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ANNUAL REPORT

STATE OF NEW JERSEY

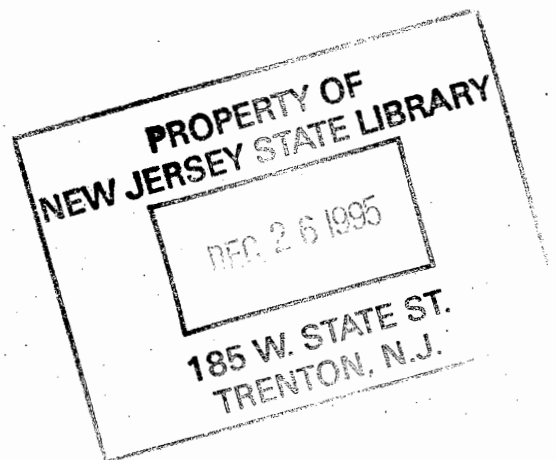
DEPARTMENT OF CORRECTIONS

DIVISION OF OPERATIONS

BUREAU OF PAROLE

**Whittlesey Road (CN 864)
Trenton, New Jersey 08625**

Fiscal Year July 1, 1994 - June 30, 1995



**Victor R. D'Ilio
Chief**

**Susanne Pavelec
District Parole Supervisor**

**Cynthia Simmons
Executive Assistant**

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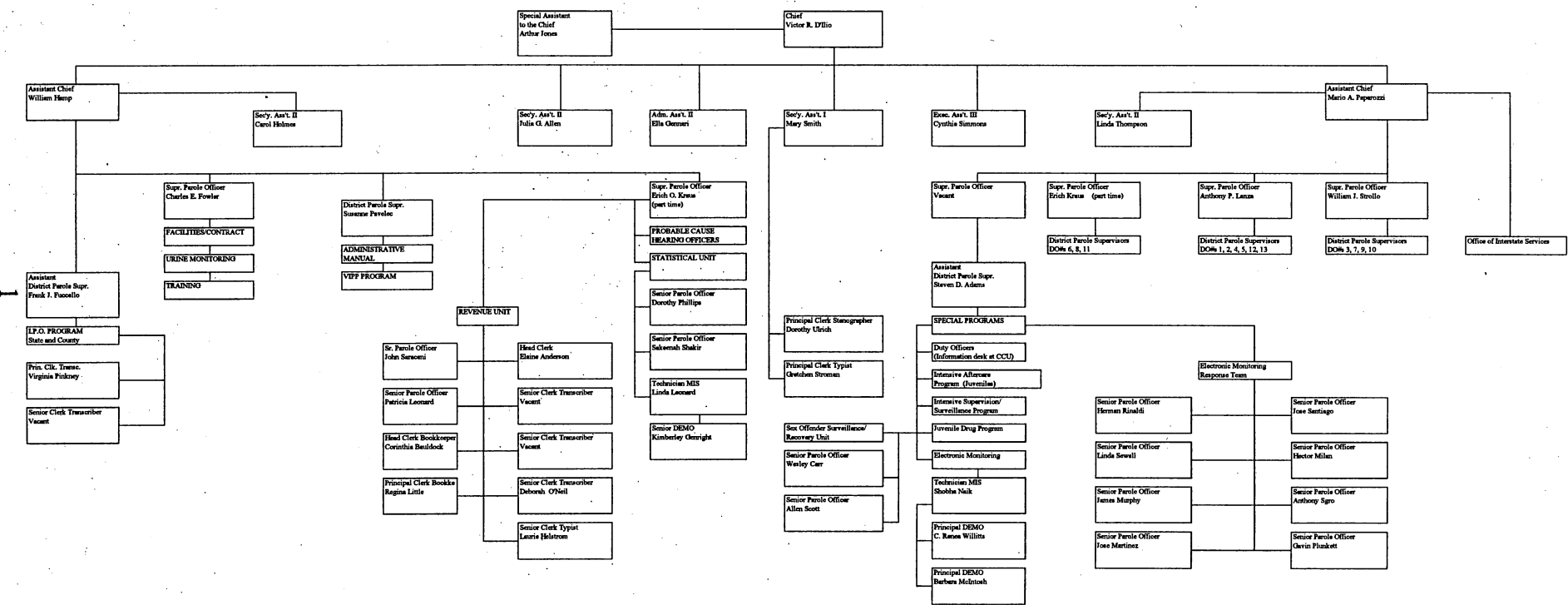
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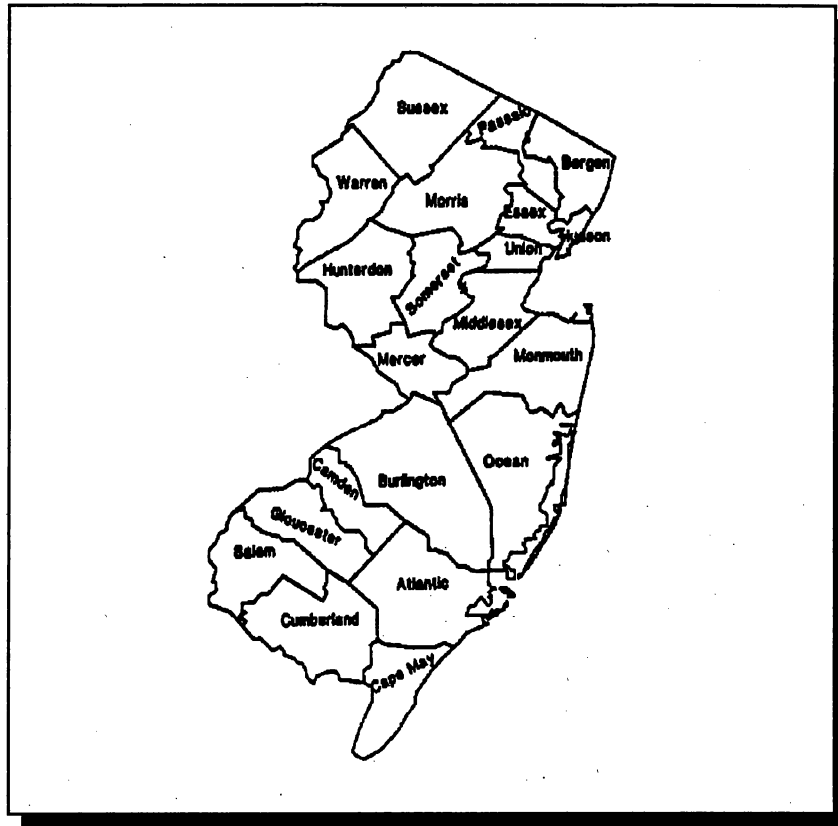
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6/30/95

BUREAU OF PAROLE
CENTRAL OFFICE ORGANIZATIONAL CHART



MAP OF STATE OF NEW JERSEY



**DEPARTMENT OF CORRECTIONS
BUREAU OF PAROLE
DIRECTORY OF OFFICES**

**Bureau of Parole Administrative Office
(Central Parole Bureau, CPB)**

Victor R. D'Ilio, Chief
CN 864

Trenton, NJ 08625

Phone: (609) 292-1383

FAX: (609) 292-4386

**District Field Offices
As of June 30, 1995**

(Bergen, Morris & So. Passaic)

DISTRICT OFFICE NO. 1

99 First Street

PO Box 190

Clifton, N.J. 07011

Phone: (201) 365-0430

Supervisor: Douglas Modrow

FAX: (201) 458-6871

(Essex)

DISTRICT OFFICE NO. 2

20 Evergreen Place (4th flr)

PO Box 840 (07018)

East Orange, N.J. (07019)

Phone: (201) 266-2800

Supervisor: James Joyce

FAX: (201) 266-0978

(Monmouth)

DISTRICT OFFICE NO. 3

8 Reckless Place (2nd flr)

PO Box 835

Red Bank, N.J. 07701

Phone: (908) 741-2424

Supervisor: Howell Dilks

FAX: (908) 741-7996

District Field Offices (Continued)

(Hudson)
DISTRICT OFFICE NO. 4
438 Summit Avenue
PO Box 6
Jersey City, N.J. 07306
Phone: (201) 795-8804/8805
Supervisor: Signe Johnson
FAX: (201) 795-8827

(Union)
DISTRICT OFFICE NO. 5
208 Commerce Place (3rd flr)
PO Box 240
Elizabeth, N.J. 07207-0240
Phone: (908) 820-3044
Supervisor: Steven Gruntfest
FAX: (908) 820-3243

(Burlington Hunterdon, Mercer)
DISTRICT OFFICE NO. 6
210 South Broad Street (4th flr)
CN 865
Trenton, N.J. 08625
Phone: (609) 292-4383
Supervisor: Richard Rhoads
FAX: (609) 984-9821

(Camden)
DISTRICT OFFICE NO. 7
The Parkade Building
518 Market Street (5th Flr) (08102)
PO Box 679 (08101)
Camden, N.J. (see above)
Phone: (609) 757-4708
Supervisor: Paul Wentzel
FAX: (609) 757-2929

(Atlantic and Ocean)
DISTRICT OFFICE NO. 8
1811 Atlantic Avenue
PO Box 778
Atlantic City, N.J. 08404
Phone: (609) 441-3070
Supervisor: Sterling Wheaten
FAX: (609) 441-3073

(Essex)
DISTRICT OFFICE NO. 9
844 McCarter Highway (2nd & 3rd flrs)
PO Box 185
Newark, N.J. 07102-0185
Phone: (201) 648 2168
Supervisor: Geraldine Floyd
FAX: (201) 648-4266

(Cape May, Cumberland,
Gloucester, & Salem)
DISTRICT OFFICE NO. 10
56 West Landis Avenue
PO Box 1039
Vineland, N.J. 08360
Phone: (609) 696-6009
Supervisor: Alan Schlienger
FAX: (609) 696-6215

(Middlesex & Somerset)
DISTRICT OFFICE NO. 11
108 Church Street (08903)
PO Box 595 (08905)
New Brunswick, N.J. (see above)
Phone: (908) 937-6253
Supervisor: Dennis Wertz
FAX: (909) 937-6357

(Passaic, Sussex, & Warren)
DISTRICT OFFICE NO. 12
66 Hamilton Street (2nd flr)
PO Box 2718
Paterson, N.J. 07509
Phone: (201) 977-4256, 4257, 4258
Supervisor: John Beaton
FAX: (201) 977-4280

(Essex)
DISTRICT OFFICE NO. 13
153 Halsey Street (5th floor)
Newark, N.J. (07102)
Phone: (201) 648-2206
Supervisor: Walter LoBue
FAX: (201) 648-2912

Please note: District Offices 2, 9, and 13
all cover Essex County

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State Institutional Parole Offices As of June 30, 1995

EDNA MAHAN CORRECTIONAL FACILITY
PO 4004
Clinton, N.J. 08809
Phone: (908) 735-7111 x286
Supervisor: Michael Brunner
FAX: (908) 735-9455

TRAINING SCHOOL FOR BOYS
PO Box 500
Jamesburg, N.J. 08831
Phone: (908) 521-0030
Supervisor: Rita Delgado
FAX: (908) 521-1738

MOUNTAINVIEW YOUTH
CORRECTIONAL FACILITY
PO Box 994
Annandale, N.J. 08801-0994
Phone: (908) 638-6191
Supervisor: Irene Worden
FAX: (908) 638-4423

ALBERT C. WAGNER YOUTH
CORRECTIONAL FACILITY
PO Box 500
Bordentown, N.J. 08505
Phone: (609) 298-0500 x499
Supervisor: Ronnie Seligman
FAX: (609) 298-3639

GARDEN STATE RECEPTION &
YOUTH CORRECTIONAL FACILITY
PO Box 11401
Yardville, N.J. 08620
Phone: (609) 298-6300 x225
Supervisor: James Copp
FAX: (609) 298-5853

BAYSIDE STATE PRISON
4293 Route 47
Box F1
Leesburg, N.J. 08327
Phone: (609) 785-0040 x327
Supervisor: Jeffrey Martin
FAX: (609) 785-0165/1448

NORTHERN STATE PRISON
Frontage Road
PO Box 2300
Newark, N.J. 07114-2300
Phone: (201) 578-4890
Supervisor: Carl Figur
FAX: (201) 589-7454

EAST JERSEY STATE PRISON
Lock Bag R
Rahway, N.J. 07065
Phone: (908) 499-5125
Supervisor: Peggy MacClymont
FAX: (908) 815-1468

RIVERFRONT STATE PRISON
Delaware and Elm Streets
Camden, N.J. 08101
Phone: (609) 225-5879
Supervisor: Juanita Tweed
FAX: (609) 365-5839

NEW JERSEY STATE PRISON
Third and Federal Streets
Trenton, N.J. 08625
Phone: (609) 984-7811 or 7843
Supervisor: Richard Carlini
FAX: (609) 392-3433

MID-STATE CORRECTIONAL FACILITY
PO Box 866
Wrightstown, N.J. 08562
Phone: (609) 723-4221
Supervisor: Linda Weir
FAX: (609) 723-8271

SOUTHERN STATE CORRECTION
FACILITY I
Delmont, N.J. 08314
Phone: (609) 785-1300
Supervisor: Teresita Velez
FAX: (609) 785-2275

SOUTHERN STATE CORRECTION
FACILITY II
Delmont, N.J. 08314
Phone: (609) 785-1300
Supervisor: Paul Gardner
FAX: (609) 785-2275

ADULT DIAGNOSTIC & TREATMENT CENTER
8 Production Way
PO Box 190
Avenel, N.J. 07001
Phone: (908) 499-5125
Supervisor: Peggy MacClymont
FAX: (908) 574-2257

MISSION, GOALS AND OBJECTIVES

Mission

As a component of the Department of Corrections, Division of Operations the mission of the Bureau of Parole is to protect the community and to this end, to supervise offenders released on parole in efforts to assist those persons to achieve self-control and self-direction which further serves to protect the community.

Goals and Objectives

To assist persons under supervision in obtaining any necessary housing, education, vocational training, and/or employment; and in meeting other needs and obligations.

To employ all appropriate community resources to assist the offender and/or as alternatives to further incarceration.

To take effective interdicting action against persons under supervision who seriously or persistently violate the conditions of release, including actions to remove them from the community and commence revocation proceedings.

To maintain and improve effective and efficient agency operations.

HIGHLIGHTS AND DEVELOPMENTS

Transfer of New Jersey Parolees in and out of New Jersey Must be Approved by State Parole Board - As of July 1, 1994 all preparole and transfer requests began being sent to the State Parole Board for preliminary approval prior to being forwarded out of state for investigation. The Board then reviews the acceptance prior to granting final approval to reside out of state.

Parole Officer Title Phased Out - The title of parole officer was phased out early in the fiscal year. All those individuals formerly holding that title were promoted to senior parole officers according to the Bureau's new career ladder. The lowest ranking title in the series is parole officer recruit. The recruit is on probationary status for one year during which time the recruit must successfully complete the Police Training Commission approved "Basic Course for Parole Officers" at the training academy. Failure to do so will result in termination of employment. After successfully completing the one year probationary period, the recruit is automatically promoted to senior parole officer.

First Parole Officer Recruits Hired - The first contingent of six parole officer recruits was hired in August. By December a total of thirty-five recruits had been hired. All were hired from a specially extended Department of Personnel parole officer list. The first parole officer recruit examination was given in January, however recruits have yet to be hired from the resulting list of 886 potential candidates. At the close of the fiscal year all the new recruits were still in probationary status, although all had successfully completed the mandated training.

"Basic Course for Parole Officers" Commenced - During the fiscal year the Police Training Commission approved "Basic Course for Parole Officers" was formally instituted at the Thomas M. Cooper Training Academy. Veteran professional staffs are currently undergoing this training and all newly hired recruits have successfully completed the training. Graduation from basic training is required for all recruits within one year from date of hire.

Law Enforcement Responsibilities Part of N.J.A.C. 10A - As the fiscal year started, writing of the rule within the Department of Corrections portion of the New Jersey Administrative Code was in progress. By February the rule covering the Bureau's law enforcement responsibilities was adopted as 10A:26. The rule expires on February 6, 2002.

Intensive High Risk Juvenile Aftercare Program Established - This program was implemented in two district offices - Camden and Newark. The officers interact with the juveniles both while on parole and before parole. The caseloads are small and the supervision is very intensive.

Sex Offender Registration Legislated - Early in the fiscal year, legislation, known as Megan's Law was passed requiring all sex offenders to register with the police and then periodically reregister. Any change of address requires reregistration. Although the offender is ultimately responsible for the registration, the Bureau plays an active role in overseeing the registration of parolees and notifying the police of those that are required to register and to reregister.

Sex Offender Surveillance and Recovery Unit Established - This unit was established during the first half of the fiscal year to assist in the supervision of sex offenders. The State is divided into two regions with one officer per region. The officers endeavor to locate absconders and to make contact

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with parolees immediately upon a failure to report. All contacts are made at the request of the district office responsible for the case supervision.

New Involvement with Inmate Furloughs - A change in Department furlough standards brought new responsibilities to the Duty Desk officers. They receive notification of furloughs, accept phone calls from furloughees and make verifying phone calls to furloughees. However, the duty desk was phased out at the end of the fiscal year.

Communication Radios Installed in All Bureau Vehicles - During the course of the year special communication radios were installed in all of the Bureau assigned vehicles. The radios have direct communication with the Department's Central Communication Unit and with other Bureau radios. Training in the radio use was given by CCU staff to most officers and supervisors by the end of the fiscal year.

Miranda and Limited Warning and Use Immunity Revised - With input from the Attorney General's Office and the Department's Special Assistant, the Bureau's use of the Miranda warning and use immunity was revised and set forth. The development of mandated training and procedures for law enforcement responsibilities established the need for revision and clarification of policy.

Outside Consultants Study and Recommendations Impact on Bureau Operations - Consultants from MGT of America Inc. Of Tallahassee, Florida conducted a performance review of the Department. During the course of their in-depth analysis several members of the Bureau were interviewed and several sites within the Bureau were visited. The thrust of their recommendations involved revenue collection, parole violators and special programs. A follow-up on the recommendations is anticipated within the next fiscal year.

Proposal to Privatize Collection of Certain Revenue - One of the recommendations contained in the consultants report is the collection of revenue by a private vendor. To this end the Chief of the Bureau is developing an extensive draft of a Request for Proposal for the collection of Court imposed obligations from ex-max offenders. Once completed it must received departmental approval prior to submission to the Department of Treasury. Additionally recommendations for essential enabling legislation are underway.

Rule Pertaining to Bureau Law Enforcement Responsibilities Adopted - After more than a year of work, the rule covering the Bureau's law enforcement responsibilities was adopted into the New Jersey Administrative Code as 10A:26 during February. Concomitantly the Bureau's internal policies and procedure were developed and implemented.

Proposed Assumption by State Parole Board of Probable Cause Hearings - A committee composed of Bureau and Board representatives studied the possibility of the Parole Board taking over the function of holding probable cause hearings. Near the close of the fiscal year, the Board initiated a pilot project whereby their hearing officers hold the probable cause and final hearing as one hearing. At the end of the year the Board hearing officers were holding a few hearings and the Bureau hearing officers were holding most of the probable cause hearings. The pilot project was carried over into the new fiscal year with an evaluation to be made at a later date.

Office of Interstate Services Again Part of the Bureau - The re-organization of OIS was one of several recommendations submitted by Commissioner William Fauver and Attorney General

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Deborah Poritz in the "Report On Circumstances Surrounding the Parole of Robert Simon a/k/a Mudman." Simon was paroled by the Commonwealth of Pennsylvania to a New Jersey plan. A short while later, on May 6, 1995, he and a fellow member of the Warlocks motorcycle gang allegedly shot and killed a police officer in Franklin Township, NJ on May 6, 1995. This case attracted an intense amount of statewide and national public and media attention on the Office of Interstate Services, the Bureau of Parole, and the Department of Corrections not only in New Jersey but also in Pennsylvania.

In June 1995 the Office of Interstate Services was transferred back under the auspices of the Bureau of Parole. This ended the eight and one-half year period during which the unit was an individual entity within the Division of Operations. In addition to the re-organization, many policies and procedures governing the processing of compact cases have come under review.

Electronic Monitoring Program for Counties Terminated - This program was administered by the Bureau through a contract with a Florida based vendor on behalf of several counties. The vendor monitored the equipment and the counties had assigned personnel to supervise their cases and act on reported violations. Bureau personnel assigned the Department's Central Communications Unit acted as liaison between the vendor and the various counties. The contract was not renewed and the program ceased at the end of the fiscal year.

Electronic Monitoring Program for State Inmates to be Implemented - Plans are underway for a renewal of the electronic monitoring of State inmates. Prior to the end of the fiscal year steps were under taken to begin the program. Staff was selected and vehicles procured. Through the Department of Treasury a bidding and selection for an equipment vendor were underway as the fiscal year ended.

Duty Desk at CCU Eliminated - As of the close of business on June 30, 1995, the Bureau duty desk was discontinued at the Department's Central Communication Unit. Additional Department communication officers assumed part of the duty desk function, i.e. relaying of messages. The Bureau involvement in furloughs and preparole contacts via the duty desk was discontinued.

District Supervisory Personnel added to Department Pagenet System - CCU personnel gave instruction in the Pagenet system to the district supervisors as a prelude to assigning pagers to each district. The pagers will be rotated weekly among the district supervisor and the assistants in each district, allowing an on-call supervisory person in each district to be available for CCU operators to page in emergent situations.

MAJOR UNITS

Central Office

The Central Office is the Administrative Unit of the Bureau of Parole. The staff includes: a chief, two assistant chiefs, four supervising parole officers (plus one vacant frozen position), an executive assistant, an administrative assistant, the coordinators of both administrative and operational programs, and clerical support. Supervisors and/or coordinators of various programs are responsible for revenue collection, information systems, special field supervision programs and volunteers. The Office of Interstate Services is under the administration of an assistant chief. The Institutional Parole Office Program is administered by an assistant chief with an assistant district parole supervisor assisting and supervising the assigned personnel. A supervising parole officer is responsible for coordinating the training of Bureau staff. Methods of implementation for innovative projects and means of dealing with the resolution of problems are also the responsibility of the administrative staff. Necessary research is conducted and efforts are made toward public information and education by the Central Office staff. Overall, this particular unit is concerned with the efficiency and effectiveness of the Bureau. Additionally, certain supervising parole officers on a regional basis are responsible for overseeing and auditing the activities of the various district offices. Visits to a district office are made at least weekly. These regional supervisors must be conversant with and/or identify needs and problems in the operational units. Feedback is elicited for use in policy making decisions.

District Offices (13)

District Offices are strategically located in areas of heaviest population concentration for particular catchment zones. Each office has a supervisor, his or her assistant, various field staff and clerical support. Activities of district office staff are attendant to the supervision of and/or revenue collection from a daily average of more than 45,000 offenders. The offenders supervised are from New Jersey penal and correctional institutions, county jails, training schools and out-of-state institutions. The offenders from out-of-state reside in New Jersey and are completing a parole obligation. Services are also provided to inmates released at expiration of their maximum sentence. Further, district staff complete field functions attendant to the Department of Corrections Adult and Juvenile Furlough Program and the Work/Study Release Program. Revenue payments by parolees are received and processed in the district offices.

Institutional Parole Program

The institutional parole office staff, housed in the fourteen major New Jersey institutions, services all State penal and correctional institutions, and the training schools. Staff members conduct personal interviews with inmates to resolve problems, assist in preparation of parole plans, provide detailed pre-release instructions and counseling, and coordinate the sex offender DNA collection process. Field parole staff members have an additional assignment of providing institutional parole office services to county correctional institutions and to various community release/residential centers.

GOVERNOR'S 1996 BUDGET RECOMMENDATIONS

The following is an excerpt from the Governor's budget recommendations for Fiscal 1996. Section #7010 contains the recommended appropriations for the Office of Parole and Community Programs. Care must be taken to separate the various community programs from the Bureau of Parole's budget. These centers are not part of the Bureau.

CORRECTIONS

10. PUBLIC SAFETY AND CRIMINAL JUSTICE

17. PAROLE AND COMMUNITY PROGRAMS

7010. OFFICE OF PAROLE AND COMMUNITY PROGRAMS

OBJECTIVES

1. To carry out, in the community, programs of conditional release from custody, i.e. furlough, work/study release, which assist institutionalized offenders in reintegrating into the community and preventing their further involvement in the formal institutionalized correctional process.
2. To provide supervision of parolees by making available the necessary assistance, guidance and controls required for community living.
3. To provide residential/community service and treatment programs for reintegrating institutionalized offenders into the community.

PROGRAM CLASSIFICATIONS

03. **Parole.** This program provides supervision, investigates parole plans, work/study release, and furlough sites for all juveniles and adult parolees from state and county institutions and those entering New Jersey from other states. Executive clemency and extradition investigations are performed for the Executive Office. Through its various field offices, fines, penalties, and restitution are collected for deposit in the General Treasury. Treatment is obtained and the progress of parolees and offenders is monitored through the general and specialized caseload officers.
04. **Community Programs.** The provision, coordination and supervision of all Department community-based operations for adult inmates is performed through Community Programs. These include half-way houses for adult male and adult female prisoners. The Department-operated halfway house bedspace will be privatized in FY 1996.

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EVALUATION DATA

	Actual FY 1993	Actual FY 1994	Actual FY 1995	Budget Estimate FY 1996
PROGRAM DATA				
Parole				
Parolees under supervision (beginning of year)	31,256	36,540	41,474	48,674
Added to Parole	19,223	17,333	21,200	21,000
Removed from Parole	13,939	12,399	14,000	14,000
General Caseload Data				
Max-Revenue Parolees (a)	11,093	16,078	21,769	27,924
Parolees	19,213	19,962	18,880	19,925
Total General Caseload Parolees	30,306	36,040	40,649	47,849
Special Caseload Data				
Juvenile Aftercare (b)	175	175	175	175
Intensive Supervision and Surveillance (ISSP)	325	325	450	450
Electronic Monitoring (c)	125	—	200	200
Intensive Parole Drug Project (b)	325 ^(d)	—	—	—
Total special caseload	950	500	825	825

Community Programs

Average Daily Population (resident)

Community Service Center, Newark	66	68	35 ^(e)	—
--	----	----	-------------------	---

PERSONNEL DATA

Position Data

Filled Positions by Funding Source

State Supported	448	448	440	468
Federal	18	—	—	—
Total Positions	466	448	448	468

Filled positions by Program Class

Parole	444	425	423	468
Community Programs	22	23	17	—
Total Positions	466	448	440	468

Notes: Actual fiscal year 1993 and 1994 and Revised fiscal year 1995 position data reflect actual payroll counts. The Budget Estimate for fiscal year 1996 reflects the number of positions funded.

- (a) Max-Revenue Parolees are not eligible to be released from parole caseloads due to unpaid fines, fees and assessments imposed by the Courts and/or statutes.
- (b) These programs are federally funded.
- (c) The Electronic Monitoring Program was phased-out in FY 1993 and will be restarted in FY 1995.
- (d) Program eliminated in FY 1994 due to loss of federal funding.
- (e) The Department anticipates closing this facility in FY 1995.

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**APPROPRIATIONS DATA
(THOUSANDS OF DOLLARS)**

-----Year Ending June 30, 1994-----					-----June 30, 1996-----				
Orig. & (s) Supple- mental	Reapp. & (b)Recpts.	Transfers & (c)Emer- gencies	Total Available	Expended	Prog. Class.	1995 Adjusted Approp.	Requested	Recom- mended	
Distribution by Program									
16,440	325	4,189	20,954	20,489	Parole	03	21,023	24,497	24,497
<u>932</u>	<u>---</u>	<u>113</u>	<u>1,045</u>	<u>1,044</u>	Community Programs	04	<u>1,091</u>	<u>-----</u>	<u>-----</u>
17,372	325	4,302	21,999	21,533	Total Appropriation		22,114 ^(a)	24,497	24,497
Distribution by Object									
Personal Services:									
16,008	<u>---</u>	3,773	19,781	19,726	Salaries and Wages		20,683	21,837	21,837
<u>-----</u>	<u>---</u>	<u>---</u>	<u>-----</u>	<u>8</u>	Food in Lieu of Cash		<u>5</u>	<u>---</u>	<u>---</u>
16,008	<u>---</u>	3,773	19,781	19,734	Total Personal Services		20,688	21,837	21,837
151	<u>---</u>	-10	141	139	Materials and Supplies		140	139	139
471	<u>---</u>	<u>---</u>	471	450	Services Other Than Personal		476	454	454
621	<u>---</u>	-37	584	584	Maintenance and Fixed Charges		531	584	584
Special Purpose:									
Payments to Inmates									
121	<u>---</u>	<u>---</u>	121	56	Discharged From Facilities	03	121	94	94
<u>---</u>	300	<u>---</u>	300	<u>---</u>	Parolee Electronic Monitoring Program	03	<u>---</u>	1,369	1,369
<u>---</u>	<u>---</u>	<u>---</u>	<u>---</u>	<u>---</u>	Community Service Center, Newark	04	<u>138</u>	<u>---</u>	<u>---</u>
121	300	<u>---</u>	421	56	Total Special Purpose		259	1,463	1,463
<u>---</u>	25	576	601	570	Additions, Improvements and Equipment		20	20	20

OTHER RELATED APPROPRIATIONS

All Other Funds

<u>---</u>	⁶⁶ <u>39^A</u>	<u>20</u>	<u>125</u>	<u>125</u>	Community Programs	04	<u>---</u>	<u>---</u>	<u>---</u>
<u>---</u>	<u>105</u>	<u>20</u>	<u>125</u>	<u>125</u>	Total All Other Funds		<u>---</u>	<u>---</u>	<u>---</u>
17,372	430	4,322	22,124	21,658	GRAND TOTAL		22,114	24,497	24,497

Note: (a) The fiscal year 1995 appropriation has been adjusted for the allocation of salary program and has been reduced to reflect the transfer of funds to the Salary and Other Benefits accounts.

LANGUAGE PROVISIONS

It is recommended that no State funds be utilized for any expense related to a county electronic monitoring program.

Bureau of Parole Annual Report/Fiscal Year 1995

PERSONNEL

Staff by Title:

According to Bureau records, as of June 30, 1995 the total complement of 488 staff members was distributed as follows:

Chief	1
Assistant Chiefs	2
Supervising Parole Officers	4
District Parole Supervisors	14
Assistant District Parole Supervisors and Supervisor Parole Residential	25
Interstate Specialist I	2
Senior Parole Officers	262
Senior Parole Officers (IPO)	21
Parole Officer Recruits	36
Executive Assistant	1
Administrative Assistant	1
Interstate Specialist II	3
Clerical	<u>116</u>
Total	488

Personnel Actions During the Fiscal Year:

Professional

Inter-department transfer into the Bureau	0
Inter-department transfer from the Bureau	0
Hired	35
Resigned	1
Terminated	1
Retired	0

Clerical

Inter-department transfer into the Bureau	3
Inter-department transfer from the Bureau	3
Hired	11
Resigned	1
Terminated	0
Retired	0

Note: During the month of June the Office of Interstate Services became part of the Bureau. As such, the staff of eleven transferred into the Bureau, but are not part of the figures given in the personnel actions.

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CASELOAD

As of June 30, 1995, various Bureau of Parole units reported responsibility for 46,901 cases. This represents an increase of 6555 cases, or 16.25%, over what was reported one year prior. Unit caseloads as of June 30, 1995 were as follows:

DISTRICT OFFICE	*1	*2	*3	*4	*5	*6	*7
1	0	1176	239	1415	1793	3208	3208
2	0	1309	52	1361	1375	2736	2736
3	0	999	110	1109	894	2003	2003
4	0	1978	77	2055	1808	3863	3863
5	0	1350	126	1476	1425	2901	2901
6	0	1526	119	1645	1554	3199	3199
7	0	1653	136	1789	1547	3336	3336
8	0	1531	0	1531	1539	3070	3070
9	0	1019	63	1082	1501	2583	2583
10	0	933	143	1076	851	1927	1927
11	0	1185	146	1331	1614	2945	2945
12	0	1645	105	1750	2354	4104	4104
13	0	1392	47	1439	1405	2844	2844
CORU	0	0	0	0	8182	8182	8182
TOTAL	0	17696	1363	19059	27842	46901	46901

Legend:

- *1 = Inmates Electronic Monitoring
- *2 = Parolees - General Supervision
- *3 = Parolees - New Jersey Cases Residing Out-of-State (SPOP)
- *4 = Parolees - Time (General Supervision + SPOP)
- *5 = Parolees - Ex-Max Revenue
- *6 = Total Parolee Caseload
- *7 = Grand Total

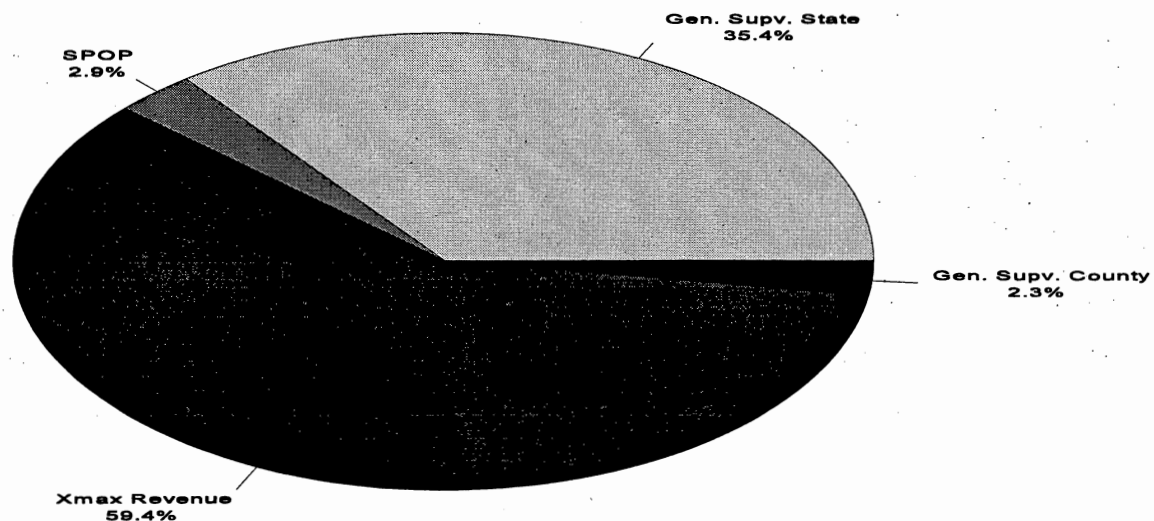
Bureau of Parole Annual Report/Fiscal Year 1995

The current Bureau total caseload of 46,901 includes:

- 19,059 - Parolees residing in New Jersey still serving time-portion of sentence
 - 1,488 - Females under general supervision
 - 16,208 - Males under general supervision
 - 1,076 - County sentenced parolees
 - 742 - Parolees supervised for other states
 - 643 - Juvenile parolees
- 1,363 - New Jersey parolees residing out-of-state
- 27,842 - State sentenced cases past maximum still owing Court ordered revenue obligations

A responsibility of the Bureau's Central Office Revenue Unit (CORU) is processing money received from inmates owing and amortizing revenue obligations. These cases are not included in the Bureau case count, as they appear on the counts of the various institutions.

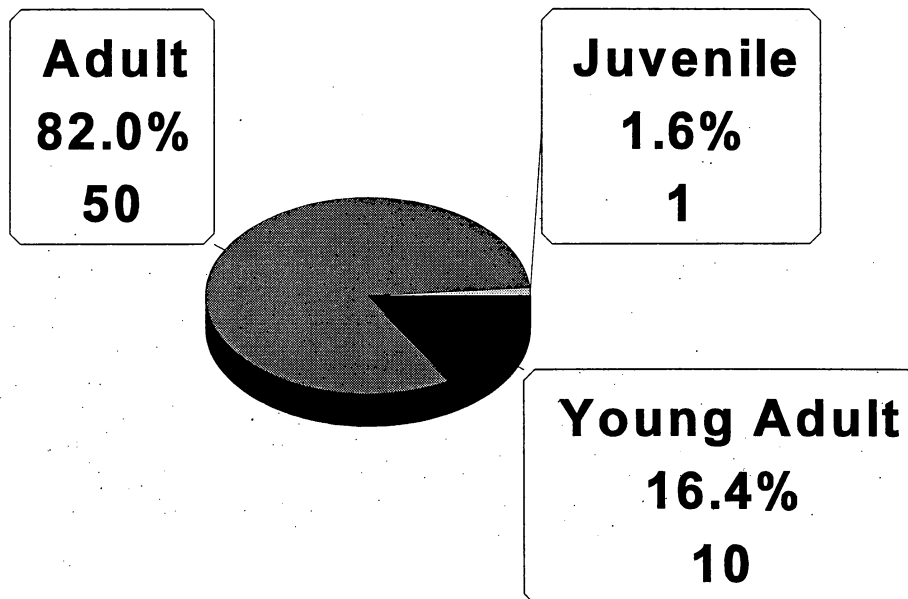
CASELOAD BREAKDOWN GRAPH as of June 30, 1995



DISCHARGE BEFORE EXPIRATION OF MAXIMUM SENTENCE

Grants of discharge from parole are extended by the Parole Board upon the recommendation of the Bureau. During the fiscal year, sixty-one (61) discharges were granted by the three Board panels. The break down was as follows: juvenile one (1), young adult ten (10), and adult fifty (50). Those discharges were distributed as depicted in the following graph:

GRAPH: EARLY DISCHARGES GRANTED
Fiscal Year 1995



OFFICE OF INTERSTATE SERVICES

At the end of the fiscal year the Office of Interstate Services had responsibility for 742 individuals paroled from out of state facilities who were residing in New Jersey and 1363 New Jersey parolees residing out of state and under the direct supervision of the other state.

In addition to the duties and responsibilities under the Compact for the Supervision of Parolees, the Office of Interstate Services is involved in the Corrections Compact, Interstate Agreement on Detainers, fugitive returns and extraditions, the federal witness protection program, executive clemency investigation requests across state lines, inmates in another state with a concurrent New Jersey sentence (STOS cases), and the Juvenile Compact. The unit is responsible for insuring that the Department of Corrections and outside agencies comply with the interstate compacts and agreements for which the Department has legal responsibility and authority. Further, the unit acts as a resource providing training to other agencies, including prosecutors and the Courts, and assists with processing cases under these various compacts and agreements.

Since December 1, 1986 the Office of Interstate Services (OIS) was a unit within the Division of Operations and was separate and apart from the Bureau of Parole. During June, 1995 OIS was re-organized and made part of the Bureau of Parole once again. Due to a vacancy created by the Deputy Compact Administrator leaving State employment, an acting Deputy Compact Administrator supervised the unit during the entire fiscal year.

The re-organization of OIS was one of several recommendations submitted by Commissioner William Fauver and Attorney General Deborah Poritz in the "Report On Circumstances Surrounding the Parole of Robert Simon a/k/a Mudman." Simon was paroled by the Commonwealth of Pennsylvania to a New Jersey plan. A short while later he and a fellow member of the Warlocks motorcycle gang allegedly shot and killed a police officer in Franklin Township, NJ on May 6, 1995.

This case attracted an intense amount of statewide and national public and media attention on the Office of Interstate Services, the Bureau of Parole, and the Department of Corrections not only in New Jersey but also in Pennsylvania. In addition to the re-organization, many policies and procedures governing the processing of compact cases have come under review.

A checklist was developed for reviewing cases both coming into and going out of the state before the investigation will be conducted. A supervising parole officer reviews the case for criteria requiring acceptance and for completeness of the investigation package of materials. Cases which do not meet the present criteria for acceptance or which are missing materials are returned to the sending state.

Other significant issues during the year were:

- A) Effective 7/1/94 all preparole and transfer requests are forwarded to the State Parole Board for preliminary approval prior to being forwarded out of state for investigation. The Board also reviews the acceptance before final approval to reside out of state is granted.
- B) OIS has become involved in sex offender registration on compact cases coming into NJ.

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Travel out of state for sex offenders now requires notification to the receiving State prior to permission being granted.

C) OIS voiced concerns to New York with regard to their practice of placing parolees on inactive reporting status. New York has advised us that they discontinued this practice as of June 1, 1995.

D) The probable cause hearing in absentia procedure was discontinued. A determination of probable cause by a district supervisor enables the filing of a warrant and entering of NCIC notices. This procedure enables OIS to file fugitive warrants on non-compact cases found to be out of state without permission without having a probable cause hearing in absentia.

E) The procedure known as parole violator analysis whereby a recommendation may be made to the State Parole Board to impose a sanction other than return on selected absconders from out of state was discontinued in June.

F) The practice of permitting county/county cases owing less than 90 days to reside out of state without formal acceptance of supervision by the receiving state was discontinued.

TRAINING

Orientation And On-The-Job Training:

Police Training Commission approved agency training is provided to new recruits upon entry into the Bureau. In addition, each field officer hired is given 30-days on-the-job training in the district office. Before assuming a caseload, each officer is given an orientation to office procedure and systems. Caseload assumption does not occur until after a full 30 days of intensified training. Additionally the officer is familiarized with the Administrative Manual and is required to accompany experienced staff into the field for introduction to other agencies and the district caseload. Observations of the field officers daily activities, are followed by performance under the critical scrutiny of veteran personnel. Completion of the formal Agency Training Course is required of newly hired parole officer recruits prior to admission to the in-residence eight week "Basic Course for Parole Officers" given at the Thomas M. Cooper Training Academy.

On-the-job training is also provided for senior parole officers who assume the duties of probable cause hearing officer. They observe hearings being conducted by more experienced officers. After that, they are under critical scrutiny in the performance of their new responsibilities until they feel comfortable acting independently. Meetings are held at the Central Office as required to discuss emergent issues and to ensure as much procedural uniformity as possible. Central Office also provides necessary reference material for the hearing officer's ongoing use. The updated policy is distributed as need arises.

The Bureau's district revenue coordinators attend quarterly training meetings at Central Office. Presentations are made by persons from other agencies involved in the collection and/or disbursement of funds. Central Office Revenue Unit staff members provide ongoing collection and bookkeeping training to district staff.

In-Service Training:

Training is held on a district office level usually at staff meetings where various concepts, procedures and community resources are introduced to staff. Bureau policy is reviewed at district staff meetings where part 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.

Training for Parole Officers:

During the fiscal year the "Basic Course for Parole Officers" was formally instituted at the Thomas M. Cooper Training Academy. Veteran professional staff are currently undergoing this training and all newly hired recruits have successfully completed the training. Graduation from basic training is required for all recruits within one year from date of hire.

During the fiscal year, three cycles for veteran officers were held with 113 officers and supervisors successfully completing the course. One cycle for recruits was held with all 35 successfully completing the course. A fifth cycle was in progress at the close of the fiscal year.

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Other Training Activities:

Various personnel attended the following training:

- 12th Annual NJACA Training Institute
- APPA Training Institute
- APPA Executive Meeting and Mid-Winter Training Institute
- APPA Executive Committee and Annual Institute
- Council of State Governments Presentation on Electronic Monitoring
- Drug Identification
- Georgia/South Carolina Probation & Parole Training Conference
- MASCA Conference
- Mid-Career Retirement Education
- NJACA 1995 Annual Conference and Training Institute
- Novell Administration Training
- Novell Advanced Administration Training
- Novell Troubleshooting Seminar - OTIS
- Parole Officer's Basic Training at Training Academy
- PBA Annual Convention
- Pepper Mace Instructor Course
- Radio Communications
- Revenue Officers Meeting
- Sexual Harassment Awareness Training
- SMUG Meeting
- Social Workers Conference
- Supervisor's Basic Training by Training Academy
- TALRS Training
- The Culture of Violence

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PROBABLE CAUSE HEARINGS

These hearings mandated by the U. S. Supreme Court in the *Morrissey vs. Brewer* decision, are conducted by a senior parole officer assigned to each district office. Initially, the hearings were conducted by supervising parole officers (the highest title under assistant chief). Policy and operating procedures were developed. Then, a Probable Cause Hearing Unit (composed of several senior parole officers and headed by a supervising parole officer) was established to conduct all of the hearings. This unit existed from January 1978 until September 1979. At that time, due to vehicle and budgetary restraints, the unit was disbanded and for the same reasons have never been reestablished, although efforts to do so continue.

Probable cause hearings scheduled and decisions rendered during Fiscal 1995:

District Office	Total Hearings	*1	*2	*3	*4	*5	*6	*7	*8	Total Decisions
1	422	159	111	151	1	418	4	0	0	422
2	411	116	0	236	59	391	12	7	1	411
3	496	264	133	91	8	477	18	0	1	496
4	702	306	0	311	85	637	43	6	16	702
5	503	231	0	183	89	489	12	2	0	503
6	431	188	83	137	23	389	34	3	5	431
7	953	451	187	315	0	932	11	9	1	953
8	652	303	0	189	160	582	66	2	2	652
9	218	73	3	109	33	203	12	3	0	218
10	418	183	1	122	112	414	2	2	0	418
11	418	184	1	127	106	379	38	0	1	418
12	417	200	6	162	49	388	25	4	0	417
13	512	186	88	232	6	503	8	1	0	512
IPO	290	22	199	0	69	270	5	0	15	290
Total	6843	2866	812	2365	800	6472	290	39	42	6843

*1 Hearing requested and hearing held.

*2 Hearing waived and hearing held.

*3 No response from parolee and hearing held.

*4 Hearing waived and no hearing held.

*5 Probable cause found and formal revocation hearing to follow.

*6 Continuation on parole recommended although valid violation(s) determined

*7 Continued on parole-no valid violation(s) determined

*8 Other

Probable cause was found with a revocation hearing to follow in 6472 of the decisions rendered or 94.6% of the time. The number of hearings held (6,843) during FY 95 decreased .4% from FY 94. This is an increase of 170% over the number of hearings held ten years ago in FY '85.

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RATIO OF FIELD TO OFFICE TIME

The following chart shows the hours and percentage of officer's time spent in the office as compared to the field in Fiscal 1995.

DISTRICT OFFICE	OFFICE	FIELD	TOTAL
1	15757	10043	25800
2	15918	7477	23395
3	9999	10984	20983
4	20131	11827	31958
5	13812	8819	22631
6	16267	11858	28125
7	24122	12158	36280
8	12693	11921	24614
9	12702	8984	21686
10	10333	9597	19930
11	13106	9219	22325
12	16681	10156	26837
13	13824	7898	21722
Total	195345	130941	326286
Percent	60%	40%	100%

OFF-HOUR VISITS

During the fiscal year Bureau staff made 7824 contacts after normal working hours as follows:

DO #1 - 571 contacts
DO #2 - 165 contacts
DO #3 - 1530 contacts
DO #4 - 27 contacts
DO #5 - 1321 contacts
DO #6 - 195 contacts
DO #7 - 636 contacts
DO #8 - 377 contacts
DO #9 - 546 contacts
DO#10 - 541 contacts
DO#11 - 1313 contacts
DO#12 - 105 contacts
DO#13 - 497 contacts

CASEBOOK REVIEWS

Casebook reviews are considered a personnel management tool of the district supervisor. The parole officer records contacts made on each case in the casebook. For a specific day, supervisors can compare recorded casebook contacts to the recorded activities of the officer. Further, the reviews are a case work supervisory tool. It allows the supervisor the opportunity to review the progress of the various cases. Upon completion of the review, the reviewer evaluates the casework and casebook maintenance either satisfactory or unsatisfactory.

During the year, 220 reviews were completed. Seven percent (7%) of those rated received an unsatisfactory rating. An unsatisfactory rating is followed by a period of 30 days during which an opportunity is provided to remedy the deficiencies. Ultimately, termination of employment may result from failure to correct the deficiencies.

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. Team membership plays an essential role in the field training of parole officer recruits. Members usually cover caseloads of those on the team who are absent either because of illness or vacation.

The number, size and makeup of teams vary from district to district and within each district from time to time. The variance depends upon district geography and staff availability. Besides the team structure cited below, each district also maintains individual caseloads for one-on-one supervision.

As of June 30, 1995, the districts reported the following team involvement:

- DO #1 - No longer operational.
- DO #2 - Two teams of seven.
- DO #3 - One team of two, one team of three and two teams of four.
- DO #4 - One team of eleven and one team of twelve.
- DO #5 - One team of three, one team of four and one team of six.
- DO #6 - One team of eight and one team of eleven.
- DO #7 - One team of four and one team of thirteen.
- DO #8 - Two teams of four.
- DO #9 - Two teams of eight.
- DO #10 - One team of two, one team of three and one team of five.
- DO #11 - One team of seven and one team of eight.
- DO #12 - No longer operational.
- DO #13 - One team of four, one team of seven and one team of eight.

INSTITUTIONAL PAROLE PROGRAM

Thirteen institutional parole offices are maintained at major State institutions. Some offices cover more than one institution and all cover at least one satellite institution. For offenders released on parole, they provide the services needed between the institution and the field staff to effect a smooth reentry into the community. Staff members conduct personal interviews with inmates to resolve problems, assist in preparation of parole plans, provide detailed pre-release instructions and counseling, and coordinate the sex offender DNA collection process. In addition, the district offices provide preparole planning and release services to the various county facilities. These services are provided for State and county inmates and to community pre-release centers for State inmates. Services other than those shown below have over taxed the current staff. Additional services include pre-release interviews of individuals scheduled to be released at maximum expiration of sentence still owing their Court mandated revenue obligation. A need for expansion in personnel at some locations is evident. A unit to service county facilities and pre-release centers is also needed.

State Institutional Parole Activities

Inst.	Parole Releases	Placement Releases	Preparole Interviews	Inmate Requested Interviews	Parole Classes	Orientation Classes
NJTSB	634	25	1319	331	385	81
JMFS	103	6	272	36	104	272
MYCF	1228	96	2034	1576	130	222
ACWYCF	584	52	1131	155	239	31
GSRC	899	79	1297	525	243	16
EMCF	778	134	1043	589	738	0
BSP	1417	180	2127	1014	1057	0
MSCF	386	79	716	512	199	34
NSP	1018	164	1861	716	1300	0
EJSP	660	34	1032	532	618	33
RFSP	514	82	1462	1475	217	1
SSCF I&II	785	159	1470	1158	732	0
NJSP	243	51	1363	675	243	33
ADTC	8	2	91	159	8	0
TOTAL	9257	1143	17218	9453	6213	723

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**District Office Institutional Parole Activities At County And
Community Facilities**

DISTRICT OFFICE	PREPAROLE INTERVIEWS	PAROLE RELEASES
1	647	489
2	1181	1116
3	381	266
4	882	628
5	541	412
6	755	459
7	436	206
8	769	487
9	368	368
10	822	374
11	647	402
12	1288	797
13	No Routine	Involvement
TOTAL	8717	6004

Compared to Fiscal Year 1994, there was an increase in preparole interviews conducted. Interviews conducted at State institutions increased by 3.06%. Interviews conducted by district office staff increased by 3.29%.

REVENUE COLLECTION PROGRAM

Revenue collection by the Bureau of Parole is authorized by statute. The Parole Act of 1979, subsequent statutory amendments, and N.J.S. 2C:46-4, allow collection of certain revenues by the Bureau. Revenues are collected from persons convicted of an offense and who have been committed to the Department of Corrections. These offenders may be current inmates, persons on parole, or persons who have completed the time portion of their sentence.

Violent Crimes Compensation Assessment (VCCB):

VCCB is a Court imposed assessment against all adults convicted of an offense and juveniles adjudicated delinquent. The money that is collected by the Bureau is deposited in a Department of the Treasury general account. It is then transferred to a special account available to the Violent Crimes Compensation Board. This Board administers compensation to victims of violent crimes for loss of earnings and non-reimbursed medical expenses. The minimum assessment is \$50 for adults convicted of nonviolent offense and \$100 for adults convicted of violent offenses. For all juvenile offenders, the minimum amount is \$30. The maximum amount is \$10,000 for all violent offenders. Five dollars of the first \$30 of each assessment is applied toward the Victim/Witness Advocacy Fund administered by the Division of Law, Department of Law and Public Safety. According to statute, VCCB assessments are first in priority of payment. All payments are applied to this assessment until it is paid-in-full.

Restitution:

The Court may award crime victims restitution for losses suffered. The State Parole Board may also require that a person granted parole make full or partial restitution. The amount of the restitution is set by the sentencing Court upon request by the Board. Statutorily, restitution has second priority of payment after a VCCB assessment is paid-in-full.

Safe Neighborhood Services Fund Assessments (SNSF):

SNSF is a Court imposed assessment signed into law during August 1993. Money collected from this assessment will be used to enable municipalities to hire and place more police officers on the street and to enhance their existing police equipment.

Forensic Laboratory Fee (FLF):

Convictions under the "Comprehensive Drug Reform Act of 1986," require the Court to assess a criminal laboratory analysis fee, FLF. There is a fee of \$50 for each offense for which there is a conviction. Juvenile offenders are assessed \$25 for each adjudicated offense. Collected fees are disbursed according to N.J.S. 2C:35-20. They are used to defray the cost attendant to the laboratory analysis of substances taken as evidence. Forensic Laboratory Fees have fourth priority of payment.

Mandatory Drug Enforcement and Demand Reduction Penalty (DEDR):

The Court assesses a DEDR penalty against each person convicted, or adjudicated delinquent, for a violation of any offense delineated in the "Comprehensive Drug Reform Act of 1986." This penalty may range from \$3000, for a crime of the first degree, to \$500, for a disorderly or petty disorderly person offense. According to statute, all monies collected shall be forwarded to the Department of the Treasury. The money is then deposited in a non lapsing revolving fund to be known as the "Drug Enforcement and Demand Reduction Fund." Monies in the fund shall be appropriated by the Legislature on an annual basis. It is used to fund the Alliance to Prevent Alcoholism and Drug Abuse and other alcohol and drug abuse programs. The DEDR penalty is the fifth priority of payment.

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Fine:

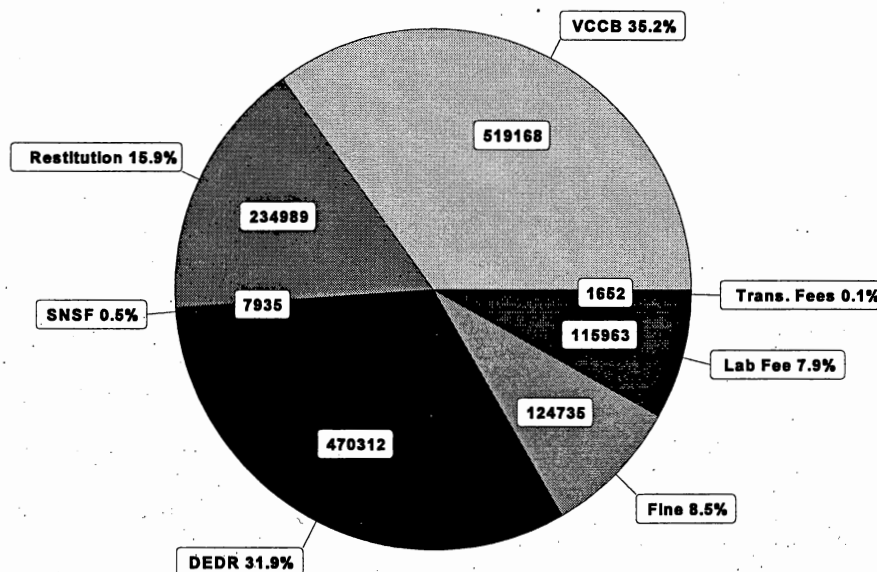
Besides any, or all, of the above, the Court may sentence a defendant to a sentence of imprisonment and an additional fine. Fines are the sixth priority of payment.

Transaction Fee:

For convictions in Superior Court of offenses which occurred on or after February 1, 1993, a transaction fee is imposed. For the six types of revenue obligation specified above, this fee is paid on each payment, or installment payment, toward satisfaction of the obligation.

GRAPH: ALLOCATION OF COLLECTIONS

Fiscal Year 1995



The above graph depicts the allocation of the \$1,474,754 that the Bureau Collected during the past fiscal year.

Note: Forensic Lab Fees and the Mandatory Drug Enforcement and Demand Reduction Penalty (DEDR) was enacted June 22, 1987 and began appearing on Superior Court Commitment orders during the later part of Fiscal Year 1988. Installment Transaction Fees were signed into law during December 1992 and are imposed for all convictions where the offense occurred on or after February 1, 1993. Safe Neighborhoods Services Fund Assessment (SNSF) was signed into law during August 1993.

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Revenue Collection: The Central Office Revenue Unit (CORU) reports, both by chart and graph, the following total Bureau collections by revenue obligation type and location of collection for Fiscal Year 1995.

REVENUE COLLECTION CHART

DISTRICT	*VCCB PENALTY	*Restitution	*SNSF ASSMENT	*FORENSIC LAB FEE	*DEDR PENALTY	*FINE	*INSTALLMENT TRANS. FEE	TOTAL
1	30,021	10,381	334	8,003	48,006	8,730	164	105,639
2	22,756	24,105	75	4,896	16,711	9,862	0	78,405
3	20,303	12,666	154	4,936	37,874	6,225	1	82,159
4	29,592	1,958	130	8,646	26,344	8,189	1	74,860
5	30,803	11,166	899	13,809	44,631	6,736	1	108,045
6	22,177	17,895	129	5,717	28,659	4,158	71	78,806
7	24,499	10,317	299	6,494	27,886	1,395	52	70,942
8	32,030	23,506	116	8,703	38,802	9,077	0	112,234
9	15,599	493	50	3,518	6,759	1,235	5	27,659
10	29,711	17,355	385	5,945	44,030	1,415	175	99,016
11	24,624	19,862	916	5,894	40,670	22,051	0	114,017
12	30,843	7,708	100	6,259	24,985	3,675	0	73,570
13	23,147	1,154	75	5,177	11,459	1,415	0	42,427
**CORU	183,063	76,423	4,273	27,966	73,496	40,572	1,182	406,975
TOTAL	\$519,168	\$234,989	\$7,935	\$115,963	\$470,312	\$124,735	\$1,652	\$1,474,754

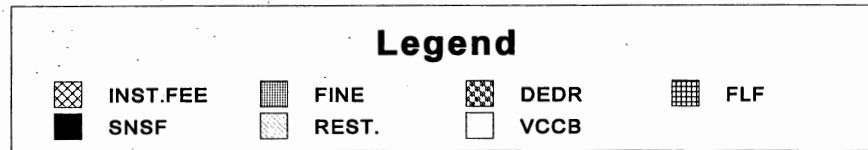
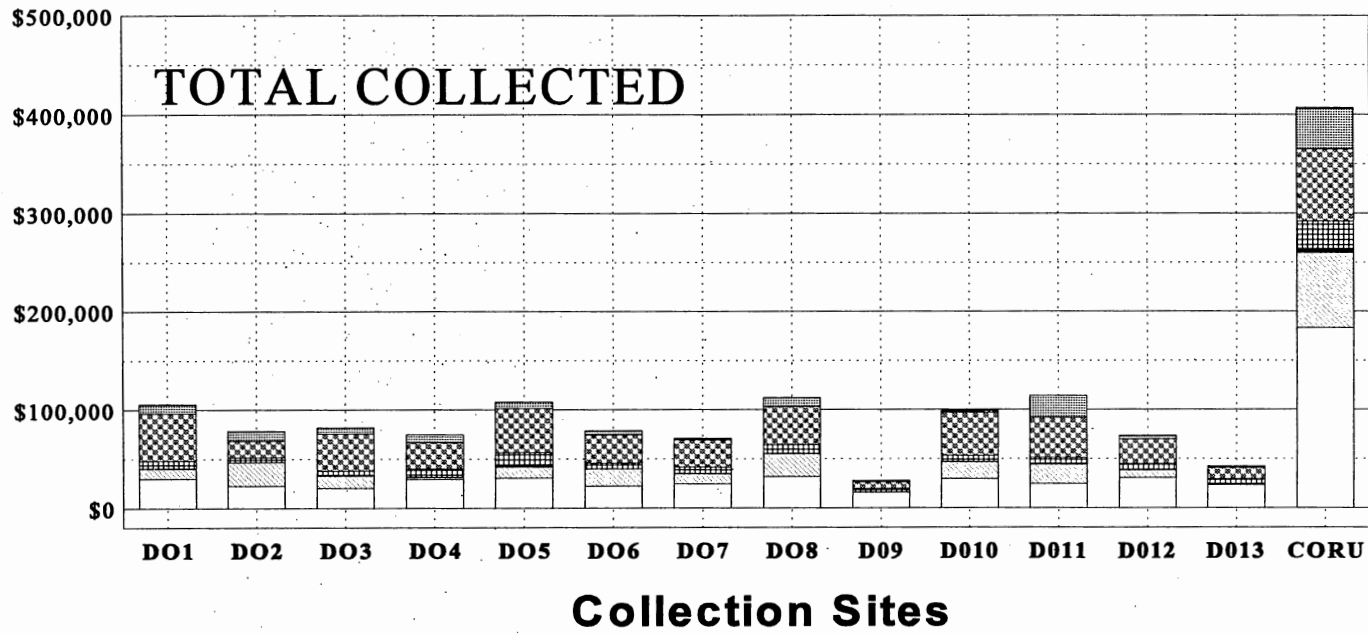
* All figures are rounded to the nearest dollar amount

** Totals for CORU include amounts received through the efforts of Institutional Parole Officers

FY 1995 REVENUE COLLECTIONS

as of June 30, 1995

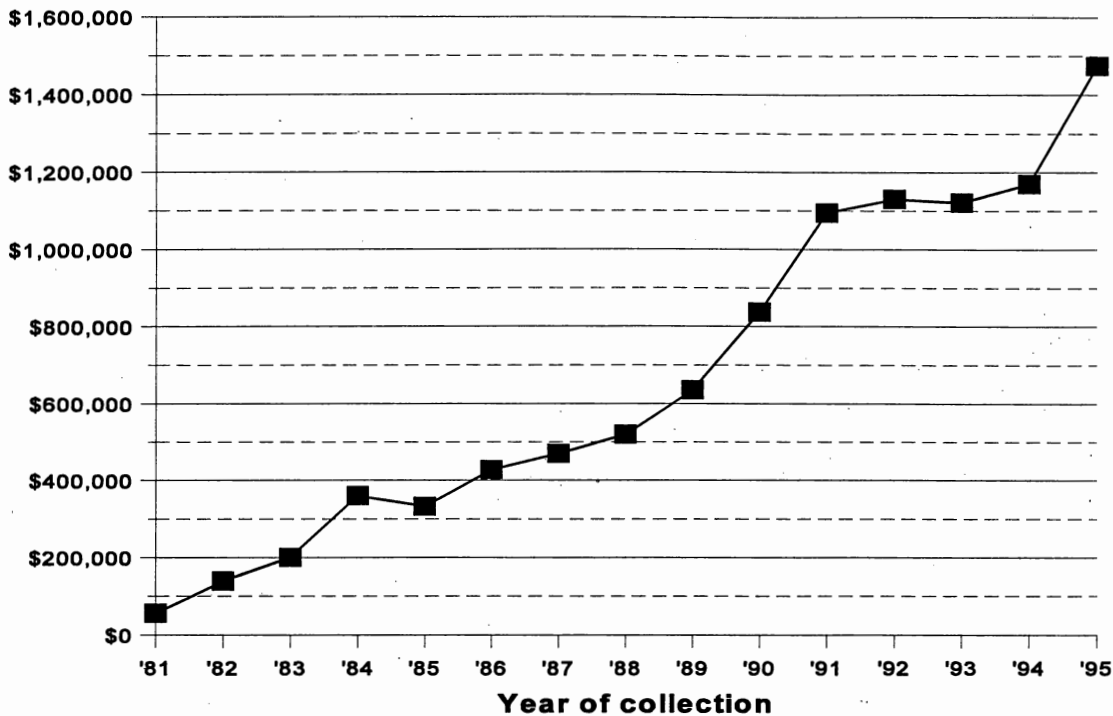
GRAPH: FY 1995 REVENUE COLLECTIONS



Bureau of Parole Annual Report/Fiscal Year 1995

The Bureau has collected \$9,970,227 since collections started in FY 1981. The following depicts the annual collection for each year since the inception of the Bureau's revenue collection program.

**GRAPH: ANNUAL BUREAU COLLECTIONS
FISCAL YEARS 1981 TO 1995**



Accounts Receivable:

The total recorded accounts receivable for the Bureau at the end of the fiscal year was \$105,523,066. This amount is broken down as follows:

DO#1	\$7,324,770.00	DO#8	\$11,346,830.00
DO#2	\$4,761,345.00	DO#9	\$ 2,691,650.00
DO#3	\$9,279,999.00	DO#10	\$ 4,287,762.00
DO#4	\$6,318,142.00	DO#11	\$ 7,691,913.00
DO#5	\$7,090,836.00	DO#12	\$ 5,309,108.00
DO#6	\$8,488,729.00	DO#13	\$ 9,258,003.00
DO#7	\$3,039,993.00	CORU	\$18,633,986.00

Central Office Revenue Unit (CORU) collections include those from Department of Corrections deductions from inmate wages. This is authorized by statutes on deductions from both inmate work release and institutional wages. Regular payments are also received from those inmates assigned to halfway houses. District Office collections are from parolees. Both CORU and the district offices collect from those individuals whose maximum sentence has expired, but revenue is still owed.

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Parolees are required to maintain a schedule of payments which is based on a realistic ability to pay. Revenue adjustment sessions and Probable Cause Hearings (part of the parole revocation process) are held for parolees who fail to make their scheduled payments. Referrals may also be made to the office of the Attorney General's Collection Unit for assistance.

All inmates/parolees who have reached the maximum date of their sentence (x-max) still owing revenue are also required to maintain a schedule of payments. When scheduled payments are not made, their debt may also be referred to the Attorney General for collection. These referrals are made if the person has a known address and a source of income and/or assets. The Attorney General will sue or initiate any such action as deemed appropriate to effect collection.

Revenue Officer's Training:

The Central Office Revenue Unit continues to arrange and host training sessions for the revenue officers from the district offices at the departmental central office complex. Trainers were CORU staff and guest speakers from various outside agencies involved in some aspect of the Bureau's revenue collection program. The training provided helps to ensure a more efficient and unified operation of the collection program. It also gives the staff a better understanding of the Bureau's relationship with the many agencies. The following speakers gave presentations at these training sessions -

Victor R. D'Ilio, Chief, Bureau of Parole
Patrick Brown, Supervising Accountant, Department of Corrections
Bureau of Audits & Accounts
Daniel Hendi, Deputy Counsel, NJ Lawyers' Fund
Sharon Koch, Confidential Aid, Victims of Crime Compensation Board
Kathy Riker, Assistant Chief, Burlington County Probation Department
Cullen Herald-Evans, Supervising Therapist, Catholic Charities
William Hopke, Supervisor, NJ Department of Labor, Division of Income Security

Central Office Revenue Unit Contacts With Other Agencies:

*U.S. Bureau of Prison, Federal Wardens, Federal Case Managers, U.S. Marshall Service, and U.S. Immigration and Naturalization Service regarding the payment of revenue obligations to the New Jersey Bureau of Parole by Federal inmates or detainees under the guidelines of the Federal Inmate Financial Responsibility Act.

*Various county probation departments regarding transfer of collection responsibilities for obligations owed.

*Administrative Office of the Courts regarding obligations owed by inmates resentence to their Intensive Supervision Program.

*Various New Jersey Municipal Courts regarding obligations owed by inmates

*Various county prosecutors regarding confiscation of property to partially, or wholly, satisfy revenue obligations

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*Violent Crimes Compensation Board regarding victim compensation and reimbursement

*New Jersey Bar Association's Client Security Fund regarding restitution to victims who were defrauded by New Jersey attorneys

*Department of the Treasury, Receivables Management Section, regarding write-offs of accounts of the deceased

*New Jersey Department of Labor, Division of Income, regarding name and address of most recent employer for both delinquent payers and parole absconders

*New Jersey Department of Health, Bureau of Vital Statistics, regarding verification of death of persons with open accounts

Noteworthy Fiscal Year Revenue Collection Program Events:

Central Office Revenue Unit (CORU) professional staff worked with Department of Corrections Bureau of Audits & Accounts Supervising Accountant, Patrick Brown and with Mr. Henry Pierre, Chief of CIJS and Vijay Suri of Treasury's SOIL Program (Set Off of Individual Liability Collection) to devise a simplified computerized printout that could be used by CORU and district office personnel to identify the debt of all subjects for whom Bureau revenue accounts (ledger cards) have been opened.

These completed computer printout forms will be submitted by CORU to Mr. Suri's office prior to 12/8/95 in order for Treasury to deduct payments from the subject's state income tax returns and from any homestead rebates (including renters' rebates). This collection by Treasury through their SOIL unit will be forwarded to CORU to credit the proper accounts and the subjects' credit will include the 5% service fee deducted by treasury.

Chief Victor R. D'Ilio; Special Assistant to the Chief Arthur Jones and CORU Senior Parole Officer John Saraceni attended a meeting called by Deputy Director Stan Repko. All institutional business managers and Mr. Howard Gottlieb were in attendance and a proposal was discussed in which the Department of Corrections would hold one third of all inmate accounts prior to their parole or the reaching of their maximum date of sentence. These withheld funds would include money earned by the inmate for institutional labor and money from their personal account and would be used to pay their Court ordered revenue obligations, (the funds would be transmitted to CORU to credit as payment on the subjects' accounts). Later the proposal was expanded to include the withholding of 1/3 of all funds that accompany new admissions when they are received into the system and other account deductions to be applied toward outstanding revenue obligations.

This would be a stop gap measure to collect revenue from inmates until such time as the DOC has a fully computerized system to make such statutory deductions from inmate accounts each month. Under the present mostly manual system used by the business office and CORU, monthly deductions from nearly twenty-six thousand inmates would not be possible. This matter continues under review.

Personnel from MGT Consultants, who are conducting the NJ Department of Corrections Performance Review Study, met with Chief Victor R. D'Ilio and CORU Senior Parole Officer John Saraceni. They were presented with an overview of the Bureau of Parole revenue collection function

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which included the work done to identify victims entitled to receive Court ordered restitution; disburse collected restitution to these victims and the referral of collection of Court ordered debts to the Attorney General.

Extensive telephonic contact was also made by MGT consultant Julio Massad from Austin, Texas with Chief D'Ilio and Senior Parole Officer John Saraceni. MGT consultant Nancy J. Nowak was accompanied by Senior Parole Officer Saraceni to an interview at the Trenton Parole Office with DPS Richard Rhodes and Senior Parole Officer Ricky Whybark. Mr. Rhodes and Mr. Whybark explained the District Office revenue function and provided many answers to Ms. Nowak regarding the full range of district office parole supervision responsibilities.

The Bureau of Parole 1995 Fiscal Year collection of \$1,474,754 was the largest collection in the fifteen year revenue collection effort by the Bureau and is the fifth consecutive fiscal year that the collection has exceeded one million dollars.

SPECIAL INTENSIVE PROGRAMS

The Electronic Monitoring Program for State inmates was on the verge of re-implementation in December 1994 when a Department decision was made to solicit a Request for Proposal from equipment vendors prior to beginning the program. After many months and coordinated efforts with the Purchase Bureau, Department of Treasury, the RFP was finalized and bids were opened in June 1995. At fiscal years end an evaluation committee was formed with representatives from the Department of Corrections, Department of Treasury and the New Jersey State Police. Equipment testing and awarding of the contract is expected to be completed in the fall of 1995 with program start-up to be shortly thereafter.

The Intensive Supervision and Surveillance Program continued to be utilized by both the State Parole Board and Bureau staff as a significant supervision alternative to incarceration for the 'high risk/high needs' offender. State Parole Board referrals were increased causing a backlog of availability of space on District caseloads. Additionally, the ISSP officers began to supervise all out-of-state cases for their first ninety days on parole in New Jersey. Revisions in the program policy manual were completed and distributed to all staff.

In response to a Department request and the public's increased concern with sex offenders in New Jersey the Sex Offender Surveillance/Recovery Unit was initiated within the Bureau. The unit provides additional community supervision to advanced status sex offenders, supplementing the field work of the regularly assigned caseload officer in the District. The SOSRU staff provides off-hour contacts on the identified sex offenders in their particular region, as well as being available for special assignments from the Districts.

Two special juvenile programs, the Juvenile Intensive Aftercare Program and the Juvenile Drug Program, were in effect during the fiscal year. Both were in operation in two district offices with a senior parole officer supervising a small caseload. A third program, the Juvenile Aftercare Program, was operational in two districts but was not considered an intensive supervision alternative.

FURLOUGH AND WORK/RELEASE PROGRAMS

The Bureau investigates and monitors adult and juvenile furlough sites to which eligible State inmates are released for brief specified periods. In addition, the Bureau does the initial investigation of certain employment sites for the State institutional work release program. The Bureau's contribution to the programs includes insuring uniformity and consistency in operating procedures, notifying law enforcement authorities, and providing feedback to the various institutional Classification Committees. Program procedures were undergoing some change as the fiscal year ended.

VOLUNTEERS IN PAROLE PROGRAM

As a component of the Bureau of Parole, the Volunteers in Parole Program is designed to provide help through a pool of individuals from the community. These individuals are qualified and willing to assist the Bureau personnel in serving the varied needs of its many diverse clients. There were eight volunteers in the program during Fiscal Year 1995.

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

Parole Officer Aide - helps the parole officer with various investigations and assists as officer of the day for routine office interviews, however involvement with law enforcement activities is prohibited.

Professional Aide - a member of a profession offering specific services on an as needed basis.

Administrative Aide - works in a district office in an administrative or clerical capacity.

Student Intern - assumes the same role as parole officer aide. Students from various colleges and universities serve internships within the Bureau as part of a cooperative arrangement.

NCIC/SCIC OPERATIONS

The primary responsibilities of the NCIC/SCIC operator are to enter all "wants," supplemental wants, modifications and cancellations. The operator is responsible for obtaining administrative inquiries, criminal histories and taking necessary actions in notifying the Office of Interstate Services, and the district office involved, of any "hits." Furthermore, unit personnel directs that a notice to "clear" appropriate entries is forwarded and follows-up to assure that the action is taken. In addition, all entries (wants) and cancellations are relayed to the Department's Central Communications Unit daily. A mirror file is kept there to provide 24-hour a day, 365 days a year verification of the status of wanted persons for requesting agencies.

Validation of select records previously entered in the system is completed monthly. Notice of the action is also given to the New Jersey State Police monthly. This is a prerequisite for staying in the system.

The yearly computer activity was as follows:

Entries	1938
Cancellations	1677
Modifications	251
Supplementals	1648
Notifications	406
Teletypes	38
Multi State ID	760
Off Line Inquiry	<u>119</u>
Total Transactions	6837

PUBLIC RELATIONS

Positive public relations contacts are always an essential responsibility of each employee of the Bureau of Parole. Parole failures are often well publicized, while parole successes, although much larger in number, are understandably usually known only to a relative few. The Bureau's responsibilities have expanded into larger, more complex programs. Therefore, emphasis must be placed on educating both other agencies and the general public about the role of the Bureau in New Jersey today.

The following is a random sampling of field contacts within the community where impact is notable:

Asbury Park Drug Free Alliance
Bayshore Youth and Family Services
Bergen County Eastern Detective Group
Burlington County Detectives Association
Camden County Detectives Association
Delaware Valley Law Enforcement Association
Essex and Union Advisory Board for Health Planning, Inc.
Essex County Detectives Association
Gloucester County Investigators
Gloucester County Mental Health
Gloucester Detectives Group
Hunterdon County Investigators Association
Integrity Inc.
LaCasa de Don Pedro Community Organization of Newark
Medical Personnel Pool - Newark
Mental Health Association of Passaic County
Middlesex County Prosecutor's Task Force
Monmouth-Ocean County Intelligence Bureau
Morris County College
New Jersey Shomrim Society
Northern Valley/Passaic Valley Detectives Group
Passaic County Crime Clinic
Paterson's Most Wanted TV Production
Professional Addictions Counselors of Essex County
Project for Addiction Counselors Training
Rutger's Community Mental Health Services
Union County Municipal Investigator's Association
Violent Offenders Removal Program

- and a variety of law enforcement agencies, prosecutors' offices and other community agencies.

Staff of the Bureau of Parole served organizations in the following capacities:

Alexander Domorski, Sr. PO, as a member of the Bayshore Youth and Family Services and member of the Monmouth-Ocean County Intelligence Bureau

Catherine Evans, Sr. PO, as secretary to the Burlington County Detectives Association.

Chester Waleski, and Daniel Riccardo, Sr. POs, regularly participated in the TV Production

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"Paterson's Most Wanted." Several of DO#12's wanted persons were apprehended because of the program.

Daniel Riccardo, Sr. PO, as a member of the Passaic County Mental Health Association Board of Directors.

George Kary, Sr. PO, as a member of the Asbury Park Drug Free Alliance.

Howell Dilks, DPS, as a panelist at the Monmouth County Sexual Abuse prevention Coalition.

John Swayser , Sr. PO, as treasurer of the Delaware Valley Law Enforcement Association.

Michael Johnson, Sr. PO, as a member of Board of Directors, Center of Love

STATISTICAL TABLES

The figures compiled for, and reported in, the following charts and tables are completed manually from manually maintained records. Various staff members from several operating units are responsible for this work while continuing many other job responsibilities. Therefore, a margin of error must be allowed.

At the start of Fiscal Year 1992, the Bureau changed its method of maintaining statistical records. This was done to more realistically reflect the type and volume of the caseload responsibilities of the Bureau. However, as all records are still maintained manually, this conversion has created a margin of error. During Fiscal Year 1993, the Bureau embarked on a mission of error correction. This was in preparation for conversion to total electronic record keeping. In Fiscal Year 1994, the error correction continued and the conversion process to electronic record keeping began. It is anticipated that the second phase of the conversion will be completed in Fiscal Year 1996 at which time the third phase will begin.

The categories of cases for which the Bureau is responsible are broken down as follows:

*general supervision cases with subcategories by commitment type. These are both state and county sentenced parolees still serving the time portion of their sentence and residing in New Jersey.

*New Jersey cases residing out-of-state with no subcategories. These are persons paroled from New Jersey State institutions and residing in another state while still serving the time portion of their sentence.

*revenue collection only cases with no subcategories. These are State sentenced cases where the time portion of their sentence has expired, yet they still owe Court imposed penalties, restitution, fees and/or fines.

*Electronic Monitoring Program cases who are State sentenced inmates while they participate in the program. The program was inactive during the fiscal year, but it is anticipated that it will be reactivated during the coming fiscal year.

Not included are certain State sentenced inmates from various institutions for which the Bureau is responsible for the monitoring of their activities while they are on furlough/work release.

Caseload (Table 1)

On June 30, 1995, the Bureau of parole was responsible for 46,901 cases. Of this total, 17,696 were general supervision cases; 1363 were New Jersey cases residing out-of-state; 27,842 were revenue collection only cases; and there were no inmates in the Electronic Monitoring Program.

Under Supervision 7/1/94.....	40,346
Total Cases Added.....	18,374
Total Cases Supervised.....	58,720
Total Cases Dropped.....	11,819
Under Supervision 6/30/95.....	46,901

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Returns to the Institutions (Tables 2 and 2A)

Figures concerning the recidivism rate require some elaboration. The percentages are based on the total general supervision cases supervised during the year. Cases transferred between district offices are also included in this total because of the current decentralized manual record keeping process. Further, those sentenced after the expiration of their maximum sentence (for crimes committed while under parole supervision) are not included in the commitment or recommitment figures. However, cases still under general supervision sentenced for crimes committed before the parole date are included in the figures. The revocation process for solely technical violations can only be initiated when the violations are interpreted as serious and/or persistent. According to the Parole Act of 1979 as amended, proceedings cannot be initiated against certain parolees who are charged with new criminal offenses without permission from the State Parole Board. Permission must be obtained for parolees who admit guilt to a new offense or those whose arrests were under circumstances which might indicate prima fascia evidence of their guilt. Total returned to the institution during the Fiscal Year 1995 was slightly over 14% of the Bureau's general supervision caseload. The Court recommitment rate almost 2% and the technical violation rate was slightly over 12%. Since Fiscal Year 1992 there has been an steady increase each year in the overall rate of return to the institution.

FY 92	10.8%
FY 93	11.9%
FY 94	13.7%
FY 95	14.1%

Missing Cases (Tables 3 and 3A)

The percentage of general supervision missing cases as of June 30, 1995 in relation to the total number of general supervision cases at that time is 16.4%. During the last four fiscal years the trend has been one of increase each succeeding year.

FY 92	09.7%
FY 93	11.4%
FY 94	14.6%
FY 95	16.4%

Supervision (Table 4)

While supervising the Bureau's caseload during Fiscal Year 1995, the Bureau field staff made a grand total of 368,091 supervision contacts and 39,037 investigation contacts. A total of 157,580 hours of the officer's time was spent in the field and the State vehicles assigned to the district offices were driven 1,366,588 miles.

Conclusion

In spite of the change in record keeping in Fiscal Year 1992, the Bureau of Parole is still reliant solely on its components for the manual submission of information. From this information statistical data is compiled. Efforts continue by Department personnel to bring the mainframe programming of the Offender Based Correctional Information System in line with the Bureau's needs. Once this is completed, the Bureau can convert exclusively to electronic record keeping and to electronically generating the various statistical information.

CASELOADS - TOTALS

FISCAL YEAR-TO-DATE 1995

DISTRICT OFFICE NO.: 1-13 & CORU

CATEGORY	TOTAL FIRST OF YEAR	ADDITIONS			INTERNAL CHANGES					DELETIONS							TOTAL		TOTAL END OF YEAR
		RE-LEASE	PAROLE	TRANS-FER IN	*FROM		*TO			RE-COMMIT	PV OR RE-TURN	MAX OR \$S PAID	DISCHARGE FROM PAROLE OR EMHC	DEATH	RE-CALL	TRANS-FER OUT	ON	OFF	
					GENR SUPER-VISION	SPOP	GENR SUPER-VISION	SPOP	\$S ONLY										
* SPOP	1385	9	382	0	27	350	0	126	0	1	28	125	6	1	1	0	517	539	1363
** \$X-MAX REVENUE	21769	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7496	1423	27842
EMHC INMATES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G GN	26	0	12	0	4	0	0	0	0	0	2	9	0	0	0	0	12	15	23
E WN	1158	31	808	52	395	0	73	0	0	19	273	125	12	7	0	53	964	884	1238
N CO-F	188	0	414	2	17	0	22	0	0	0	39	386	6	0	0	2	438	450	176
E O/S-F	48	0	20	13	0	0	0	0	0	0	2	9	3	0	0	16	33	30	51
R SUB-TOTAL FEMALE	1420	31	1254	67	416	0	95	0	0	19	316	529	21	7	0	71	1447	1379	1488
L JN	579	1	741	15	217	0	37	0	0	38	168	294	13	5	0	18	794	753	620
S YN	1624	34	599	118	244	0	72	0	0	25	219	127	12	3	0	32	823	662	1785
U PN	11859	187	8077	514	3703	0	590	0	0	401	3075	1108	149	140	11	478	9368	9065	12162
P DN	54	0	8	5	4	0	4	0	0	1	5	7	0	1	0	3	17	21	50
V CO-M	940	35	2458	24	35	0	17	0	0	84	100	2236	70	3	17	29	2534	2574	900
O/S-M	716	0	208	167	1	0	0	0	0	10	29	136	31	12	0	181	375	400	691
R SUB-TOTAL MALE	15772	257	12091	843	4204	0	720	0	0	559	3596	3908	275	164	28	741	13911	13475	16208
L TOTAL GENERAL SUPERVISION	17192	288	13345	910	4620	0	815	0	0	578	3912	4437	296	171	28	812	15358	14854	17696
* GRAND TOTAL	40346	3610	13727	1037	4647	350	815	126	4056	1488	3940	5018	302	186	31	854	23371	16816	46901

* LEGEND: SPOP = NEW JERSEY CASE RESIDING OUT-OF-STATE
 \$S ONLY AND \$X-MAX REVENUE = RECORDED REVENUE
 GENR SUPERVISION = GENERAL SUPERVISION

GRAND TOTAL = GENERAL SUPERVISION
 + SPOP + \$X-MAX REVENUE
 + EMHCINMATES

Internal Changes

4997

TOTAL ADDITIONS AND REMOVALS

TOTAL

PAROLEE

ADDITIONS

18374

TIME

19059

CASELOAD

46901

From

4997

REMOVALS

11819

TOTAL

COUNTY

To

4997

REVENUE

27842

CASES

1076

TABLE #1

TABLE #2

NUMBER AND PERCENTAGE OF RETURNS TO INSTITUTIONS
 BASED ON TOTAL NUMBER SUPERVISED
 BY DISTRICT
 1994-1995

Districts	Total Number Supervised During Year	NUMBER AND PERCENT OF VIOLATORS				TOTAL	
		Committed or Recommitted		Returned as Technical Violators		Number	Percent
		Number	Percent	Number	Percent		
1. Clifton	2429	42	1.73%	295	12.14%	337	13.87%
2. East Orange	2382	111	4.66%	179	7.51%	290	12.17%
3. Red Bank	1704	15	0.88%	320	18.78%	335	19.66%
4. Jersey City	3243	34	1.05%	316	9.74%	350	10.79%
5. Elizabeth	2488	24	0.96%	276	11.09%	300	12.06%
6. Trenton	2414	11	0.46%	269	11.14%	280	11.60%
7. Camden	3020	32	1.06%	570	18.87%	602	19.93%
8. Atlantic City	2962	38	1.28%	429	14.48%	467	15.77%
9. Newark-East	1721	31	1.80%	89	5.17%	120	6.97%
10. Vineland	1863	19	1.02%	295	15.83%	314	16.85%
11. New Brunswick	2035	18	0.88%	269	13.22%	287	14.10%
12. Paterson	2983	87	2.92%	253	8.48%	340	11.40%
13. Newark-West	2491	116	4.66%	352	14.13%	468	18.79%
TOTAL	31735	578	1.82%	3912	12.33%	4490	14.15%

Revenue only cases and New Jersey cases residing out-of-state are not included in these figures

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TABLE #2A

NUMBER AND PERCENTAGE OF RETURNS TO INSTITUTIONS
 BASED ON TOTAL NUMBER SUPERVISED
 BY COMMITMENT TYPE
 1994 - 1995

Districts	Total Number Supervised During Year	NUMBER AND PERCENT OF VIOLATORS				TOTAL	
		Committed or Recommitted		Returned as Technical Violators		Number	Percent
		Number	Percent	Number	Percent		
Juvenile Females	38	0	0.00%	2	5.26%	2	5.26%
Adult Females	2049	19	0.93%	273	13.32%	292	14.25%
Out-of-State Female	81	0	0.00%	2	2.47%	2	2.47%
County Females	604	0	0.00%	39	6.46%	39	6.46%
Juvenile Males	1336	38	2.84%	168	12.57%	206	15.42%
Youth Males	2375	25	1.05%	219	9.22%	244	10.27%
Adult Males	20637	401	1.94%	3075	14.90%	3476	16.84%
Sex Offender (ADTC)	67	1	1.49%	5	7.46%	6	8.96%
Out-of-State Males	1091	10	0.92%	29	2.66%	39	3.57%
County Males	3457	84	2.43%	100	2.89%	184	5.32%
TOTAL	31735	578	1.82%	3912	12.33%	4490	14.15%

Revenue only cases and New Jersey cases residing out-of-state are not included in these figures

TABLE #3

RECORD OF GENERAL SUPERVISION MISSING CASES
BY DISTRICT
1994-1995
GRAND TOTAL

Institution	CASELOAD ON 6/30/95	Missing as of 6/30/94	Became Missing Between 7/1/94 and 6/30/95	Total Missing	Accounted for Between 7/1/94 and 6/30/95	Total Missing 6/30/95	NET CHANGE	PERCENT OF MISSING IN RELATION TO CASELOAD ON 6/30/95
1. Clifton	1176	145	276	421	266	155	10	13.18%
2. East Orange	1309	144	363	507	285	222	78	16.96%
3. Red Bank	999	106	85	191	76	115	9	11.51%
4. Jersey City	1978	299	323	622	279	343	44	17.34%
5. Elizabeth	1350	155	171	326	143	183	28	13.56%
6. Trenton	1526	159	44	203	57	146	-13	9.57%
7. Camden	1653	518	289	807	181	626	108	37.87%
8. Atlantic City	1531	132	171	303	130	173	41	11.30%
9. Newark-East	1019	148	95	243	73	170	22	16.68%
10. Vineland	933	141	148	289	141	148	7	15.86%
11. New Brunswick	1185	92	127	219	88	131	39	12.31%
12. Paterson	1645	167	188	355	241	114	-53	6.93%
13. Newark-West	1392	326	177	503	131	372	46	26.72%
TOTAL	17696	2532	2457	4989	2091	2898	366	16.38%

Revenue only cases and New Jersey cases residing out-of-state are not included in these figures

TABLE #3A

RECORD OF GENERAL SUPERVISION MISSING CASES
 BY COMMITMENT TYPE
 FISCAL YEAR 1994-1995
 DO#1-13

Institution	CASELOAD ON 6/30/95	Missing as of 6/30/94	Became Missing Between 7/1/94 and 6/30/95	Total Missing	Accounted for Between 7/1/94 and 6/30/95	Total Missing 6/30/95	NET CHANGE	PERCENT OF MISSING IN RELATION TO CASELOAD ON 6/30/95
GN	23	3	1	4	0	4	1	17.39%
WN	1238	202	200	402	162	240	38	19.39%
OS-F	51	2	1	3	1	2	0	3.92%
CO-F	176	32	31	63	19	44	12	25.00%
JN	620	97	97	194	81	113	16	18.23%
YN	1785	265	103	368	124	244	-21	13.67%
PN	12162	1788	1891	3679	1609	2070	282	17.02%
DN	50	7	3	10	2	8	1	16.00%
OS-M	691	14	26	40	24	16	2	2.32%
CO-M	900	122	104	226	69	157	35	17.44%
TOTAL	17696	2532	2457	4989	2091	2898	366	16.38%

Revenue only cases and New Jersey cases residing out-of-state are not included in these figures

TABLE #4

SUMMARY OF DAILY RECORDS OF ACTIVITIES
1994-1995

District Office	OFFICE AND FIELD CONTACTS												REPORTS SUBMITTED								HOURS		MILEAGE				
	TYPE OF CONTACT (1)								SUPERVISION (2)				INVESTIGATI (3)				SUPERVISIO (4)								INVESTIGATIONS (5)		
	C	E	H	N	O	S	PCH	FRH	P	PO	R		P	N			F-19	F-21	PP	SR	DR	TR	TS	OFFICE	FIELD	STATE	PER-SONAL
DO #1	6784	250	4854	2835	9142	0	222	167	15109	17214	2543	1634	758	2227	2379	1314	429	8	126	520	14254	10042	91139	151			
DO #2	2513	64	4661	3271	8538	0	330	141	12039	7115	1404	1251	1101	1068	1350	1345	752	5	153	594	15918	7476	55841	673			
DO #3	11405	228	5672	2862	9432	17	374	182	14979	18831	1614	2018	461	1328	1164	881	124	3	78	172	9999	10984	88770	0			
DO #4	6645	71	4558	2449	13214	7	354	168	19141	11573	3032	1919	589	2189	1703	1780	341	12	48	0	19631	11327	48712	882			
DO #5	5169	71	7684	1521	16984	9	202	114	13501	9684	1349	3134	1028	631	1126	957	158	2	58	35	13812	9019	50483	482			
DO #6	7440	389	7431	4003	12238	36	221	134	18013	14389	2393	1598	633	1481	2101	1151	7	13	127	346	16267	11858	113354	0			
DO #7	6925	330	11655	5665	19742	75	789	296	25390	25033	3785	5736	1411	2193	3152	1897	1460	6	143	445	24116	11185	111206	3			
DO #8	8623	373	7801	3154	12720	10	411	193	17298	19603	2051	944	537	3088	2412	1523	145	1	180	324	12567	11771	151984	899			
DO #9	2149	221	6852	3018	7496	40	203	919	11903	7292	1290	1080	1179	1545	1782	1005	0	13	176	1487	12376	13774	50318	0			
DO #10	8909	280	4713	2429	12873	0	299	80	15335	18838	2097	1313	579	1714	2137	1282	533	16	127	1183	10335	21488	158172	0			
DO #11	5290	182	4254	1764	9680	15	216	151	14462	12554	2178	2437	514	1162	1525	1135	225	17	139	391	13106	9219	71400	48			
DO #12	6917	180	4923	2947	11825	11	249	160	19335	15294	2412	3463	941	2079	3062	1824	279	4	116	583	16681	15156	315995	8122			
DO #13	4824	179	6984	3003	9593	3	296	146	14907	11348	1386	1861	918	915	1147	1374	422	6	103	356	14244	14281	47940	14			
TOTAL	83593	2818	82042	38921	153477	223	4166	2851	211412	188768	27534	28388	10649	21620	25040	17468	4875	106	1574	6436	193306	157580	1355314	11274			
GRAND TOTAL	368,091								427,714				39,037				46,660				30,459				350,886		1,366,588

Legend:

- (1) C - Community contact other than E or S
- E - Employment Contact
- H - Home Contact
- N - Visit Made - No Contact
- O - 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
- SR - Special

- (6) DR - Discharge Summary
- TR - Transfer Summary
- TS - Termination Summary

