for expansion in personnel in some offices is evident, as is the need for a unit to service county facilities and pre-release centers.

Through September, 1983, the prison institutional complex was administered by a centralized unit with sub-offices at some of the facilities. As of October 1, all major prisons housed institutional parole offices which also serviced their satellites.

	<u>Released On Parole</u>	<u>Pre-Parole Interviews</u>	<u>Parole Classes</u>	<u>Orientation Classes</u>	<u>Inmate Requested</u>
TSP	226	966	104	43	1369
RSP	337	638	174	27	334
MSCF	150	488	96	47	258
LSP	587	1411	179		640
RFSP	49	324	29	34	463
SSCF	288	709	295	65	871
CIW	234	618	194		1594
YRCC	504	1015	158	47	905
YCIB	308	940	178	48	444
YCIA	778	1435	140	17	1160
TSB/J	319	748	148	3	334
TSSK	122	496	83		1
Totals	<u>3902</u>	<u>9788</u>	<u>1778</u>	<u>331</u>	<u>8373</u>

In addition, the districts report the following I.P.O. activities in various county and community release facilities:

	<u>Preparole Interviews</u>	<u>Parole Classes</u>	<u>Parole Releases</u>
DO #1	554	395	396
DO #2	849	570	570
DO #3	174	38	37
DO #4	954	505	505
DO #5	140	108	108
DO #6	1130	608	608
DO #7	294	403	403
DO #8	487	379	379
DO #9	164	183	182
DO #10	533	283	330
DO #11	462	298	278
DO #12	627	404	412
Totals	<u>6368</u>	<u>4174</u>	<u>4208</u>

PAROLE ADVISORY COMMITTEE

The original Parole Advisory Committee was conceptualized and implemented in the early months of 1977. It was composed of representatives of every operating component in the Bureau and drew its participants from all levels of staff. It was a forum of problem presentation and resolution. As other means of dealing with issues became available to staff, meetings were held less frequently.

Recently, the Assistant Commissioner has modified the concept and changed the name to Parole Advisory Council. He has selected staff membership from the ranks other than Bureau management and has conducted periodic meetings.

TEAM SUPERVISION

Team membership does not lessen a parole officer's individual caseload responsibilities. It does make his particular expertise - and that of other team members - available to the aggregate caseload. The caseload is comprised of service and hard-to-manage categories of parole supervision: no routine involvement of orientation cases. As of June 30, 1986, the districts reported the following team involvement:

- DO #1 - One team of four officers; one team of five, one team of six.
- DO #2 - One team of three; four teams of five each.
- DO #3 - One team of four officers; two teams of six each.
- DO #4 - Three teams of five each.
- DO #5 - One team of four; two teams of five.
- DO #6 - One team of eight; one of six.
- DO #7 - Two teams of five; one team of six.
- DO #8 - One team of four.
- DO #9 - Two teams of six each, one team of five
- DO #10 - One team of seven; one team of five.
- DO #11 - Two teams of seven.
- DO #12 - Two teams of five; one team of four.

It should be noted that the number, size and makeup of teams varies not only from district to district, but within each district from time to time depending upon availability of staff. In addition to the team structure

cited above, each district also maintains individual caseloads for one-on-one supervision.

Further, classification teams comprised of the assistant district parole supervisor and senior parole officers, continue to meet periodically in each district office. They make decisions/recommendations regarding such casework matters as caseload assignment, status assignments, changes, degree of supervision, VIPP matchups, discharge consideration, and like matters.

PAROLEE EARNINGS (Calendar 1985)

During Calendar Year 1985, 16,763 parolees were under supervision and those employed earned \$51,879,900, an increase of \$4,947,608 over earnings for Calendar Year 1984.

Forty-nine percent (8313) of those under supervision during the year were classified as employed (worked all or part of the period under supervision, which period of supervision could be from one day to the full year) and twenty-nine percent (4817) were unemployed throughout their entire period of supervision, although employable. The other twenty-two percent (3,633) were classified and unemployable by reason of being missing, or in custody for the entire period of supervision during the year, or attending school, being engaged in homemaking, or being incapacitated.

TRAINING

- A. Orientation: In addition to the Bureau-wide orientation provided periodically to a gathering of professional employees, each field officer hired is given a 30 day on the job training in the district office. Prior to assuming a caseload, each officer is given an orientation to office procedure and systems and is familiarized with the Administrative Manual. He is then required to accompany experienced staff into the field for introduction to other agencies and district caseload. His observation of the field officers daily activities is followed by his performance under the critical scrutiny of veteran personnel. Caseload assumption does not transpire until after a full 30 days of intensified training.

Similar on the job training is also provided for those senior parole officers who assume the duties of a Probable Cause Hearing Officer. They too observe hearings being conducted by more experienced officers and then are under the critical scrutiny in the performance of their new responsibilities until they feel comfortable in acting independently. Necessary reference material is also provided for their ongoing use.

- B. In-Service Training: Training is held on a district office level usually at staff meetings where various concepts, procedures and agencies are introduced to staff. Bureau policy is reviewed at each district staff meeting when a portion of the Administrative Manual is read and discussed. Further, policy emanating at the managerial level is presented to staff at these forums. Finally, significant personnel from various community agencies with whom the district works directly are invited to the staff meetings to make presentations and answer staff questions.

- C. Other Training Activities: District staff provided orientation to field services atleast monthly, usually more frequently to correction officers attending formal training at the Academy.

The Bureau provided one-day orientation to programs and administrators to newly hired staff.

Selected members of the Bureau's supervisory staff continued participation in a course of Certified Public Management while other staff members began the course. It is sponsored by the Department of Civil Service in conjunction with Rutgers University.

The Bureau's supervisory staff was addressed by staff of the Bureau of Personnel on disciplinary matters and changes in the Performance Appraisal System.

Selected personnel attended the annual conference of the Middle Atlantic States Correctional Association, the New Jersey Volunteers in Courts and Corrections, The American Probation and Parole Association, and the Criminal Dispositions Conference.

A Civil Service course in Defensive Driving was attended by several staff that was so required.

Interested secretarial staff completed a Mercer County Community College course entitled Introduction to the Criminal Justice System.

Bureau staff began to participate in the Governor's mandated training in Affirmative Action. Some were trained as trainers for the course.

Interested Central Office clerical staff attended a training course in the use of personal computers entitled Bits and Bytes.

Thirty memebers of the Bureau staff attended the Annual Conference of the New Jersey Chapter of the ACA.

Interested clerical staff participated in Mercer County Community College sponsored course entitled Criminal Justice II.

Selected staff attended a seminar on Management of Deviant Behavior.

Interested staff attended a Stress Management Workshop offered at COTA while others attended a seminar on the impact of child abuse.

Interested Bureau members availed themselves of an AIDS Update presented by the Departmental Medical staff.

Selected personnel attended a Child Abuse Training Workshop presented by the American Parole and Probation Association.

COTA sponsored workshops attended by various staff members included Management of Violent Behavior and Victims of Cultural Misunderstanding.

Bureau staff took advantage of a presentation about Colorectal Cancer which was developed through the efforts of the Departmental LIFE Committee.

Interested staff attended a lecture entitled Social Work Within the Institution. Others attended a presentation on Race and Inter-Personal Relationships while still others participated in a week long course in Current Issues in Alcoholism.

Selected staff attended a lecture entitled Suicide Amongst Teenagers. Officers assigned to the Bureau's federally funded Juvenile Program were given an orientation to the Juvenile institutions and provided with various specialty training.

A Bureau-wide conference was held for professional staff. After opening remarks by the assistant commissioner, Dr. William Friehl, Associated with the Sam Houston University, addressed the assembly concerning his concepts of problem, perspective and resolution.

REVENUE PROGRAM

Revenue collection by the Bureau of Parole is authorized by several statutes including laws resultant from former Assembly Bills 3093 and 3648. The Bureau's involvement in revenue collection is in the following three areas:

Penalty - a court imposed assessment ranging from \$30 (\$15 on juvenile commitments) to \$10,000 collected and forwarded to the State Department of Treasury for deposit in a separate account available to the Violent Crimes Compensation Board. Penalty payments have first priority and all payments apply entirely to the penalty balance until paid off completely.

Restitution - in addition to penalty or penalties and/or fines, the court may award crime victims financial restitution for losses suffered. The State Parole Board may also require that the parolee make full or partial restitution, the amount of which is set by the sentencing court upon request of the Board. Restitution has second priority in that a penalty assessment must be paid in full before any payment is made for restitution, and restitution payments must be paid in full before any payment is made for a fine assessment.

Fine - in addition to penalty or penalties and/or restitution, the court may impose a fine as partial punishment upon conviction of a criminal act. Fines collected are deposited to the Anticipated Revenue Account of the Administrative Office of the Courts. Fines, having the third priority, are the last balances to be paid off when the parolee is obligated to make penalty and/or restitution payments in addition to fine payments.

Fiscal 1986 was marked by the Bureau collecting the highest single year amount in its six year history of collections. The Bureau collected \$425,615.23 for the year. This is a 22% increase over last year. This accounts for a 29% increase in its six year total, which is now \$1,514,628.60.

The accounts receivable dramatically increased by \$3,274,646.45, a 40% increase over last year. The current recorded accounts receivable is \$8,139,692.60. Noted, a large portion of inmate debt is unrecorded, due to manpower deficiencies.

Central Office revenue operations made gains over last year. In fiscal 1986, Central Office increased collections over last year by \$14,510.35, a 14% increase. Total collection for the year was \$106,956.76, 25% of the total collected by the Bureau.

Over the past six years, the Central Office Revenue Section collected 26% of the money collected by the Bureau, and performed 20% of all the bookkeeping activity for the Bureau.

Also the clerical operation continued to process all parole certificates for state prisoners in order to account for debt accuracy and provide quality control for the system. During 1986, the unit processed approximately 5,170 parole certificates.

It should be highlighted that legislation, calling for the mandatory deduction of inmate's earnings for revenue payments, passed in August 1985 is expected to be implemented by the Department at some future date.

Of note is recently formalized policy regarding the handling of delinquent revenue cases who are residing out of state. The Central Office Revenue Unit now has full responsibility for tracking the cases from the onset of their release, collecting from them, identifying delinquencies, finding probable cause in those matters where appropriate in matters of delinquency of payment and referring the cases to the Board for their action. In those instances where the offenders have reached maximum time portion of sentence then those delinquent in payments will be referred to the Office of the State Attorney General for their review and followup.

	<u>FY '85</u>	<u>FY '86</u>	<u>6 Year Total</u>
DO 1			
PENALTY	<u>\$ 13,687.20</u>	<u>\$ 14,235.50</u>	<u>\$ 52,036.20</u>
RESTITUTION	<u>4,056.68</u>	<u>5,685.50</u>	<u>14,613.19</u>
FINE	<u>7,565.00</u>	<u>27,014.00</u>	<u>57,999.00</u>
TOTAL	<u>\$ 25,308.88</u>	<u>\$ 46,935.00</u>	<u>\$ 124,648.39</u>
DO 2			
PENALTY	<u>\$ 12,496.80</u>	<u>\$ 14,018.13</u>	<u>\$ 42,777.13</u>
RESTITUTION	<u>2,023.10</u>	<u>1,539.41</u>	<u>4,486.51</u>
FINE	<u>36,780.00</u>	<u>49,599.00</u>	<u>126,932.75</u>
TOTAL	<u>\$ 51,299.90</u>	<u>\$ 65,156.54</u>	<u>\$ 174,196.39</u>
DO 3			
PENALTY	<u>\$ 14,049.00</u>	<u>\$ 9,669.06</u>	<u>\$ 54,057.02</u>
RESTITUTION	<u>4,612.79</u>	<u>3,378.00</u>	<u>14,761.35</u>
FINE	<u>3,635.00</u>	<u>2,875.00</u>	<u>47,555.30</u>
TOTAL	<u>\$ 22,296.79</u>	<u>\$ 15,922.06</u>	<u>\$ 116,373.67</u>
DO 4			
PENALTY	<u>\$ 9,485.00</u>	<u>\$ 9,226.00</u>	<u>\$ 33,992.50</u>
RESTITUTION	<u>925.00</u>	<u>1,045.00</u>	<u>\$ 2,710.00</u>
FINE	<u>15,790.00</u>	<u>7,928.00</u>	<u>93,688.98</u>
TOTAL	<u>\$ 26,200.00</u>	<u>\$ 18,199.00</u>	<u>\$ 130,391.48</u>
DO 5			
PENALTY	<u>\$ 14,156.60</u>	<u>\$ 12,720.02</u>	<u>\$ 50,068.17</u>
RESTITUTION	<u>5,481.48</u>	<u>6,028.37</u>	<u>14,542.85</u>
FINE	<u>7,831.00</u>	<u>12,255.00</u>	<u>41,119.00</u>
TOTAL	<u>\$ 27,469.08</u>	<u>\$ 31,003.39</u>	<u>\$ 105,730.02</u>
DO 6			
PENALTY	<u>\$ 7,906.50</u>	<u>\$ 5,472.63</u>	<u>\$ 31,712.63</u>
RESTITUTION	<u>2,850.70</u>	<u>4,626.50</u>	<u>11,023.67</u>
FINE	<u>10,156.00</u>	<u>11,525.00</u>	<u>50,390.67</u>
TOTAL	<u>\$ 20,913.20</u>	<u>\$ 21,624.13</u>	<u>\$ 93,126.97</u>

FY '85

FY '86

6 yr Total

DO 7	PENALTY	<u>\$ 10,424.00</u>	<u>\$ 9,670.00</u>	<u>\$ 41,441.50</u>
	RESTITUTION	<u>1,146.65</u>	<u>2,688.17</u>	<u>6,368.48</u>
	FINE	<u>4,433.10</u>	<u>2,926.00</u>	<u>19,513.10</u>
	TOTAL	<u>\$ 16,003.75</u>	<u>\$ 15,284.17</u>	<u>\$ 67,323.08</u>

DO 8	PENALTY	<u>\$ 17,557.37</u>	<u>\$ 14,685.10</u>	<u>\$ 69,421.59</u>
	RESTITUTION	<u>4,540.50</u>	<u>4,262.52</u>	<u>18,016.74</u>
	FINE	<u>6,650.00</u>	<u>5,124.00</u>	<u>90,837.00</u>
	TOTAL	<u>\$ 28,747.87</u>	<u>\$ 24,071.62</u>	<u>\$178,275.33</u>

DO 9	PENALTY	<u>\$ 7,161.50</u>	<u>\$ 8,683.00</u>	<u>\$ 25,198.20</u>
	RESTITUTION	<u>230.00</u>	<u>175.00</u>	<u>405.00</u>
	FINE	<u>5,408.00</u>	<u>2,130.00</u>	<u>18,738.00</u>
	TOTAL	<u>\$ 12,799.50</u>	<u>\$ 10,988.00</u>	<u>\$ 44,341.20</u>

DO 10	PENALTY	<u>\$ 3,418.00</u>	<u>\$ 14,470.85</u>	<u>\$ 17,888.85</u>
	RESTITUTION	<u>565.00</u>	<u>3,3084.04</u>	<u>3,649.04</u>
	FINE	<u>2,389.00</u>	<u>4,920.00</u>	<u>7,309.00</u>
	TOTAL	<u>\$ 6,372.00</u>	<u>\$ 22,474.89</u>	<u>\$ 28,846.89</u>

DO 11	PENALTY	<u>\$ 1,140.00</u>	<u>\$ 15,266.00</u>	<u>\$ 16,406.00</u>
	RESTITUTION	<u>847.00</u>	<u>3,3863.67</u>	<u>4,710.67</u>
	FINE	<u>905.00</u>	<u>3,255.00</u>	<u>4,160.00</u>
	TOTAL	<u>\$ 2,892.00</u>	<u>\$ 22,384.67</u>	<u>\$ 25,276.67</u>

DO 12	PENALTY	<u>\$ 0</u>	<u>\$ 15,137.00</u>	<u>\$ 15,137.00</u>
	RESTITUTION	<u>0</u>	<u>4,390.00</u>	<u>4,390.00</u>
	FINE	<u>0</u>	<u>5,088.00</u>	<u>5,088.00</u>
	TOTAL	<u>\$ 0</u>	<u>\$ 24,615.00</u>	<u>\$ 24,615.00</u>

FY '85

FY '86

6 Year

Total

CO	PENALTY	<u>\$ 66,780.54</u>	<u>\$ 66,720.68</u>	<u>\$ 221,421.62</u>
	RESTITUTION	<u>8,546.10</u>	<u>3,650.39</u>	<u>16,758.40</u>
	FINE	<u>17,119.80</u>	<u>36,585.69</u>	<u>163,303.49</u>
	TOTAL	<u>\$ 92,446.44</u>	<u>\$ 106,956.76</u>	<u>\$ 401,483.51</u>

BUREAU	PENALTY	<u>\$ 178,262.51</u>	<u>\$ 209,973.97</u>	<u>\$ 671,558.41</u>
	RESTITUTION	<u>35,825.00</u>	<u>44,416.57</u>	<u>116,435.90</u>
	FINE	<u>118,661.90</u>	<u>171,224.69</u>	<u>726,634.29</u>
	TOTAL	<u>\$ 332,749.41</u>	<u>\$ 425,615.22</u>	<u>\$1,514,628.60</u>

FY '84 - \$360,478.95

FY '83 - \$200,472.48

FY '82 - \$139,253.03

FY '81 - \$ 56,059.50

PERCENTAGE OF ANNUAL RECEIPTS COLLECTED BY EACH
DISTRICT OFFICE AND DISTRICT'S MONTHLY AVERAGE

<u>DISTRICT OFFICE</u>		<u>MONTHLY AVERAGE</u>
# 1	11%	\$ 3,911.25
# 2	15%	5,429.71
# 3	4%	1,326.83
# 4	4%	1,516.58
# 5	7%	2,583.61
# 6	5%	1,802.01
# 7	4%	1,273.68
# 8	6%	2,005.96
# 9	3%	915.66
#10	5%	1,872.90
#11	5%	1,865.38
#12	6%	2,051.25
CO	25%	8,913.06

BOOKKEEPING ACTIVITY FOR EACH DISTRICT OFFICE
ACCORDING TO THE NUMBER OF JOURNAL PAGES PROCESSED

D.O.	FY '81	FY '82	FY '83	FY '84	FY '85	FY '86	TOTAL
1	8	22	54	75	97	67	323
2	10	20	40	70	85	88	313
3	9	28	34	54	51	37	213
4	10	20	33	53	49	58	223
5	11	21	41	73	80	66	292
6	11	18	37	43	37	40	186
7	10	18	42	56	58	56	240
8	11	24	54	81	72	55	297
9	7	15	21	50	48	62	203
10	0	0	0	0	25	49	74
11	0	0	0	0	22	50	72
12	0	0	0	0	0	88	88
CO	74	20	122	109	164	168	657
TOTAL	161	206	478	664	788	884	3,181

PAROLE RESOURCE OFFICE AND ORIENTATION FACILITY

I. STATEMENT OF PURPOSE

The Parole Resource Office and Orientation Facility (P.R.O.O.F.) is a community based facility operated by the Bureau of Parole, Division of Policy and Planning, Department of Corrections. It is a resource available to the field parole staff of the twelve district offices statewide, which provide supportive services to parolees who are experiencing difficult adjustment problems in the community. It is staffed 24 hours per day, 365 days per year by professional parole officers who are skilled in counselling and community resource development.

A unique aspect of PROOF is its ability to provide emergency housing for up to 15 dislocated male parolees. Newly released parolees, as well as those who have been in the community for extended periods, frequently find themselves unable to maintain themselves in the community as a result of unemployment, collapse of family support, and similar reasons. In such situations of stress the parolee is referred by the field officer to PROOF for intensive supervision and casework services which are designed to assist the resident with his effort to reorganize or reintegrate with the community.

The residential setting permits extensive individual and group counselling; observations and evaluation of social and behavioral problems; designing and planning of a comprehensive community reintegration program which may include employment, medical and financial support services, etc.; and organization and mobilization of community resources through appropriate referrals and follow through. PROOF is non-custodial and is not viewed as an alternative to incarceration but rather as an intervention tool which might, when used, prevent eventual return to an institution.

PROOF maintains a 24 hour per day Hotline Service. All persons released on parole are advised of the number, as are family members and all police agencies. If a problem arises at a time when the district offices are closed, a parole officer can be reached for information, advice and counselling.

PROOF also maintains a complete mirror file of all Bureau issued NCIC-SCIC Wanted Person Notices. Through PROOF, the Bureau of Parole is therefore capable of providing nearly instant confirmation of "hits" on a 24 hour, seven day a week basis. This capability is vital to the Bureau's participation in the NCIC-SCIC information network.

Its 365 day per year operation also enables PROOF to function as a vital link in the institution furlough program. All furloughees are required to notify the district parole office upon arrival at their destination. Many furloughees arrive at their destination after normal business hours or their furlough commences on a weekend when district offices are closed. They call into PROOF in compliance with the regulations of the furlough program.

II. STATISTICAL INFORMATION

A. History

PROOF was opened late in 1969 and admitted its first resident on December 2nd of that year. Sixteen and one half years later, on July 1, 1986, we admitted the 2310th resident.

B. Utilization Rate

From July 1, 1985 to June 30, 1986, there were a total of 5475 resident days available. (15 beds x 365 days). Of this total, 4297 days were utilized. The Average Daily Population was 11.8 residents for an operating average 78%. For the same period last year the facility operated at 66% of capacity with an Average Daily Population of 9.9.

C. Admissions

On 6/30/85 there were eight parolees in residence at PROOF. From 7/1/85 to 6/30/86 there were two hundred twelve (212) admissions. In FY 85 there were one hundred fifty-three (153) admissions. The eight in residence plus the two hundred twelve (212) admitted made a total of two hundred twenty residents serviced during the year.

D. Terminations

During the year, there were two hundred eleven (211) terminations of residency leaving nine (9) parolees in residence as of 6/30/86. The 211 cases spent a total of 4323 days in residence for an Average Length of Stay 20.5 days.

One hundred sixteen (55%) of the terminations were by reasons of relocation in the community. Thirty-two (15%) were AWOL, failed to return and are presumed to have relocated in the community. Seventeen (8%) had been admitted on an emergency basis for the night only and were referred to the district office for further assistance. Nine (4%) entered other residential programs more suited to their needs (drug, alcohol, or hospital). Thirty (14%) were asked to leave for various infractions of house rules ranging from curfew violation to assaulting staff members. Seven (4%) were known to be arrested on new charges in the community.

E. Referrals

We received 325 referrals during the year which resulted in the above noted 212 admissions. The breakdown of admissions according to referring district office and commitment status parole is shown on Table I which is appended to the end of this report. District Office No. 4 provided the most admissions with fifty-eight (27%).

III. CASEWORK

A. One of the major goals of the program is to assist residents in developing self-sufficiency so that they can maintain themselves in the community. For most residents this means obtaining full time employment. To this end, we have employed the services of various community resources such as New Jersey State Employment Services, New Jersey Rehabilitation Commission, U.S. Armed Forces, Newark Services Agency, and Job Bank. Almost all residents are usually successful in obtaining temporary employment on a daily basis through private agencies as Personnel Source, Olsten's, Starbell, Staff Builders and Manpower.

Staff also works to the best of its ability in developing direct employment referrals for the residents. At the time of their termination, one hundred fifteen (55%) residents were employed.

The overwhelming majority of those who left residence without employment stayed at PROOF for only brief lengths of time. About 5% are unemployable and staff assisted these individuals in applying for SSI or welfare benefits as is appropriate.

B. Many of the residents have taken advantage of the education and training programs in the area. Some have continued their education in General Equivalency Diploma programs and at Jersey City State College and at Hudson County Community College. Others have gained occupational training through community programs.

C. Most residents upon entering the facility are in a state of financial poverty. Often they arrive with only the clothing on their backs and no money in their pockets. There is thus an immediate need for clothing, toiletry items and cash for transportation and other minor expenses. To assist them we have utilized the resources of the Jersey City Municipal Welfare Department, district office financial aid funds, Health Services funds from Central Office, and the Financial Aid Program.

During the year, we were able to provide financial assistance totalling \$393. A total of 124 grants were made. Most grants were for transportation expenses. Some were for toilet articles and clothing. A few were for medical prescription. The average grant was for \$3.00. A total of \$29 was repayed.

Clothing is solicited and many donations of used items are received during the year for resident use.

D. Health care needs also present a problem for residents. Acute illnesses are treated through the Jersey City Medical Center Emergency Room and various clinics including dental clinic and the Venereal Disease Clinic.

Restorative dental care and other health services have also been provided through New Jersey Rehabilitation Commission. New Eyes for the Needy have provided several residents with prescription eyeglasses. Community Mental Health Center has been used for the mental health care of the residents.

E. Counselling remains one of the most basic services which we provide the residents. The intensive, indepth intake interview enables the staff to evaluate the resident's current situation and problems. A plan for return to the community which is individually designed to meet the resident's needs is then developed. A staff member is assigned to each resident to provide for continued counselling. The assigned counselor meets with the resident atleast weekly to review prior performance, identify problems and suggest corrective measures, and to assist the resident in planning for relocation.

F. Attendance at weekly house meetings is required of all residents. Under the direction of RPO Serge Gremmo, the groups enter into free wheeling, open ended discussion of a wide range of topics. Meetings are not considered therapy, nor just bull sessions, but deal with the practical problems facing residents such as employment, sexual relationships, group living etc. The rate of unexcused absences is low and resident interest and participation is quite good.

IV. HOTLINE AND FURLOUGH REPORTING SERVICE

A. The Hotline was established at PROOF on October 1, 1974. All parolees upon their release, as well as most police agencies are informed of our number. Over the past year we received a total of five seventy-two (572) calls, which represents an average of 48 calls per month. Since the start of the hotline service we have received a total of 4107 calls.

Effective 1/28/82, a "mirror file" of all NCIC-SCIC Wanted Person Notices issued by the Bureau was established at PROOF. This file has enabled the Bureau, through PROOF, to provide 24 hour confirmation of "wants" in response to NCIC "hits" with a "turn around time of 10 minutes or less." This capability is mandated as a National Policy for all users of NCIC. This year we have responded to a total of 168 NCIC inquiries.

B. During the year, we received 1256 furlough calls. All calls are recorded and are held for verification by the district furlough coordinator.

RESIDENTS BY COMMITMENT STATUS AND DISTRICT OFFICE

	JUVENILE TSB JMSF	YOUTHFUL YCIA YCIB YRCC	ADULT NJSP SSCF MIDSTATE CIW	OUT OF STATE	COUNTY JAIL	TOTAL
DO #1	10	5	13	0	3	22
DO #2	3	12	13	1	2	31
DO #3	0	12	11	0	1	24
DO #4	3	27	27	0	3	60
DO #5	2	4	4	0	1	11
DO #6	0	1	4	0	3	8
DO #7	0	0	0	0	0	0
DO #8	0	0	0	0	0	0
DO #9	4	13	18	0	1	36
DO #10	2	0	0	0	0	2
DO #11	0	8	5	0	0	13
DO #12	1	6	6	0	0	13
Total	16	88	101	1	14	220

SPECIAL PROJECTS

Federal funding has become available to provide for a special program for juvenile parolees in selected counties. Five officers handle no more than twenty cases a piece in order to provide intensive supervision and agency networking as required.

A federal grant has also been approved to provide funds for a program of Intensive Supervision/Surveillance for selected adult offenders. These offenders require additional support services and close supervision when released on parole. Caseloads of no more than 20 allow maximum service/surveillance contacts to assure that required treatment programs are being attended and needs are being adequately met.

The Bureau continues to interface with staff assigned to the Parolee Employment Assistance Project of the Joint Connection. Client referrals for job placement are made by staff of Parole District Office Nos. 2, 7 and 9. The Parolee Employment Assistance Project is responsible for applicant testing, job development and placement.

The Bureau continues participation in the Turrell Funds Scholarship Program. Field units submit applications on behalf of qualifying parolees who wish to be considered for a scholarship to the college of their choice. This long standing cooperative effort has led to the education of several individuals who might not have otherwise been afforded the opportunity.

The Bureau participated in the Governor's Summer Employment Program as a placement agency. Each summer limited numbers of students are provided with summer employment through this program.

Students from various colleges and universities continue to serve internships at the Bureau's field sites as part of a cooperative effort involving the Volunteers in Parole Program.

OFFICE OF INTERSTATE SERVICES

Interstate functions and accomplishments have improved over the previous years functioning. This has been attributed to bringing staffing levels nearly up to earlier levels. Despite these improvements, staffing levels continue to negatively impact on the office's ability to service all interstate compacts/functions under OIS' jurisdiction.

A. Adult Parole and Probation Compact

In-state supervision by district offices of 625 out-of-state parolees and 706 New Jersey parolees being supervised out of state is approaching 9% of the entire Bureau of Parole caseload. This Compact caseload is comprised entirely of active cases. District caseloads also include those clients serving terms out-of-state and clients in missing status, etc.

In addition, OIS staff handles the following as it pertains to the supervised clients under compact supervision:

1. The holding of PCH hearings and decisions on New Jersey clients residing out-of-state.
2. Approximately 800 New Jersey pending cases and 500 out-of-state pending cases.

The Commissioner and the Board have approved contract terms with the State of Pennsylvania to hold interstate revocation hearings. It is the goal of Interstate to gain Pennsylvania's approval of the contract to commence the hearing process within the upcoming year.

B. Juvenile Compact

Workload under the Juvenile Compact remains intentionally restricted as OIS simply cannot handle the total volume. Basically, all we assume is parole supervision of a very small caseload.

The deputy administrator made a presentation to all fugitive sections of prosecutors' offices at a juvenile training session hosted by the Middlesex County Prosecutor's Office. In addition, technical assistance was provided to the Mercer County Prosecutor's Office to return a juvenile from California when the prosecutor became aware of the Compact and California's refusal to accept any other channel for return. In addition, technical assistance to establish a compact network in Monmouth and Union Counties occurred; however, processing remains selective.

C. Corrections Compact

Despite the reopening of the Corrections Compact, transfers remain small as OIS has no mechanism to inform our inmates of exchange openings. Despite this problem, OIS has transferred more clients during this year than in the three previous years.

Technical assistance was provided to Texas Department of Corrections to establish a Corrections Compact Unit. A contract remains pending.

Despite New York's legislation to enact the compact, New York remains unable to transfer inmates due to their untimely delay in procedural development.

A time bank program is operational. Obtaining progress reports, time calculations, Board hearing monitoring, inmate complaints, transfers and correspondences are entirely handled by staff.

D. Witness Protection Program

After one year, the legislation for OIS (thru delegated authority from the commissioner) has been passed to transfer clients and relinquish Department jurisdiction. An attorney general's opinion prompted the legislation. Prior to the passage of this legislation, statute had prohibited the Department from relinquishing jurisdiction over an offender committed to the Department of Corrections and the Federal Government Witness Protection Program disallowed entry of any offender into that program unless jurisdiction was transferred to them.

E. Escape Warrants

OIS has received approval to maintain a central record of warrants. It is believed that the entire escape and extradition process is too fragmented between agencies causing inefficiency in the process. Centralization with staffing would greatly facilitate the effectiveness of the process.

F. Interstate Agreement on Detainers and Executive Agreements:
Fugitive Extraditions

Currently, a staff member is assigned all the above and also assists in teletype hits and apprehensions. While technical assistance to county prosecutors on the IAD occurs on a routine daily basis, no formal training has been established with the counties.

OIS spent many hours assisting Union County Sheriff's Office in establishing an IAD Unit for processing in their office. IAD matters were transferred to the Sheriff's Office.

The matter of Nash v. Carchman was decided by the U.S. Supreme Court. The decision has disallowed the use of the Interstate Agreement on Detainers to be utilized in processing probation and parole warrants. As a result, no change need be forthcoming in Department policy or procedure.

G. STOS

A staff member is assigned the STOS process. The process is extremely time consuming as OIS accomplishes all the coordination between the New Jersey institution, out-of-state institution, county prosecutor and fugitive sections, the Board and probation departments.

H. National Activities

The deputy administrator assumed the office of the President-elect of PPCAA, and continued in her capacity as National Coordinator of the National Commission. The deputy administrator was appointed to the Golden Anniversary Birthday Committee; PPCAA Probable Cause Hearing Committee; and the APPA's National Program Committee.

On-site technical assistance was afforded the Board of Paroles, Washington D.C. through technical assistance provided by NIC. D.C.'s interstate procedures were revised along with a set of recommendations to improve interagency systems issues. A technical assistance report was forwarded to Washington D.C. and NIC.

The deputy has authored commission articles in New Jersey ACA's local publication as well as "Perspectives" an APPA National Publication. Technical assistance was also given to the Council of State Governments in the drafting of the Council's Commission Article.

In conjunction with NIC technical advisors, the deputy was instrumental in the development of the first national survey on Compact effectiveness. A training program has also recently been developed. A pilot program with the Western States was successfully run in June, 1986 in Boulder, Colorado. The format of the program was developed by the deputy.

I. Escort Unit

Transportation has doubled as compared to two years ago. Despite this transportation, staff is down an officer from corresponding years.

The escort expenditures during the year did not exceed \$100,000.00 as projected. The unit spent approximately \$97,879.66 on transportation and overtime.

During the year, OIS made total trips of 180 which includes 54 private air carrier trips, 6 commercial air trips and 120 auto trips. A total of 239 inmates/parolees returned were 6 corrections compact cases, 218 compact/non-compact cases and 15 escapees.

There are 706 New Jersey parolees supervised out of state and 625 out of state cases supervised by the New Jersey district offices under the Adult and Juvenile Compacts. STOS cases equal 425.

VOLUNTEERS IN PAROLE PROGRAM

As a component of the Bureau of Parole, the Volunteers in Parole Program is designed to provide a pool of individuals from the community that are qualified and willing to assist the Bureau personnel serve the varied needs of its many diverse clients.

The following volunteer categories reflect the service needs of the Bureau of Parole while giving an indication of the scope of ways in which volunteers provide valuable assistance.

Casework Aide - The volunteer is assigned the supervision of an individual parolee. The volunteer assumes the supervision responsibility of the parole officer of record. The normal Bureau paperwork responsibility remains with the parole officer of record although the volunteer is expected to submit a written monthly report.

Parole Officer Aide or Supervision Aide - In this role, the volunteer assists the parole officer in routine tasks such as furlough, work release, pre-parole investigations, obtaining information from other agencies and transportation.

Professional Aide - In this role, the volunteer is a specialist and professional in his field who contributes a necessary service to a parolee, who cannot otherwise afford the help. The professional helps one individual on an as needed basis. Services may include counselling for mental health, substance abuse, legal or marital problems, or treatment for medical or dental problems.

Administrative or Clerical - Here the volunteer works in the district office in an administrative or clerical capacity.

Student Intern - This category is a development of the cooperation between the Bureau and institutions of higher learning. The student intern assumes the same role as the parole officer aide.

The chart on the following page is a statistical breakdown of the program.

SCATTER AND TYPES OF VOLUNTEERS

1985 - 1986

Districts	A	B	C	D	E	TOTAL
1. Clifton	0	0	0	0	0	0
2. East Orange	4	0	0	0	0	4
3. Red Bank	0	0	0	0	0	0
4. Jersey City	0	0	0	0	0	0
5. Elizabeth	1	0	0	1	0	2
6. Trenton	2	0	0	0	0	2
7. Camden	0	0	0	0	0	0
8. Atlantic City	1	0	0	0	0	1
9. Newark	0	0	0	0	0	0
10. Vineland	0	0	0	0	0	0
11. New Brunswick	1	0	0	0	0	1
12. Paterson	0	0	0	0	0	0
TOTAL	9	0	0	1	0	10

Legend:

- A - Casework Aide
- B - Parole Officer Aide
- C - Professional Aide
- D - Administrative Aide
- E - Student Intern

NCIC/SCIC OPERATIONS

The VIPP Central Office coordinator is also responsible for operation of the Central Office NCIC/SCIC computer terminal. In previous years, there were two positions assigned to the VIPP/NCIC section, however, one position was "lost" and it now remains the function of the VIPP coordinator to execute the duties of both positions.

The primary responsibilities of the NCIC/SCIC operator is to enter all "wants", supplemental wants, modifications and cancellations as well as to obtain administrative inquiries, criminal histories and process all "hits/locates" received by the computer, from both in and out of state. In addition, all entries (wants) and cancellations are relayed to PROOF daily where a "mirror file" is kept so as to provide 24 hour a day, 365 day a year verification of the status of wanted persons for requesting agencies.

As a prerequisite for staying in the system, a validation of a selection of previously entered records must be completed and notice of same given to the New Jersey State Police on a monthly basis. Additionally, the schedule of validating all records twice a year will be maintained.

The figures for computer activity for the fiscal year indicate a high rate of usage, which was luckily accomplished with a minimum of "down time" as most of the bugs appeared to have been worked out of the system.

The yearly computer activity was as follows:

Entries	1026
Supplementals	216
Modifications	150
Inquiries	250
Cancellations	732
Criminal Histories	821
Hits Processed	847

COUNTY ASSISTANCE UNIT/COUNTY IDENTIFICATION TEAM

Formal Bureau participation in the Departmental County Identification Team ceased in the past fiscal year. However, district office staff are actively involved in supervising well over 1,000 county commitments who have been paroled. Further the IPO work attendant not only to the county commitments but to the state commitments housed in the county facilities is being carried out by district parole field staff.

PUBLIC RELATIONS

Positive public relations contacts are always an essential responsibility of each Bureau of Parole employee. Parole failures tend to be well publicized, while parole successes, although a good deal larger in number, are understandably usually known only to a relatively few. Further, as the Bureau's responsibilities expand into larger, more complex programs, emphasis must be placed on educating the public as to the role that the Bureau plays in New Jersey today.

A random sampling of some of the direct contacts within the community this year where impact was notable is as follows:

Red Bank Board of Education
Delaware Valley Detectives Association
William Patterson College
Camden County Detectives Association
Hispanic Health Association
Plainfield Board of Assessments
Tri-State Investigators Association
Prudential Insurance Company of America
Red Bank Juvenile Conference Committee
Mid-Monmouth Detectives Association
Rutgers University
H.O.P.E.
Hispanic Coalition of Alcohol and Drug Abuse
American Probation and Parole Association
Brookdale College
Volunteers in Courts and Corrections
Essex County Detectives Association
Public Service Electric and Gas Company
Bill Jameson Show on Monmouth Cable Vision
Burlington County Detectives Association
New Jersey Association on Corrections
Somerset, Essex, Mercer, Middlesex, Hudson Counties
Youth Services Commission
Middlesex County Police Academy
Parasipany High School
Union County Municipal Investigators Association
Connecticut Chairman's Presbyterian Church, Union
Gloucester County Detectives Association
Somerset County College
Presbytery of the Palisades
International Warrant Organization
Essex County Project SHARE
Monmouth County Juvenile Conference Committee
Association for the Advancement of the Mentally Handicapped
Passaic County Community College
New Jersey Association of Robbery Investigators
Perth Amboy Prison Ministries
Salvation Army
Glassboro State College
Epiphany Lutheran Church Men's Club, Pleasantville

-and a variety of police departments, prosecutors offices, Mental Health Facilities, and other community agencies.

The Bureau of Parole was featured in a story published in the Trenton Times Newspaper and was the subject of an indepth investigative report of the Central New Jersey Home News.

District Office No. 1's softball team, the Absconders, continue to meet and play a variety of other teams representing both the public and private sector.

District Office No. 1's Hispanic P.O. Bernal continues as vice-chairman of the Hispanic Coalition on Alcohol and Drug Abuse.

District Office No. 2's P.O. Hackley has been elected to the Board of Trustees of the Essex County Division of Community Action.

District Office No. 3's P.O. Fitzgerald is a member of the Red Bank Juvenile Conference Committee.

District Office No. 3's P.O.'s Bornheimer and Farrell are members of the Monmouth County Juvenile Conference Committee.

District Office No. 6's DPS Rhoads continues to host Mercer County Community Guidance Center staff in a unique effort in administering individual and group counselling to parolees.

District Office No. 9's DPS Patterson continues on the Executive Board of the New Jersey Association on Corrections.

District Office No. 10's Sr. P.O. Lampey has been elected second vice-president of the Tri-State Investigators Association.

District Office No. 11's P.O. Sklar serves on the Somerset County Youth Services Commission's Needs/Assessment Subcommittee.

District Office No. 12's Sr. P.O. Erdmann is the chairman of the Criminal Justice Committee of the Presbytery of the Palisades. He is also vice-president of HOPE for ex-offenders.

Central Office's District Parole Supervisor Paporozzi continues on the publication staff of the New Jersey Chapter of the ACA.

NOTE

Figures compiled for and reported in the following charts and tables are completed manually. Various staff members from several of the operating units are responsible for this duty along with many other job responsibilities. Hence, a margin of error must be allowed.

The Central Office Special File (COSF) has now been defined to include only those New Jersey inmates who are making payments on their revenue obligations. Because of their inmate status, they have been removed as an integral part of the Parole count, and will not appear in the following charts and tables as it has in previous years.

CASELOADS (See Table I)

On June 30, 1986, the Bureau of Parole was responsible for the supervision of 14,524 cases in New Jersey and 820 cases residing out of state, for a grand total of 15,344. During the fiscal year, 25,009 cases were actively supervised by the Bureau in New Jersey while it continued to handle cases released at their maximum expiration date, referrals from other components of the criminal justice system, and various investigative responsibilities.

RETURNS TO INSTITUTIONS (See Tables 2, 2A, and 2B)

Figures concerning the recidivism rate require some elaboration. The percentages are based on total cases supervised during the year, which because of the current decentralized and manual recordkeeping process includes cases transferred between districts which might somewhat inflate that denominator. Also included in the denominator are those on the count for revenue payment only. Then, those who are sentenced subsequent to expiration of maximum sentence for crimes committed while under parole supervision are not included in the committed or recommitted figures.

Further, the Revocation Process can be instigated as a result of violation of technical conditions only when those violations can be interpreted as serious and/or persistent. The Parole Act of 1979 has allowed the diminution of the numbers and types of parole conditions and has also removed the authority from the Bureau to initiate Revocation proceedings against those who admit guilt to a new offense or those whose arrests were under circumstances which might lend prima facie evidence to their guilt. Hence, recidivists are those who find themselves falling within the narrow focus resulting from the present refinements to the definition.

Returns to institutions by new commitments and technical violations during the 1985-1986 fiscal year totalled 8.2 percent of the Bureau's entire caseload. The court commitment/recommitment equalled 2.0 percent while the technical violations rate equalled 6.2 percent of the total rate cited above. These figures represent a .2 percent decrease in commitment/recommitments over the prior fiscal year and an increase of .5 percent in technical violation rate. The overall rate drifted upward from 7.9 percent in Fiscal 1985 to 8.2 percent in Fiscal 1986, an overall increase of .3 percent.

MISSING CASES (See Tables 3, 3A, and 3B)

The percentage of missing cases, in relation to total Bureau caseload, totalled 8.2 percent. Parolees from the Youth Correctional Institution, Bordentown had the largest percentage of missing cases (13.1 percent). A five year decline in percentage of missing cases has reduced the overall figure by 2.7%.

SUPERVISION (See Table 4)

In the course of supervising the Bureau's caseload during Fiscal 1986, Bureau field staff made a grand total of 323,012 contacts. An additional 28,472 investigation contacts were made. State vehicles assigned to districts were driven a total of 1,059,259 miles in spite of difficulties encountered, in many instances, with service, repairs, and car shortages. A total of 121,670 hours or 46.2 percent of the officers time was spent in the field. Again, automobile shortages and difficulty with car service may have lowered the amount of time spent in the field.

CONCLUSION

The Bureau of Parole is presently reliant solely on its components for manual submission of information to compile statistical data. Statistics on numbers and activities of New Jersey cases paroled out of state are again being compiled. Attempts to further refine our statistics have not been completely successful; with manual data gathering at various sites, and turnover in personnel, a margin of error, the total extent of which is yet uncertain, still exists. Hope for the future is bright: Terminals are installed at field sites and updating of electronic files might eventually be done daily.

TABLE #1

TOTAL CASES UNDER SUPERVISION - FISCAL YEAR 1985-1986 (BY INSTITUTIONS)

INSTITUTIONS	IN NEW JERSEY			OFFICE OF INTERSTATE SERVICES			TOTAL	
	Under	*Total	*Total No.	Under	Under	*Total	Under	Under
	Super- vision 7/1/85	Cases Added	vised 1985-86	Super- vision 6/30/86	Super- vision 7/1/85	Cases Added	vised 1985-86	Super- vision 6/30/86
Training School for Girls	38	12	50	26	0	0	0	26
Training School for Girls, Skillman	17	12	29	15	0	0	0	15
Correctional Institution for Women	514	292	806	568	37	12	49	622
Training School for Boys, Jamesburg	726	432	1158	605	22	8	30	621
Training School for Boys, Skillman	148	146	294	156	5	0	5	161
Juvenile Medium Security Facility	106	103	209	116	3	0	3	116
Youth Correctional Institution, Annandale	2118	1213	3331	2160	45	23	68	2219
Youth Correctional Institution, Bordentown	1277	524	1801	1236	76	7	83	1285
Youth Reception and Correction Center	1363	633	1996	1345	126	41	167	1472
State Prison	5534	3519	9053	6310	390	172	562	6688
Adult Diagnostic & Treatment Center	80	22	102	76	6	2	8	84
Out-of-State Cases in New Jersey (Male)	624	409	1033	631	0	N/A	0	631
Out-of-State Cases in New Jersey (Female)	28	33	61	38	0	N/A	0	38
County (Male)	902	2747	3649	1124	6	16	22	1133
County (Female)	78	217	295	118	0	0	0	118
**Other	0	0	0	0	81	64	145	136
TOTAL	13553	10314	23867	14524	797	345	1142	15344

CATEGORIES	IN NEW JERSEY			OFFICE OF INTERSTATE SERVICES			TOTAL
Under Supervision (1985)	13553				797		14350
Total Cases Added *		10314				345	10659
Total Number Supervised			23867			1142	25009
Under Supervision (1986)				14524			15344

*Figures include cases involving transfers between districts.

**Revenue cases, residing out of state, maximum time portion of sentence has expired.

TABLE #2

NUMBER AND PERCENTAGE OF VIOLATORS
BY DISTRICT AND SEX
BASED ON TOTAL NUMBER SUPERVISED
FISCAL 1985-86

MALE Districts	Total Number Supervised During Year*	NUMBER AND PERCENT OF VIOLATORS				TOTAL	
		Committed or Recommitted	Returned as Technical Vio.	Number	Percent		
1. Clifton	3098	50	1.6%	89	2.9%	139	4.5%
2. East Orange	2773	48	1.7%	227	8.2%	275	9.9%
3. Red Bank	1362	31	2.3%	109	8.0%	140	10.3%
4. Jersey City	2441	44	1.8%	112	4.6%	156	6.4%
5. Elizabeth	1369	26	1.9%	125	9.1%	151	11.0%
6. Trenton	1763	18	1.0%	127	7.2%	145	8.2%
7. Camden	1915	30	1.6%	189	9.9%	219	11.4%
8. Atlantic City	1460	49	3.4%	117	8.0%	166	11.4%
9. Newark	1738	70	4.0%	79	4.5%	149	8.6%
10. Vineland	1259	35	2.8%	96	7.6%	131	10.4%
11. New Brunswick	1420	42	3.0%	85	6.0%	127	8.9%
12. Paterson	1927	47	2.4%	141	7.3%	188	9.8%
13. Office of Interstate Services	1093	0	0.0%	10	0.9%	10	0.9%
TOTAL	23618	490	2.1%	1506	6.4%	1996	8.5%

FEMALE Districts	Total Number Supervised During Year*	NUMBER AND PERCENT OF VIOLATORS				TOTAL	
		Committed or Recommitted	Returned as Technical Vio.	Number	Percent		
1. Clifton	171	0	0.0%	3	1.8%	3	1.8%
2. East Orange	199	0	0.0%	5	2.5%	5	2.5%
3. Red Bank	96	2	2.1%	3	3.1%	5	5.2%
4. Jersey City	110	0	0.0%	3	2.7%	3	2.7%
5. Elizabeth	85	1	1.2%	7	8.2%	8	9.4%
6. Trenton	111	1	0.9%	3	2.7%	4	3.6%
7. Camden	92	1	1.1%	2	2.2%	3	3.3%
8. Atlantic City	93	4	4.3%	2	2.2%	6	6.5%
9. Newark	140	0	0.0%	2	1.4%	2	1.4%
10. Vineland	47	0	0.0%	1	2.1%	1	2.1%
11. New Brunswick	82	2	2.4%	2	2.4%	4	4.9%
12. Paterson	116	1	0.9%	3	2.6%	4	3.4%
13. Office of Interstate Services	49	0	0.0%	1	2.0%	1	2.0%
TOTAL	1391	12	0.9%	37	2.7%	49	3.5%
GRAND TOTAL	25009	502	2.0%	1543	6.2%	2045	8.2%

*Figures include inter-office transfer of cases.

TABLE #2A

NUMBER AND PERCENTAGE OF RETURNS TO INSTITUTIONS
 BASED ON TOTAL NUMBER SUPERVISED
 BY DISTRICT
 1985- 1986

Districts	Total Number Supervised	No. and Percent of Returns						Total
		Committed or Recommitted		Technical Violators				
1. Clifton	3269	50	1.5%	92	2.8%	142	4.3%	
2. East Orange	2972	48	1.6%	232	7.8%	280	9.4%	
3. Red Bank	1458	33	2.3%	112	7.7%	145	9.9%	
4. Jersey City	2551	44	1.7%	115	4.5%	159	6.2%	
5. Elizabeth	1454	27	1.9%	132	9.1%	159	10.9%	
6. Trenton	1874	19	1.0%	130	6.9%	149	8.0%	
7. Camden	2007	31	1.5%	191	9.5%	222	11.1%	
8. Atlantic City	1553	53	3.4%	119	7.7%	172	11.1%	
9. Newark	1878	70	3.7%	81	4.3%	151	8.0%	
10. Vineland	1306	35	2.7%	97	7.4%	132	10.1%	
11. New Brunswick	1502	44	2.9%	87	5.8%	131	8.7%	
12. Paterson	2043	48	2.3%	144	7.0%	192	9.4%	
13. Office of Interstate Services	1142		0.0%	11	1.0%	11	1.0%	
TOTAL	25009	502	2.0%	1543	6.2%	2045	8.2%	

TABLE #2B
 PERCENTAGE OF RETURNS TO INSTITUTIONS
 BASED ON TOTAL NUMBER SUPERVISED
 FIVE-YEAR COMPARISON

COMMITTED OR RECOMMITTED					TECHNICAL VIOLATORS					TOTAL				
1982	1983	1984	1985	1986	1982	1983	1984	1985	1986	1982	1983	1984	1985	1986
4.0%	2.9%	3.1%	2.2%	2.0%	5.9%	5.7%	5.6%	5.7%	6.2%	9.9%	8.6%	8.7%	7.9%	8.2%

TABLE #3

RECORD OF MISSING CASES
BY INSTITUTION
1985-1986

Institutions	Total on Parole on 6/30/86	Missing as of 6/30/85	Became Missing Between 7/1/85 and 6/30/86	Total Missing	Accounted for Between 7/1/85 and 6/30/86	Total Missing 6/30/86	Net Difference	Percent of Missing in Relation to Caseload on 6/30/86
Training School for Girls	26	3	3	6	3	3	0	11.5%
Training School for Girls, Skillman	15	3	0	3	3	0	-3	0.0%
Correctional Institution for Women	568	65	33	98	42	56	-9	9.9%
Training School for Boys, Jamesburg	605	32	72	104	57	47	15	7.8%
Training School for Boys, Skillman	156	1	5	6	3	3	2	1.9%
Juvenile Medium Security Facility	116	1	10	11	4	7	6	5.0%
Youth Correctional Institution, Annandale	2160	182	188	370	195	175	-7	8.1%
Youth Correctional Institution, Bordentown	1236	175	115	290	128	162	-13	13.1%
Youth Reception and Correction Center	1345	134	116	250	112	138	4	10.3%
State Prison	6310	563	435	998	434	564	1	8.9%
Adult Diagnostic & Treatment Center	76	2	2	4	1	3	1	3.9%
Out-of-State Cases (Male)	631	1	23	24	20	4	3	0.6%
Out-of-State Cases (Female)	38	0	1	1	0	1	1	2.6%
County (Male)	1124	11	38	49	18	31	20	2.8%
County (Female)	118	1	2	3	1	2	1	1.7%
TOTAL (In New Jersey)	14524	1174	1043	2217	1021	1196	22	8.2%

TABLE #3A

RECORD OF MISSING CASES
BY DISTRICT
1985-1986

Districts	#Caseload on 6/30/86	Missing as of 6/30/85	Became Missing Between 7/1/85 and 6/30/86	Total Missing	Accounted for Between 7/1/85 and 6/30/86	Total Missing 6/30/86	Net Difference	Percent of Missing in Relation to Caseload on 6/30/86
1. Clifton	1319	180	75	255	151	104	-76	7.9%
2. East Orange	1839	122	170	292	153	139	17	7.6%
3. Red Bank	1038	96	30	126	46	80	-16	7.7%
4. Jersey City	1203	193	114	307	166	141	-52	11.7%
5. Elizabeth	955	94	84	178	80	98	4	10.3%
6. Trenton	1268	110	85	195	76	119	9	9.4%
7. Camden	1296	66	83	149	75	74	8	5.7%
8. Atlantic City	923	81	48	129	36	93	12	10.1%
9. Newark	1324	114	52	166	63	103	-11	7.8%
10. Vineland	776	42	95	137	65	72	30	9.3%
11. New Brunswick	966	76	21	97	37	60	-16	6.2%
12. Paterson	1617	0	186	186	73	113	113	7.0%
TOTAL	14524	1174	1043	2217	1021	1196	22	8.2%

TABLE #3B

PERCENT OF MISSING IN RELATION TO TOTAL CASE LOAD
5 YEAR COMPARISON

1982	1983	1984	1985	1986
10.9%	9.3%	8.8%	8.7%	8.2%

*In New Jersey

TABLE #4
SUMMARY OF DAILY RECORDS OF ACTIVITIES
1985 - 1986

District Offices	FIELD AND OFFICE CONTACTS												REPORTS SUBMITTED						SUMMARIES SUBMITTED (6)				HOURS		MILEAGE					
	TYPE OF CONTACT (1)												SUPERVISION (2)			INVESTI- GATION (3)			SUPERVISION (4)			INVESTI- GATION (5)								
	C	E	H	N	D	S	PCH	RH	P	PO	R	P	N	F-19	F-21	PP	SR	DR	DA	TR	TS	OFFICE	FIELD	STATE	PER- SONAL					
DO #1	6936	296	6624	2330	6067	21	133	100	10712	12749	1887	1661	457	1646	2203	773	430	4	0	84	375	11277	11022	112467	9702					
DO #2	5688	214	6825	3576	10567	0	259	134	16104	14792	1634	1628	904	2780	3114	1436	393	13	5	129	501	21418	11645	78800	43					
DO #3	8211	376	5609	2074	8066	23	84	71	11047	12250	921	1125	470	1500	1429	639	144	9	1	93	196	11408	10989	46567	0					
DO #4	12478	325	5641	2631	8956	6	92	55	13456	13107	1507	1533	1025	2462	3673	1178	389	12	31	92	407	13169	9937	65193	134					
DO #5	6988	134	6362	2369	6779	21	187	42	8678	12421	1332	1958	733	1467	1799	738	306	9	60	116	177	9927	9141	60514	638					
DO #6	11017	991	7089	2625	13827	48	196	85	16839	17679	2769	1967	384	2227	2884	1100	90	17	32	96	213	13862	12583	109675	0					
DO #7	8362	463	5976	2172	18123	13	149	60	14039	17555	2721	2746	783	2524	3041	1194	1262	4	488	115	293	12418	10797	97974	0					
DO #8	7479	365	5274	1973	9908	44	202	51	10270	12997	2106	1887	649	1309	1663	1063	574	5	77	130	275	8410	7672	130447	0					
DO #9	4932	338	7605	1706	7251	58	137	79	11294	11155	700	2263	1042	1926	1929	986	11	2	0	87	319	11772	11794	45625	493					
DO #10	7871	258	5664	1813	9996	4	168	91	8991	14679	2017	586	346	2083	3795	751	137	4	86	93	295	8554	8565	146628	0					
DO #11	6932	255	4782	1783	6322	89	75	54	10984	11024	898	1720	462	1535	1737	643	470	14	5	97	304	9623	8907	92563	259					
DO #12	5101	99	6084	1568	7341	10	31	16	11222	8852	1624	1771	372	1834	2104	791	176	8	0	73	400	9891	8718	72806	257					
TOTAL	91995	4114	73535	26620	113203	337	1713	838	143636	159260	20116	20845	7627	23293	29371	11292	4382	101	785	1205	3755	141729	121670	1059259	11526					
GRAND TOTAL								312,355			323,012		28,472		52,664		15,674				5,846		263,399		1,070,785					

Legend:

- (1) C - Community Contact other than E or S
E - Employment Contact
H - Home Contact
N - Visit Made - No Contact
D - Office Contact
S - School Contact
PCH - Probable Cause Hearing
RH - Revocation Hearing
- (2) P - Positive Contact with parolee
PO - Positive Contact other than Parolee
R - Case review with or without parolee
- (3) P - Positive Contact
N - Negative Contact
- (4) F-19 Chronological Report
F-21 Special Report
- (5) PP - Preparole Report
SR - Special Report
- (6) DR - Discharge Summary
DA - Other Agency
TR - Transfer Summary
TS - Termination Summary

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