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A N N U A L R E P O R T

STATE OF NEW JERSEY

DEPARTMENT OF CORRECTIONS

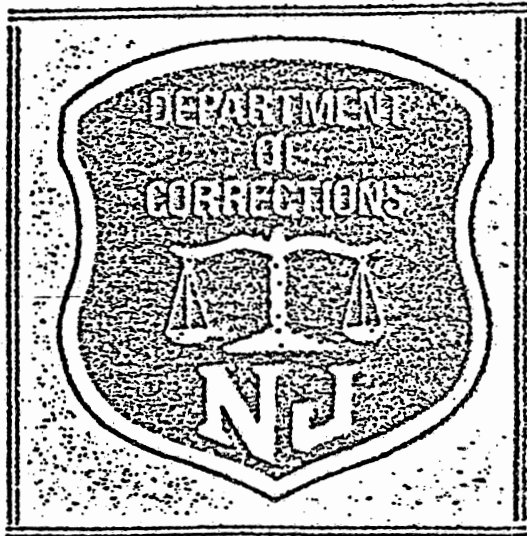
DIVISION OF POLICY AND PLANNING

BUREAU OF PAROLE

Whittlesey Road (P.O. Box 7387)
Trenton, New Jersey 08628

Fiscal Year July 1, 1981 - June 30, 1982

DEPARTMENT OF CORRECTION



NEW JERSEY STATE L...
SEP 20 1982
185 W. State St.
TRENTON, NJ

Albert Elias
Assistant Commissioner

Anthony Venanzi
Senior Parole Officer

Fred B. Holley, Chief
Bureau of Parole

Victor R. D'Ilio
Assistant Chief

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STATE OF THE BUREAU

MISSION (Goals)

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 the State Prison Complex (Trenton, Rahway, Leesburg and Mid-State), the Youth Correctional Institution Complex (Annandale, Bordentown, and Yardville), the Adult Diagnostic & Treatment Center at Avenel, the Training School for Boys and Girls at Jamesburg and Skillman, various satellite units of the major institutions, pre-release community residential centers, county correctional facilities housing both state and county prisoners under Parole Board jurisdiction, and other states paroling 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 extended on a voluntary basis when ex-offenders seek counselling or delivery of service.

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 the legislative and Department mandates regarding Court assessed revenues (penalty, restitution and fine).

4. To maximize community participation in the reintegration process by expanding the number and activities of citizen volunteers being recruited from both the private and public sector. To increase community-based agencies' awareness of offenders' needs and the degree of agency responsiveness to such needs.

MAJOR OBJECTIVES

1. To increase field staff's ability to respond appropriately to individual parolees' needs.

2. To facilitate preparation of inmates' release to parole supervision and serve in a liaison role between the several institutions and the Bureau of Parole field staff.

3. To provide an immediate and effective alternative to return as a parole violator of those parolees who cannot satisfactorily meet parole conditions by use of community-based residential facilities which offer a variety of supportive services.

4. To provide United States Supreme Court mandated hearings for parolees whose adjustment has deteriorated markedly in one or more serious aspects. To promptly confine serious community threats.

5. To provide a program of interested and qualified community residents who wish to serve as volunteers in the reintegration process on a one-to-one basis. To maintain the program under continual refinement and expansion with a view toward opening the ranks of volunteers to individuals from all walks of life.

6. To collect, safeguard, and deposit certain revenues levied against offenders as part of custodial sentences, and to vigorously pursue delinquent accounts.

PERFORMANCE

1. The success rate for some 13,000 parolees processed yearly by the Bureau is over 85 percent. An expansion of staff and support services will permit the Bureau to assume responsibility for that additional number of inmates whose parole release can appreciably reduce institutional overcrowding. Individualized, one-to-one counselling has been supplemented by Team supervision. The use of urine monitoring and a specialized caseload of substances abusers has been effective in controlling parolees whose anti-social activities are drug related. A concentration of service delivery to parolees in the areas of job grooming, vocational testing, and educational/vocational placement is standard procedure in the District Offices and has proved effective in meeting parolee needs to become self-sustaining. The Bureau's ability to purchase services as a response to medical, dental, or shelter crisis situations among parolees has been effective in stabilizing adjustment patterns.

The above-mentioned services are being made available to certain county correctional institution cases which come under jurisdiction of the State Parole Board. Although confinement is at county correctional institutions, some offenders have as much - or more - difficulty in terms of community planning and supervision than do many long-term offenders from state correctional institutions.

By statutory mandate, the Bureau is involved in the collection of all revenues from offenders who have been placed under financial obligation as a result of their commitment to the custody of the Commissioner, Department of Corrections. Collection efforts by the Bureau begin immediately upon receipt of a copy of the commitment paper, whether the prisoner reaches the state institution, remains in a county correctional facility, or is transferred to some other correctional facility (within New Jersey or in another state). Collection, record keeping, deposits, and supervisory and auditing activities are maintained at District Offices and at the Central Office. Efforts to collect delinquent accounts are cited as a priority item.

In addition to the revenue collection activities, the Bureau is involved in issuing gate money funds to newly paroled prisoners. The Bureau also disburses inmate wages for any state prisoner being released from county correctional facilities.

Investigations of proposals for furlough, home visit, work release, and study release plans enable the Bureau to establish relationships with inmates and their families prior to the parole dates. The Bureau also is able to provide employers and educators with a follow-up service regarding performance, absenteeism, and the structuring of career ladders.

2. The Institutional Parole Office staff 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, provide detailed pre-release instructions and counselling. Institutional Parole staff members have an additional assignment, that of providing services to certain county correctional institutions and to various community release/residential centers.

An increase in institutional parole office staff is necessary for free District Office staff from having to further assist in providing services for the above-mentioned cases.

An increase will also permit the institutional parole office staff to assume a greater role in planning phases of furlough and work/study release activities. Further, they will be able to increase pre-release services to relatives of prospective parolees.

3. The Bureau's residential facility (PROOF) provides an around-the-clock, short-term alternative to confinement as parole violators for those parolees who cannot adequately cope with personal and community situations. In Fiscal 1981, parolees were serviced at the residential facility for a total of 4,332 man-days. The facility maintains an after-hours and holiday telephonic hotline service for parolees, relatives, law enforcement agencies, and the general public. It also serves as a contact point for inmates released on furloughs. Additionally, staff members at the facility have developed group counselling sessions for relatives and friends of offenders who are facing adjustment difficulties. Development of a second, and preferably a third, residential facility patterned after the present one, can increase the Bureau's ability to provide essential services in the central and southern areas of New Jersey.

4. The Probable Cause Hearing Unit provides in-person hearings for parolees who have been accused of serious violations of parole. All conditions of the United States Supreme Court's Morrissey-Brewer mandate are met in the hearings. No parolee is exposed to revocation of parole for technical violations unless he has first been accorded the opportunity to participate in a Probable Cause Hearing. Some 2,000 hearings are conducted in any one year, many with attorneys present as counsel for the parolees.

The present Probable Cause Hearing Unit is comprised of a Senior Parole Officer from each of the nine District Offices and from the Central Office. Duties attendant to Probable Cause Hearings seriously limit or prohibit these Senior Parole Officers' participation in casework assignment. The admission of legal counsel to all Probable Cause Hearings has made further demands upon the time of Bureau Hearing Officers. A unit of five Senior Parole Officers operating in conjunction with, but independently of the District Offices, will assure objectivity and make the services of the nine Senior Parole Officers now involved in Probable Cause Hearings again available to the District Office responsibilities.

5. The Volunteers in Parole Program is functional in all nine District Parole Offices. Originally, volunteers were recruited only from the legal profession. Lawyers are paired with parolees on an individual basis. Expansion of volunteers' role and a widening of the base from which they are drawn have allowed interested individuals from various walks of life to lend their special talents to the reintegration process. As the scope of the volunteer program increases, training and guidance services to volunteers are being expanded to meet certain interests: some volunteers seek an on-going relationship with parolees while others request only particular situational involvement.

ANTICIPATED NEEDS AND ISSUES

In the Bureau's efforts to increase responsiveness to demands upon its services, the following is recommended:

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 county correctional institution cases which come under jurisdiction of the State Parole Board. There is need for additional expansion to provide services to inmates housed in community 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 work load. 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 structuring has placed additional strain upon field personnel in the discharge of their supervisory/investigative responsibilities toward parolees and inmates. The revenue collection activities of the Bureau are becoming more complex as staff seeks payment of penalty, fine and restitution. In the past year penalty assessment increased ten-fold. Tracking recipients of revenue payments is complicated, particularly in regards to those slated to receive restitution.

The Central Office needs a head bookkeeper and each District Office needs a bookkeeper to help assure that revenue collection, disbursement of gate money and inmate wages, and payments for medical services and for meeting costs of resolving emergency situations (food, shelter, clothing, etc.), are handled in an efficient, professional manner. The bulk of Bureau records are maintained by manual systems which do not lend themselves to easy updating. Computer terminals independent of the OBCIS system are required so that modern electronic aids can be used in the Bureau's fiscal affairs. In addition to fiscal readouts, the terminals would be available for matters of case management, including Criminal History Record checks and Motor Vehicle look-ups.

A bookkeeper in each of the nine District Offices and a head bookkeeper at the Central Office are needed to assure that revenue collection/recording can measure up to state audit. The one computer terminal at the Central Office should be supplemented by one in each of the nine District Offices for the provision of not only revenue readouts but also case management, including Criminal History Record checks and Motor Vehicle look-ups. The Bureau's needs are compatible to the function of the offender-based correctional information system proposed for implementation in early 1983.

Additional Parole Officers and Senior Parole Officers are needed to fully implement the weighted workload and Team concept. Supervision of county correctional institutions parolees calls for a staff increase, as does the Bureau's assumption of supervision of all parolees previously supervised by the Division of Youth and Family Services. Furlough and home visit programs are placing increasing demands upon Bureau services, particularly where juvenile offenders are concerned. Because the Parole cases whose time portion of sentences has expired, Bureau personnel will be involved in time-consuming activities as they seek leverage from the Court to enforce payment. With implementation of Parole Board intention to extend maximums via loss of commutation time for various violations of the parole contract, caseloads will become heavier as will the record keeping attendant to changes in maximum expiration dates.

At least one Surveillance Unit is needed to serve as an Internal Affairs component, as a mobile crisis intervention unit, and as a means of containing those parolees who demonstrate serious disregard for their parole obligations. Loss of the Parole Officer's statutory power to arrest parolees means he needs all the lead time possible to learn of parolee malfunction so that appropriate efforts to contain can be undertaken. Presumptive parole has tended to make parole available to the more recalcitrant inmate whose only virtues as regards release to the community may be that he has served the required amount of time and avoided institutional infractions. Since the state is burdened to demonstrate that an inmate is not ready for release, those with a greater potential for violating parole may be freed. An increase in violations will pose a greater drain upon field staff work time, and it is hoped that services of the Surveillance Unit will help other staff to discharge responsibilities in a timely and effective manner.

Certain cases are so conflicted and so lacking in life skills of a legitimate nature that they can barely function in the community unless their return encompasses placement in what amounts to a sheltered residential unit. This is particularly true of inmates who have served many years in confinement, and for youngsters who have known little else but tension and confrontation in their efforts to adjust in the home and the community. Additionally, the paucity of services for female offenders is sufficiently acute as to make a residential unit for female parolees a priority item. Depending upon the state of physical deterioration, a facility for correctional geriatric cases who cannot function in day-to-day personal care, let alone adjust to the rigors of living in the larger community, might be combined with a residential unit for adult female offenders. Except for geriatric cases, no residential unit would cater to long-range needs of offenders; instead, the residential time would be limited and a concentration of services would be provided so that residents could return to the larger community as soon as possible.

An increase in staff for Volunteers in Parole Program is of particular significance now that juvenile offenders as young as eight years can be under Bureau supervision. We want to be able to seek volunteers with a wide variety of backgrounds and be able to cultivate them as resource persons when parolees present emotional and/or physical needs which do not require intervention by Bureau personnel.

Because of program expansion, and new program implementations, development of a full-time training unit is increasingly important. There is a critical need for updated training of personnel and evaluation of existing recruitment and assessment techniques, as well as an ongoing evaluation of program effectiveness.

MAJOR UNITS

Central Office

The Central Office is the Administrative Unit of the Bureau of Parole. It is staffed by the Chief, Assistant Chief, five Supervising Parole Officers and the coordinators of such specialty programs as Revenue Collection, Volunteers in Parole, Furlough/Work Release and Information Systems. Policy, personnel and certain budgetary matters are also managed from this office. Central Office staff makes frequent visits to field sites in order to remain conversant with and assist in solving operational problems.

District Offices (9)

District Offices are strategically located in the areas of heaviest population concentration for particular catchment zones. Each Office has a Supervisor, his 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 9,500 parolees from New Jersey State Penal and Correction Institutions, certain county jail cases, Training Schools and

from out of State Institutions 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 nine 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 difficulty. 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

Realignment of boundaries for several of the Districts became necessary in order to equalize caseloads. Ocean County has been transferred from the jurisdiction of District Office No. 3 to District Office No. 8. Responsibility of parole matters in the area of Middlesex County located north of the Raritan River has been transferred from District Office No. 3 to District Office No. 5. Somerset County previously supervised by District Office No. 5 has been transferred into the bailiwick of District Office No. 6. All District caseloads are now either approaching or in excess of 1000.

The overcrowding in New Jersey's penal and correctional institutions and the resultant confinement of state prisoners in county facilities has had a significant impact on the Bureau's functions. Activities surrounding pre-release/release functions normally handled by an Institutional Parole Officer at the state institutions are being completed by field staff at the county facilities. Requests for gate money by those released from county facilities are being evaluated by District staff and if appropriate, checks are prepared

by the District Supervisor. Inmate wages and balances of accounts are also being distributed by District Office staff. As the fiscal year drew to a close, the possibility of Bureau involvement in monitoring state prisoners participation in county work release programs became quite probable as did the supervision of hundreds more inmates paroled on county sentences.

Staff activities in conjunction with remote terminal operation has been expanded. Four data banks can now be accessed. The Bureau has the responsibility for maintaining current and accurate parole related entries into the offender tracking and parole caseload system. Upon request from any of its operating units, Bureau staff may also retrieve information from the Computerized Criminal History and Division of Motor Vehicle banks. A most recent involvement has Parole Bureau personnel making its own entries into the NCIC/SCIC.

Responding to an Attorney General's Opinion that only the Bureau has the authority to supervise parolees in New Jersey, all those cases whose parole supervision had been assigned to the Division of Youth and Family Services were transferred to the Bureau of Parole. A series of meetings involving various levels of staff from both agencies were conducted in efforts to make the transfer as trouble free as possible. An Institutional Parole Officer has been assigned part-time to the training school at Skillman to handle pre-release activities on these very young offenders.

The latest arrangement between the Bureau and the Office of the Public Defender facilitates the latter agencies involvement in the hearing process by allowing Parole District Offices to deal directly with the Regional Offices of the Public Defender in matters of initial notification, providing discovery and arranging details relative to hearing times, dates, etc. In a related matter, an Informal Opinion by a Deputy Attorney General has moved the Bureau to include on each Notice of Decision on Probable Cause Hearings, in those instances where the parolee will remain confined pending the Final Revocation Hearing, a statement for the reasons for continued confinement.

The Bureau has been pleased to note increasing media support for the use of parole supervision for nonviolent offenders as part of viable solution to New Jersey's problem of overcrowding in its penal and correctional facilities. Early parole, under close supervision as used in Michigan to relieve problems similar to New Jersey's, continues under consideration as a means of assisting in the solution of this State's overcrowding crisis.

DEVELOPMENTS

Subsequent to a negative decision by the Federal government on further funding for the Risk Assessment Study in which the Bureau had been involved, the Bureau was accepted for participation in the N.I.C.'s Model Probation/Parole Management System. An 18 month implementation plan has been devised and technical assistance has been made available. Periodic meetings are being held and selected staff members have attended orientation and training

sessions at N.I.C.'s Training Academy in Boulder, Colorado. Extraordinary efforts will be required to convert the Bureau's present system into that which has been proposed.

The Department's Annual Awards ceremonies followed a luncheon at the Italian-American Sportsmen Club. Parole Officer Anthony Goyden, assigned to District Office No. 6, Trenton, was the Bureau's selection as its recipient of this honor. A cross sampling of Bureau personnel were in attendance as Mr. Goyden accepted his award.

The Bureau's preliminary efforts toward re-accreditation have begun. Sections of the Administrative Manual have already been revised and updated. Other sections are presently under revision. A new numbering system and a change in some of the A.C.A. standards promise to make the re-accreditation process tedious. The present accreditation award expires in July 1983.

It has become much more difficult to detain parole violators in county facilities throughout the state due to the overcrowding problem. Releasing violators subsequent to police apprehension and upon the jail's refusal to accept on a parole warrant alone is becoming more common. The Attorney General's recent Opinion that the Department must pay for violators detained at the county facilities may ease the situation somewhat.

With the upgrading of clerical titles in the Districts, most of the Bureau's positions have undergone reclassification in the past two years. Many positions have been reclassified - some have not. The fact that the Bureau continues to lose experienced people to better paying positions in the Department, after training and experience with the Bureau, may be indicative of the caliber of Bureau employees.

Managerial and supervisory staff of the Bureau met with the Superintendents of the Youth Correctional Complex. The Deputy Commissioner chaired the meeting in which an animated discussion of information needs prevailed. Solutions to some problems were found. The Deputy Commissioner extended a standing invitation for the Bureau to request, through his office, a meeting with any and/or all Superintendents in efforts to clear lines of communication and allow a free flow of information.

PERSONNEL

As of June 30, 1982, the total complement of 270 staff members were distributed as follows:

Chief	1
Assistant Chief	1
Supervising Parole Officers	5
Volunteers in Parole Program (Supervisor of Volunteers and Senior Parole Officer)	2
Revenue (Senior Parole Officer)	1
Furlough Coordinator (Senior Parole Officer)	1
Statistics and Research (Senior Parole Officer)	1
District Parole Supervisors	9
Assistant District Parole Supervisors	11
Senior Parole Officers (Field and Institutional Parole Officers and Classification Team--County)	52
Supervisor, PROOF	1
Residential Parole Officers (PROOF)	7
Parole Officers	103
Clerical	<u>75</u>
Total	270

The termination of certain Federal funds translated into the position loss of a Research Specialist and the Senior Clerk Stenographer assigned to a need/risk assessment modification project.

Reduced state budget allotment resulted in the loss of two Assistant District Supervisor positions, a Program Development Specialist and the veteran Bureau employees (Messrs. Bergen, Walsh and VanNostrand) to other units in the Department.

Mrs. Gertrude Dale, Principal Clerk Stenographer, Institutional Parole Office, New Jersey State Prison, retired January 31, 1982 after 25 years of service to the Bureau.

Miss Julia Zebora, Parole Officer, District Office No. 5 retired March 31, 1982 after 25 years of service with the Bureau.

The Bureau welcomed eight VISTA workers who have been assigned to various operating units for a one year period. They are proving to be a valuable adjunct to staff.

The Bureau was saddened by the loss of Parole Officer Richard Downey who expired as a result of a heart attack on July 13, 1981.

Updated (as of June 30, 1981) Bureau Organizational chart follows.

N.J. DEPARTMENT OF CORRECTIONS
DIVISION OF POLICY & PLANNING

ORGANIZATIONAL CHART
BUREAU OF PAROLE
CENTRAL OFFICE

WILLIAM H. FAUVER, COMMISSIONER

Fred B. Holley
Chief 027191

Victor R. D'Ilio
Asst. Chief 027275

Josephine McGrath
Sec. Asst. II 027243

Donna Hobson
Princ. Clk. Steno. 027309

Julia Allen
Princ. Clk. Steno. 027296

Elsie Schipske
Sr. Clk. Transc. 027287

Stanley Magnes 027239
Supervising Par. Off.

James Dooley 027253
Supervising Par. Off.

Isabelle Levin 045193
Supervising Par. Off.

Dom. Sparaino 045192
Supervising Par. Off.

Howard Forrest 0271
Supervising Par. Off.

William Hamp 619689
Sr. Par. Off. Revenues
Donald L. Ide 027323
Sr. Par. Off. Statistics
Anthony Venanzi 612427
Sr. Par. Off. VIPP
Richard McCarron 612426
Sr. Par. Off. VIPP
Casework Analyst

Accreditation Manager
NCIC & NJCJIS
Clifford Corby 027452
Sr. Par. Off. - Field
Classification Team

Herbert Hecht 052551
Sr. Par. Off. Furlough
Institutional Parole
Officer Program
District Office #3
Red Bank
District Office #5
Elizabeth

District Office #6
Trenton
District Office #7
Camden
District Office #8
Atlantic City
Special Classification
Review Board

District Office #1
Clifton
District Office #4
Jersey City
Parole Resource Office
& Orientation Facility

District Office #2
East Orange
District Office #9
Newark
Administrative Manu
Write - Rewrite

CASELOAD

As of June 30, 1982, a total of 9,633 cases were reported under the supervision of the Bureau of Parole by its various components. This represented a total increase of 540 cases during the course of the fiscal year. District caseloads as of June 30, 1982 were as follows:

DO#1 - 1353	DO#6 - 946
DO#2 - 1148	DO#7 - 936
DO#3 - 1150	DO#8 - 954
DO#4 - 1031	DO#9 - 1053
DO#5 - 920	*COSF - 132

Bureau Total - 9,623

*COSF does not entail supervision - rather it is a caseload of inmates "max cases" and New Jersey parolees residing out of state with revenue obligations being handled by the Parole Bureau as part of its legislated responsibilities.

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 by the paroling authority on Bureau's recommendations:

<u>Type of Commitment</u>	<u>Granted</u>	<u>Denied</u>	<u>Total</u>
Prison	102	19	121
Young Adult	73	66	139
Juvenile	<u>31</u>	<u>0</u>	<u>31</u>
Total	206	85	291

PROBABLE CAUSE HEARINGS

Probable Cause Hearings: This hearing, mandated by the Supreme Court *Morrissey vs. Brewer* Decision, 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 our 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 a Supreme Court Decision, the following tabulation of Probable Cause Hearings and Decisions was compiled in Fiscal 1982:

a. Hearing requested and hearing held	762
b. Hearing waived and hearing held	52
c. No response from parolee and hearing held	695
d. Hearing waived and no hearing held	221
e. Probable cause found and formal revocation hearing to follow	1521
f. Continuation of parole recommended although valid violations determined	179
g. Continuation on parole -- no valid violations determined	22
h. Other	8
Total hearings scheduled (columns a+b+c+d)	<u>1730</u>
Probable Cause found and revocation hearing to follow	1521 (87.9 percent)

DISTRICT PAROLE SUPERVISORS' DECISIONS:

<u>DO#</u>	<u>Authorization to Continue on Parole</u>	<u>Continue on Bail*</u>
1	72	268
2	246	155
3	391	266
4	407	219
5	285	190
6	194	140
7	213	225
8	68	132
9	<u>145</u>	<u>142</u>
Totals	2021	1737

*Prosecutors did not request probable cause action. Bureau currently lacks authority to act regardless of circumstances surrounding offense.

RATIO OF FIELD TO OFFICE TIME

The following chart indicates the hours and percentage of officers' time spent in the office as compared to field in Fiscal 1982.

<u>Month/Year</u>	<u>Office</u>	<u>Field</u>	<u>Total</u>
July 1981	8,229	9,092	17,321
August	7,527	8,392	15,919
September	8,111	8,952	17,063
October	7,715	9,186	16,901
November	6,389	7,717	14,106
December	7,603	8,361	15,964
January 1982	7,879	7,729	15,608
February	6,851	7,931	14,782
March	8,433	9,637	18,070
April	7,616	8,646	16,262
May	7,521	8,684	16,205
June	<u>8,077</u>	<u>9,190</u>	<u>17,267</u>
Totals	91,951	103,517	195,468
Percent	47%	53%	100%

TREATMENT

As of June 30, 1981, the New Jersey Rehabilitation Commission indicated that it was servicing a total parole caseload in Newark of 134 cases of which 90 were on Active status and 44 on Referred status. Although the 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 533 contacts after normal working hours.
DO#2 - Staff made total of 41 contacts after normal working hours.
DO#3 - Staff made total of 215 contacts after normal working hours.
DO#4 - Staff made total of 58 contacts after normal working hours.
DO#5 - Staff made total of 37 contacts after normal working hours.
DO#6 - Staff made total of 88 contacts after normal working hours.
DO#7 - Staff made total of 156 contacts after normal working hours.
DO#8 - Staff made total of 272 contacts after normal working hours.
DO#9 - Staff made total of 449 contacts after normal working hours.

Bureau staff made a grand total of 1,849 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 106 reviews were completed, resulting in 4 (3.8 percent) unsatisfactory ratings. An unsatisfactory rating is to be followed for 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.

COMPREHENSIVE EMPLOYMENT AND TRAINING ACT (CETA)

As the result of Bureau referrals, it was determined that at the end of June 1982, 814 parolees had been accepted in one of the CETA programs.

FURLOUGH/HOME VISIT/WORK/STUDY PROGRAM

Since the reinstitution of the Furlough Program in March of 1976, the Bureau of Parole has provided the essential field investigation and monitoring for this form of pre-parole community release which previously had been missing from the Program. The Bureau's involvement: insuring uniformity and consistency in operating procedures, providing for the protection of the community by conducting field investigation of furlough destinations, notifying law enforcement authorities regarding each furlough, and providing feedback to the Institutional Classification Committees; has contributed in large measure to the Program's high success rate for the past six years.

The Bureau's initial responsibilities represented a relatively moderate increase in workload for the District Offices, but most recently, there has been a dramatic acceleration of the demands on the time of District Office personnel in fulfilling the various field functions involved with the pre-parole community release programs. The reasons are two-fold. First of all, there has been an increase in the number of these programs; to the original field duties of the Furlough and Work/Study Release Program, comparable field responsibilities have been added for the Residential Community Release Program ("Purchase of Services" Half-Way Houses) and the Juvenile Home Visit Program, both during 1980. The second reason for the large increase in workload is the significant increase in each of the programs.

Thus: our last annual report listed increases, generally, in excess of 40%; this year, our reported activity registers additional increases almost as great. For the Adult Furlough Program, completed initial investigations

of Furlough Destinations for inmates from both Institutions and Half-Way Houses totaled 1570, an increase of 33.5%; disapprovals increased by 57 to a total of 211, with the rejection rate remaining at slightly over 13%; there were 2832 follow-up investigations at furlough addresses or police departments (+58.7%); and a total of 1670 telephone "check-in" calls (+65.7%) were received from furlougees by the nine District Offices and the staff of PROOF.

Activity in the Juvenile Home Visit Program included the completion of 187 initial investigations, an increase of 27.2%, consisting of 148 approvals and 39 disapprovals. This rejection rate of almost 21% was primarily due to parental refusal to accept the juveniles home for visits. The nine District Offices initiated a total of 363 follow-up investigations at the home address or with local police agencies subsequent to the initial investigations, and in conjunction with the staff at PROOF, received 238 "check-in" telephone calls; these figures represent tremendous increases of 377.9% and 440.9% in activity compared to the previous year.

All of the above activity in both the Adult Furlough Program and in the Juvenile Home Visit Program required the driving of 30,093 miles and the spending of 4413½ hours, increases of 21.4% and 22.3% in mileage and time expenditure.

Expansion of District Office effort in the Work Release Program was even more dramatic, primarily due to the larger number of investigations of work release sites required for inmates housed at Half-Way Houses. All of the District Offices were involved to some extent during the year, completing 129 investigations (+134.6%) of which 21 were disapproved. This work involved driving a total of 2397 miles and spending a total of 927 hours, increases of 34.9% and a 472.2% in mileage and time expenditure as compared to the previous fiscal year. The only aspect of this Program which represented a diminution of District Office responsibility was that of on-going field monitoring of the work releasees. Work Release Standards no longer assign this monitoring to the Bureau of Parole, except at the special request of an institution. During the past fiscal year, no such requests were made and, therefore, no monitoring was performed by the District Offices.

All indications point to even greater volume of activity for the Bureau in the various pre-parole Community Release Programs. With the increase of population in the institutions, the number of furloughs (and investigations) is likely to increase due to the comparable increase in the number of eligible inmates. Anticipated involvement with the home visits of juveniles at Skillman, Turrell and the Juvenile Community Resident Centers is likely to mean, at a minimum, a doubling of District Office workload in this Program. The contractual Half-Way House Program may continue to increase, requiring additional furlough and work release site investigations. And, finally, a contemplated new program, providing for work release participation for state inmates housed at county

facilities, will require initial investigations as well as on-going monitoring by those Districts which cover counties having Work Release Programs.

It would certainly appear that more help will be needed for this work in the District Offices.

	INVESTIGATIONS COMPLETED								Mileage	Hours
	INITIAL						Follow-up (Home or P.D.)			
	Home and P.D.		Dis-approvals		Rejection Rate (%)					
1980 - 1981	Adult	H.V.	Adult	H.V.	Adult	H.V.	Adult	H.V.		
July 1980	92	-	10	-	10.9	-	110	-	1380	229
Aug. 1980	92	-	5	-	5.4	-	107	-	1857	269
Sept. 1980	89	-	10	-	11.2	-	142	-	1228	261
Oct. 1980	74	-	8	-	10.8	-	101	-	1558	271
Nov. 1980	80	-	12	-	15.0	-	164	-	1819	237
Dec. 1980	107	20	20	4	18.7	20.0	135	2	2011	290
Jan. 1981	84	18	16	4	19.0	22.2	129	7	2252	331
Feb. 1981	95	21	20	5	21.0	23.8	135	17	2445	253
Mar. 1981	115	12	12	4	10.4	33.3	186	15	2985	423½
Apr. 1981	110	15	12	3	10.9	20.0	192	9	2088	292
May 1981	101	38	11	9	10.9	23.6	193	11	2439	329
June 1981	137	23	18	1	13.1	4.3	190	15	2720	424
(Avg. Per Mo.)	(98.0)	(21.0)	(12.8)	(4.3)	-	-	(148.7)	(10.9)	(2065.2)	(300.8)
TOTALS	1176	147	154	30	13.1	20.4	1784	76	24782	3609½
COMPARISONS										
% Increase	33.5%	27.2%	37.0%	30.0%	-	-	58.7%	378%	21.4%	22.3%
% Decrease										
1981 - 1982										
July 1981	119	30	21	8	17.6	26.7	203	46	2646	372
Aug. 1981	116	18	16	4	13.8	22.2	241	24	2418	354
Sept. 1981	132	20	17	2	13.0	10.0	224	31	2776	403
Oct. 1981	129	16	12	7	9.3	43.8	227	29	2056	343½
Nov. 1981	106	11	16	2	15.1	18.2	223	23	2016	324
Dec. 1981	122	10	13	0	10.7	0.0	302	41	2088	326
Jan. 1982	136	20	19	5	13.9	25.0	222	17	3062	421
Feb. 1982	125	15	25	3	20.0	20.0	209	49	2406	367
Mar. 1982	174	17	17	4	9.8	23.5	233	24	2833	373
Apr. 1982	115	5	15	1	13.0	20.0	255	37	2155	352
May 1982	146	16	16	3	11.0	18.8	250	23	3129	382
June 1982	150	9	24	0	16.0	0.0	241	19	2508	396
(Avg. Per Mo.)	(130.8)	(15.6)	(17.6)	(3.3)	-	-	(236.0)	(30.3)	(2507.8)	(367.8)
TOTALS	1570	187	211	39	13.4	20.9	2832	363	30093	4413½

INSTITUTIONAL PAROLE PROGRAM

Institutional Parole Offices located at the following Institutions provide necessary services between the institution and field staff to effect a smooth, scientific reentry into the community by over 3,500 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.

	<u>Pre-Parole Interviews</u>	<u>Inmate Requested Interviews</u>	<u>Released On Parole</u>	<u>Parole Classes</u>	<u>Orientation Classes</u>
NJSP	2681	1175	942	399	32
YRCC	1182	1501	510	167	64
YCIB	1311	1175	535	78	52
YCIA	1112	2289	880	165	11
TS-J	777	864	358	165	21
*TS-SK	239	426	67	57	--
**CIW	<u>589</u>	<u>1762</u>	<u>241</u>	<u>173</u>	<u>43</u>
Totals	7891	9192	3533	1204	223

* Institutional Parole Office established October, 1981.

** Includes assists at YCIA.

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

<u>D.O.</u>	<u>Preparole Interviews</u>	<u>Parole Classes</u>	<u>Parole Releases</u>
DO#1	56	37	115
DO#2	127	47	36
DO#3	91	22	24
DO#4	61	50	40
DO#5	10	1	1
DO#6	76	158	158
DO#7	33	50	48
DO#8	43	29	19
DO#9	75	113	95
Totals	572	507	536

PAROLE ADVISORY COMMITTEE

Conceptualized in the early months of 1977, the Parole Advisory Committee has grown to maturity rapidly and for good reason.

The Committee is composed of representatives of every operating component in the Bureau and draws its participants from all levels of staff.

It is a forum for problem presentation and mutual exchange of ideas. Situations that do not lend themselves to ready resolution are researched for later discussion and policy development.

Anyone in the Bureau may raise issues, problems or ideas through their representatives. Through the minutes of these meetings policy is distributed uniformly throughout the state.

Begun experimentally, meetings are still held as required in order to resolve pertinent current issues and dispel unfounded rumors.

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, 1982, the Districts reported the following team involvement:

- DO#1 - One team of two officers, three teams of three, one team of five.
- DO#2 - Three teams of four each, one team of three.
- DO#3 - Three of four each, one of three.
- DO#4 - Four teams of four each.
- DO#5 - Two teams of three each.
- DO#6 - One team of three, two of four each.
- DO#7 - One team of five, another of six.
- DO#8 - Three teams of three each.
- DO#9 - Two teams of five each, one 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 assignments, status assignments, changes, degree of supervision, VIPP matchups, discharge consideration and like matters.

PAROLEE EARNINGS (Calendar 1981)

During calendar year 1981, 11,998 parolees under supervision earned \$33,166,411, an increase of \$3,845,172 over earnings for calendar year 1980.

Forty-seven percent (5,720) 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 week to the full year) and twenty-five percent (2,943) were unemployed throughout their entire period of supervision, although employable. The other twenty-eight percent (3,335) were classified as 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. In-Service Training: Training was held on the following regional basis with an Administrative Senior Parole Officer in each District responsible for the program on a rotating bi-monthly basis:

Region North: Districts 1, 4 and PROOF
Region Metro: Districts 2 and 9
Region Central: Districts 3 and 5
Region South: Districts 6, 7 and 8

Speakers at the training sessions were recruited from the Violent Crimes Compensation Board, Roche Laboratories, the State Parole Board, Correctional Information Systems and the Social Security Administration. Other presenters included the Bureau Chief, Revenue Coordinator, VIPP staff and the NCIC/SCIC entry operator.

B. Other Training Activities: Bureau staff interfaced with Probation Officers in a series of training sessions including Basic Guided Group Interaction, Advanced Guided Group Interaction, and Recognition and Treatment of the Alcoholic.

District staff provided orientation to field services every other month to Correction Officers attending formal training at the Academy.

Central Office provided a staff speaker on the responsibilities of the Bureau at each of the bi-monthly Departmental orientations.

The Bureau's Hispanic officers trained with other Hispanic professionals in a program sponsored by the Department of Health.

Selected staff members participated with staff of the Federal Parole and Probation Office in a session dealing with white collar crime. This tele-conference was held at the studios of New Jersey Public Television.

Selected Bureau staff were trained by the New Jersey State Police in terminal operations relative to NCIC/SCIC systems, CCH lookups, DMV information retrieval and C.I.S. entries.

The Bureau's designated Juvenile Service Coordinators attended several sessions involving staff from the Division of Youth and Family Services.

Bureau personnel attended various sessions at the Training Academy including stress awareness, suicide prevention, middle management and management for productivity seminars and a train the trainers course in behavior modification.

The entire Bureau supervisory and managerial staff received training in the Performance Appraisal System as presented by staff of the Bureau of Personnel.

Selected Central Office staff attended an update and refresher course on Title 2C.

Several staff members attended the Annual Conferences of Middle Atlantic States Correctional Association and the New Jersey Volunteers in Court and Correction.

Staff members involved in the Bureau's Core Team and the Client Management and Classification System Training Cadre were trained in concepts and methods at the N.I.C. Training Academy in Boulder, Colorado.

REVENUE PROGRAM

Revenue collection by the Bureau of Parole is authorized by recently (1981) enacted 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 \$25 to \$10,000 shall be 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 shall apply entirely to the penalty balance until paid off completely.

Restitution - in addition to penalty or penalties and/or fine, the court may award crime victims financial restitution for losses suffered. The State Parole Board may require that the parolee make full or partial restitution, the amount of which shall be 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 will be 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.

The following two pages provide a summary of collections to date, by District, type of revenue and totals. Further, it contrasts the collections of Fiscal Year 1982 with that of Fiscal Year 1981, the first two years of the Bureau's involvement in this type of responsibility.

	FY '81	FY '82	Total
District Office 1	Penalty <u>20</u> Restitution <u>-0-</u> Fine <u>2,465</u> Total Annual Collection <u>2,485</u>	Penalty <u>3,036.50</u> Restitution <u>225</u> Fine <u>4,360</u> Total Annual Collection <u>7,621.50</u>	10,106.50
District Office 2	Penalty <u>-0-</u> Restitution <u>-0-</u> Fine <u>5,555.50</u> Total Annual Collection <u>5,555.50</u>	Penalty <u>1,339</u> Restitution <u>-0-</u> Fine <u>9,556.45</u> Total Annual Collection <u>10,895.45</u>	District Total 16,450.95
District Office 3	Penalty <u>75</u> Restitution <u>280</u> Fine <u>5,490</u> Total Annual Collection <u>5,845</u>	Penalty <u>4,665</u> Restitution <u>1,460</u> Fine <u>19,990.30</u> Total Annual Collection <u>26,115.30</u>	District Total 31,960.30
District Office 4	Penalty <u>75</u> Restitution <u>-0-</u> Fine <u>12,340</u> Total Annual Collection <u>12,415</u>	Penalty <u>987</u> Restitution <u>100</u> Fine <u>10,783</u> Total Annual Collection <u>11,870</u>	District Total 24,285
District Office 5	Penalty <u>165</u> Restitution <u>-0-</u> Fine <u>3,449</u> Total Annual Collection <u>3,614</u>	Penalty <u>2,239.21</u> Restitution <u>-0-</u> Fine <u>4,620</u> Total Annual Collection <u>6,859.21</u>	District Total 10,473.21

	FY '81	FY '82	District Total
District Office 6	Penalty <u>95</u> Restitution <u>-0-</u> Fine <u>2,885</u> Total Annual Collection <u>2,980</u>	Penalty <u>1,405</u> Restitution <u>-0-</u> Fine <u>5,053.67</u> Total Annual Collection <u>6,458.67</u>	<u>9,438.67</u>
District Office 7	Penalty <u>-0-</u> Restitution <u>507</u> Fine <u>352</u> Total Annual Collection <u>859</u>	Penalty <u>1,613</u> Restitution <u>462.16</u> Fine <u>2,011</u> Total Annual Collection <u>4,086.16</u>	<u>4,945.16</u>
District Office 8	Penalty <u>115</u> Restitution <u>-0-</u> Fine <u>3,050</u> Total Annual Collection <u>3,165</u>	Penalty <u>4,170</u> Restitution <u>1,040.55</u> Fine <u>4,901</u> Total Annual Collection <u>10,111.55</u>	<u>13,276.55</u>
District Office 9	Penalty <u>-0-</u> Restitution <u>-0-</u> Fine <u>945</u> Total Annual Collection <u>945</u>	Penalty <u>455</u> Restitution <u>-0-</u> Fine <u>2,435</u> Total Annual Collection <u>2,890</u>	<u>3,835</u>
District Office 10	Penalty <u>450</u> Restitution <u>105</u> Fine <u>17,641</u> Total Annual Collection <u>18,196</u>	Penalty <u>11,542.19</u> Restitution <u>150</u> Fine <u>40,653</u> Total Annual Collection <u>52,345.19</u>	<u>70,541.19</u>
Bureau Accumulative Total	Penalty ----- <u>995</u> Restitution ----- <u>892</u> Fine ----- <u>54,172.50</u> <u>56,059.50</u>	<u>31,451.90</u> <u>3,437.71</u> <u>104,363.42</u> <u>139,253.03</u>	<u>32,446.90</u> <u>4,329.71</u> <u>158,535.82</u> <u>195,312.53</u>

PAROLE RESOURCE OFFICE AND ORIENTATION FACILITY

I. Statement of Purpose

The Parole Resource Office and Orientation Facility (PROOF) 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 nine District Offices statewide, which provides 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 counseling and community resource development.

An 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 other 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 efforts to reorganize or reintegrate with the community.

The residential setting permits extensive individual and group counseling; 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 reincarceration but rather as an intervention tool which might, when properly 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 Office is closed, a Parole Officer can be reached for information, advice and counseling.

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 institutional 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 2 of that year. Twelve and one-half years later, on June 30, 1982, we admitted the 1603 resident.

B. Utilization Rate

From July 1, 1981 to June 30, 1982 there were a total of 5475 resident days available. (15 beds x 365 days) Of this total, 4253 days were utilized. The Average Daily Population was 11.7 residents for an operating average of 77.68%. For the same period last year the facility operated at 78.94% of capacity with an average daily population of 11.9 residents. This represents an insignificant change in rate of utilization. The average occupancy rate for the previous five years (FY 77-81) has been 68.11%.

C. Admissions

On June 30, 1981 there were eleven parolees in residence at PROOF. From July 1, 1981 to June 30, 1982 there were one hundred sixty-six (166) admissions. The eleven in residence plus the one hundred sixty-six (166) admitted made a total of one hundred seventy-seven (177) residents serviced during the year. This is twenty-three less than last years total of 200.

D. Terminations

During the year there were one hundred sixty-four (164) terminations of residency leaving thirteen (13) parolees in residence as of June 30, 1982. These 164 cases spent a total of 4204 days in residence of an average length of stay of 25.6 days. This is up from last years average length of stay of 22.5 days.

Eighty-four (51.2%) of the terminations were by reason of relocation in the community. Twenety-nine (17.7%) were AWOL, failed to return and are presumed to have relocated in the community. Eight (4.9%) had been admitted on an emergency basis for the night only and were referred to the District Office for further assistance. Seven (4.3%) entered other residential programs more suited to their needs (drug, alcohol or hospital). Twenty-seven (16.5%) were asked to leave for various infractions of house rules ranging from curfew violations to assaulting staff members. The remaining nine (5.5%) were arrested; five on parole violation warrants issued by staff and the other four on new charges in the community.

E. Referrals

We received 282 referrals during the year which resulted in the above-noted 166 admissions. The breakdown of admissions according to referring

District Office and institutions of parole is shown in Table I which follows this narrative. District Office No. 4 provided the most admissions with forty-three.

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 Vocational Counseling Service, New Jersey State Employment Service, New Jersey Rehabilitation Commission, the Urban League, U.S. Armed Forces, Newark Service Agency, and Job Bank. (Almost all residents are usually successful in obtaining temporary employment on a daily basis through private agencies as Labor Pool, Olsten's, Thompson's Staff Builders and Manpower.

Staff also works to the best of its abilities in developing direct employment referrals for the residents. At the time of their termination, eighty-one (49%) 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 assists these individuals in applying for SSI or Welfare benefits as is appropriate.

B. Many residents have taken advantage of the education and training programs available 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 CETA 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, Gate Money Funds from the institution, Health Services Funds from Central Office, and the Mini-Grant Account under the Community Resources Specialist Project.

During the year we were able to provide financial assistance through Mini-Grant totalling \$153.35. A total of 40 grants were for transportation expenses. Some were for toilet articles and clothing. A few were for medical prescriptions.

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 the dental clinic and the Veneral 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. Counseling remains one of the most basic services which we provide the residents. The intensive, in-depth, 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 counseling. The assigned counselor meets with the resident at least weekly to review prior performance, identify problems and suggest corrective measures, and to assist the resident in planning in relocation.

F. Attendance at the weekly house meeting is required of all residents. Under the direction of RPO Serge Gremmo, the groups enters into free wheeling, open ended discussion of a wide range of topics. Meeting 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 Services

A. The hotline was established at PROOF on October 1, 1984. 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 four hundred eighteen calls; this is twenty-seven more calls than received last year and represents an average of 34.8 calls per month. Since the start of the hotline service we have received a total of 1729 calls.

Effective January, 28, 1982 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. Since January 28, 1982 we have responded to a total of 17 NCIC inquiries.

B. During the year we received 1290 furlough calls. More than double last years total of 617!! All calls are recorded and are held for verification by the District Furlough Coordinator.

V. Personnel

A. There are a total of nine staff positions assigned to PROOF. These include one Supervisor, Parole Residential Facility, seven Residential Parole Officers and one Senior Clerk Transcriber.

B. All positions were filled at the beginning and end of the fiscal year with no changes in personnel during the year.

VI. Public Relations

The reintegration of the parolee within his environment cannot be accomplished without the cooperation, assistance and support of the community. A good rapport with many agencies and individuals in the community is essential to the effective operation of the facility. Throughout the year we are in frequent contact with various employment placement agencies, social service agencies, medical facilities and private citizens. We believe we are fortunate in enjoying a good working relationship with the people most helpful and vital to our operations.

TABLE I

ADMISSION TO PROOF
BY DISTRICT OFFICE AND BY INSTITUTIONAL DESIGNATIONS
7-1-81 to 6-30-82

	TSBJ	YRCC	YCIA	YCIB	NJSP	OS	FY 82 TOTAL	FY 81 TOTAL
DO #1	1	2	3	2	14		22	29
DO #2		4	5	7	13	1	30	39
DO #3	1	5	9	5	13		33	18
DO #4		9	11	10	11	2	43	41
DO #5	1	5	1	5	3		15	24
DO #6		1	1	1	5		8	5
DO #7		2		1	1		4	5
DO #8					6	1	7	4
DO #9	1	1	1	1	11		15	35
FY 82 Total	4	29	31	32	77	4	177	XXX
FY 81 Total	10	24	46	28	90	3	XXX	200

SPECIAL PROJECTS

Reduced availability of Federal funding has dramatically reduced Bureau involvement in Special Projects.

Funding by the National Institute of Corrections Project involving the refinement of the Bureau's own Classification System was not extended for the extra year requested to enable staff to continue and complete this effort. Goals were to evaluate and validate the risk assessment device presently in use and to develop a needs assessment instrument as a companion tool. Instead, the NIC accepted the Bureau into its training/implementation program of Client Management Systems as originally developed for the state of Wisconsin. A Core Team has been established and trained in implementation procedures. Trainers were also selected and trained in methods of instructing Bureau staff in the new concepts. The Core Team continues to meet periodically to coordinate efforts and share information.

The Bureau has also been accepted by ACTION as a host agency in which it placed eight VISTA workers throughout its various units. These Volunteers In-Service to America serve full time with Bureau staff and receive a stipend and other benefits from the Federal government. They have been assigned to four different operating units and their contribution in a variety of activities is quite noticeable.

The Bureau's involvement in the TRAP (Treatment and Rehabilitation of the Addicted Prisoner) Program was also phased out during the past year as a result of the demise of Federal funds supporting the Program. Fortunately the Bureau had only one staff member involved in this Program who was quickly absorbed into the Bureau's operations involving the County Classification Team.

Presently the Bureau has no projects awaiting specialty funding.

VOLUNTEERS IN PAROLE PROGRAM

The Volunteers in Parole Program, an auxilliary component of the New Jersey Bureau of Parole, provides community volunteer services to parolees who are being reintegrated into society.

Volunteers are recruited from all walks of life and every attempt is made to match parolees with compatible volunteers. In addition, in 1981 New Jersey Colleges and Universities were solicited for students interested in participating as interns with the Bureau of Parole. The response was moderate, yet successful in most of the Districts involved.

Also, in April 1981 the Program contracted with the Federal Volunteer Agency, Action. The result was a Program Grant with VISTA. Presently there are eight VISTA volunteers with the Bureau who are working full time and receiving compensation in the form of a Federal subsistence allowance. The Grant is for one year.

As reported last year, the numbers of volunteers have been declining, primarily due to the lack of understanding by field staff in the use of volunteers, and accordingly, the neglect in matching available volunteers. Those areas where volunteers are employed have shown success. Every attempt to inform and educate the professional staff with volunteers is being made.

The Program is also suffering from the lack of appropriate funds to properly advertise for recruitment of volunteers. Contacts have been made during the year with the Department's Public Information Office.

Innovative ways to stimulate activity are being developed, as with a special referral setup with the Institutional Parole Officers at Jamesburg and Annandale-Skillman for the Southern Region. The referrals were begun in June and evaluation of their effect will be forthcoming.

In these times of prison overcrowding and insufficient manpower in the field, it would be expected that Bureau personnel would turn more actively toward the Volunteer Program for assistance. Efforts to motivate this course of action will continue. It is hoped that the Program's future in the coming year will be brighter.

The following table will provide a statistical look at the Program.

As of July 1, 1982

District Office	Assigned	Unassigned	Inactive	Special Service	Total Assigned	Total Available	Total Volume	Percent Assigned
1	0	4	0	1	0	5	5	0%
2	0	1	0	0	0	1	1	0%
3	5	7	0	0	5	7	12	41.6%
4	0	0	0	0	0	0	0	0%
5	4	3	5	0	4	8	12	33.3%
6	10	5	5	2	10	12	22	45.4%
7	7	5	6	0	7	11	18	38.8%
8	4	10	5	0	4	15	19	21%
9	0	0	0	0	0	0	0	0%
TOTAL	30	35	21	3	30	59	89	33.7%

1981	39	55	37	9	43	117	160	26.8%
1982 Differential	-9	-20	-16	-6	-13	-58	-71	+6.9%

COUNTY IDENTIFICATION TEAM

In August, 1981 the Department of Corrections created a special task force to address the problem of identifying state inmates who were housed in various county jails and awaiting transfer into appropriate state correctional facilities. Included on this task force was a representative of the Bureau who would consult with correction officials regarding all resulting parole issues.

Beginning November 2, 1981 a Senior Parole Officer representing the Bureau joined the County Identification Team to attend to parole matters. It was anticipated that this representative would address those problems indigenous to the county jail situation. Staffing of this position brought further hope of relieving the additional burdens accruing to the Districts since the onset of the overcrowding problem.

A recently created unit within the Bureau of County Jail Services, the Team has functioned as an operational field unit, visiting the various correctional facilities throughout the state and attempting to resolve all problems peculiar to housing state inmates awaiting transfer into an overcrowded correctional system. Its primary responsibility has been to identify state inmates and to initiate classification of these inmates--first, by gathering information and then by securing pre-sentence and commitment reports. The role of the Senior Parole Officer assigned to the Team has been to coordinate this identification/classification process with the needs of the Bureau.

Thus far, most duties have paralleled those performed by the Team. At times the Senior Parole Officer has functioned as a Senior Classification Officer; preparing an inventory of paper work and insuring proper identification of inmates processed at the county level. Approximately 1500 inmates have been processed and 125 pre-parole interviews conducted in an eight month period ending June 30, 1982.

Since its inception, the Team's procedures and practices have been subject to significant fluctuations, making it difficult to define its overall role, duties and responsibilities. Recently, it has been agreed that the Team will provide assistance to the State Parole Board as well, primarily and ultimately responsible for material needed to conduct monthly parole hearings. Priorities are continually addressed, redefined and implemented in order to accommodate the ever-increasing demand for services.

The ambiguity inherent in such a system has impacted on parole services. Presently, the Team's activities are determined by the prevailing situation existing at the various county facilities. Priorities are influenced by numerous variables, including court-mandated transfers, State Parole Board parole eligibility dates and the Team's normal processing cycle. It is imperative that careful attention be given to the Team's overall role while continuing to provide fair and consistent services to the Bureau.

PUBLIC RELATIONS

Public relations are emerging as an ever-increasing necessary and important function of the Bureau in view of the fact that parole failures are well publicized and parole successes are usually noted only by the Bureau and the clients involved (most of whom are, understandably not desirous of publicizing their specific situations). However, in view of recent budgetary cutbacks in the face of an increasingly complex range of responsibilities, emphasis must be placed on educating the public as to the role that the Bureau of Parole plays in New Jersey today.

A random sampling of some of the direct contacts with the community where impact is notable indicates the following specific persons or agencies as recipients:

Delaware Valley Law Enforcement Association
Tri-State Association of Criminal Investigators
Rutgers University
Hispanic Health and Mental Health Association of Camden
Frontiers International
Cape May County Investigators Association
Deborah Hospital
Salvation Army
H.O.P.E.
Hispanic Coalition on Alcohol and Drug Abuse
Essex County Mental Health Association
Peter W. Rodino Institute of Criminal Justice
N.J. Association for Ex-Offender Employment Services
Somerset Chaplaincy Council
Camden County College
Passaic Rotary Club
Essex County College
Joint Connection
N.J. Association on Corrections
Kiwanis Club of Warren County
Monmouth County Police Academy
Glassboro State College
Violent Crimes Compensation Board

and a variety of police departments, probation departments, prosecutor offices, mental health facilities, school and other community agencies.

In addition, District Office No. 9's District Parole Supervisor Patterson was appointed to the Advisory Board of the Union County Vicinage which is studying and making recommendations concerning programs of the Union County Probation Department.

WCAU, T.V., the CBS affiliate in Philadelphia, arranged with staff of District Office No. 7 to video-tape program segments done on V.I.P. Siddons Harper.

The Asbury Park Press carried a comprehensive story on the responsibilities of the Bureau and a day of a Parole Officer.

PROOF received very favorable publicity of their activities in the Jersey Journal.

V.I.P. Francois Progrin (District Office No. 8) along with Supervising Parole Officer Levin and Senior Parole Officer Thornton appeared on cable T.V. 2's "Talking With Sonny" show and gave a half hour presentation on the V.I.P. Program.

District Parole Supervisor Kraus (District Office No. 6) appeared on WKXW-AM radio call-in show on the featured topic, "Paroles Role in the Criminal Justice System."

....And growing support in the printed media for the use of parole for non-violent offenders as one means of solving the states overcrowding problem.

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 small margin of error must be allowed.

The Central Office Special File (COSF) has been defined to include only those New Jersey cases residing out-of-state with a revenue obligation existing in New Jersey, whether or not the time portion of their sentence has expired. Certain inmates who have begun, but not completed, revenue payments are also included on this caseload. Those cases traditionally comprising the COSF are now being supervised by the District Offices. As these present COSF cases are responsible to the Bureau only relative to their revenue obligation, we have not, as yet, refined manual record keeping to determine which ones may be missing rather than simply delinquent in payment.

CASELOADS (See Table 1)

On June 30, 1982, the Bureau of Parole was responsible for the supervision of 9,491 cases in New Jersey and 132 cases in the Central Office Special File, with a grand total of 9,623. During the fiscal year, 14,356 cases were actively supervised by the Bureau 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)

Returns to institutions by new commitments and technical violations during the 1981-82 Fiscal Year totaled 9.9 percent on the Bureau's entire caseload. The court commitment/recommitment equaled 4.0 percent while the technical violations rate equaled 5.9 percent of the total rate cited above. These figures represent no changes in commitments/recommitments over the past fiscal year and a decrease of .1 percent in technical violation rate. The overall rate drifted downward from 10.0 percent in Fiscal 1981 to 9.9 percent in Fiscal 1982, an overall decrease of .1 percent.

MISSING CASES (See Tables 3 and 3A)

The percentage of missing cases, in relation to total Bureau caseload, totaled 10.9 percent. Parolees from the Youth Correctional Institution at Bordentown had the largest percentage of missing cases (15.6 percent); however, the caseload from Clinton was close behind with 12.0 percent. The caseload from the Training School for Girls has become so small that it disallows reasonable comparison with the other institutions.

SUPERVISION (See Table 4)

In the course of supervising the Bureau's caseload during Fiscal 1982, Bureau field staff made a grand total of 237,349 contacts. An addition 17,193 investigation contacts were made. State vehicles assigned to Districts were driven a total of 831,100 miles in spite of difficulties encountered, in many instances, with service, repairs and car shortages. A total of 103,881 hours or 53.3 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 now reliant solely on its own components for information to compile statistical data. Statistics on numbers and activities of New Jersey cases paroled out-of-state have, by administrative action, been eliminated from the Bureau of Parole's reports. Attempts to further refine our statistics have not been completely successful; with manual data gathering, and turnover in personnel, a margin of error still exists.

TABLE #1

TOTAL CASES UNDER SUPERVISION - FISCAL YEAR 1981-82 (BY INSTITUTIONS)

INSTITUTION	IN NEW JERSEY				CENTRAL OFFICE SPECIAL FILE				TOTAL
	Under Supervision 7/1/81	*Total Cases Added	*Total No. Supervised 1981-82	Under Supervision 6/30/82	Under Supervision 7/1/81	*Total Number Added	*Total No. Supervised 1981-82	Under Supervision 6/30/82	Under Supervision 6/30/82
Training School for Girls	26	27	53	31	0	0	0	0	31
Training School for Girls, Skillman	0	8	8	7	0	0	0	0	7
Correctional Institute for Women	303	191	494	327	5	19	24	13	340
Training School for Boys	297	381	678	434	0	0	0	0	434
Training School for Boys, Skillman	0	163	163	99	0	0	0	0	99
Youth Correctional Institution, Annandale	1,318	792	2,110	1,455	1	23	24	6	1,461
Youth Correctional Institution, Bordentown	1,461	597	2,058	1,439	3	33	36	13	1,452
Youth Reception & Correction Center	1,259	665	1,924	1,277	3	67	70	55	1,332
State Prison	3,689	1,759	5,448	3,807	27	100	127	43	3,850
Midstate Correctional Facility	0	0	0	0	0	0	0	0	0
Adult Diagnostic & Treatment Center	67	29	96	70	0	2	2	1	71
Out-of-State Cases in New Jersey (Male)	525	289	814	472	0	0	0	0	472
Out-of-State Cases in New Jersey (Female)	23	14	37	22	0	0	0	0	22
County (Male)	108	81	189	51	1	0	1	1	51
County (Female)	0	0	0	0	0	0	0	0	0
TOTAL	9,076	4,996	14,072	9,491	40	244	284	132	9,623
Under Supervision (1981)	<u>9,076</u>				<u>40</u>				9,116
Total Cases Added*		<u>4,996</u>				<u>244</u>			5,240
Total Number Supervised			<u>14,072</u>				<u>284</u>		14,356
Under Supervision (1982)				<u>9,491</u>				<u>132</u>	9,623

*Figures include cases involving transfers between Districts.

TABLE #2

NUMBER AND PERCENT OF VIOLATORS
BY DISTRICT AND SEX
BASED ON TOTAL NUMBER SUPERVISED

- FISCAL 1981-1982 -

MALE

District	Total Number Supervised During Year*	Number and Percent of Violators				TOTAL	
		Committed or Recommitted		Returned as Technical Vio.		Number	Percent
1. Clifton	1,774	112	6.3%	57	3.2%	169	9.5%
2. East Orange	1,572	53	3.4%	101	6.4%	154	9.8%
3. Red Bank	2,158	87	4.0%	131	6.0%	218	10.1%
4. Jersey City	1,403	54	3.8%	95	6.7%	149	10.6%
5. Elizabeth	1,381	53	3.8%	91	6.5%	144	10.4%
6. Trenton	1,318	36	2.7%	138	10.4%	174	13.2%
7. Camden	1,309	53	4.0%	102	7.8%	155	11.8%
8. Atlantic City	1,240	60	4.8%	52	4.2%	112	9.0%
9. Newark	1,325	53	4.0%	28	2.1%	81	6.1%
10. Central Office (Special File)	260	0	0%	0	0%	0	0%
TOTAL MALE	13,740	561	4.1%	795	5.8%	1,356	9.9%

FEMALE

1. Clifton	84	3	3.5%	6	7.1%	9	10.7%
2. East Orange	66	1	1.5%	3	4.5%	4	6.0%
3. Red Bank	86	0	0%	6	6.8%	6	6.8%
4. Jersey City	74	2	2.7%	7	9.4%	9	12.1%
5. Elizabeth	60	0	0%	8	13.3%	8	13.3%
6. Trenton	81	0	0%	11	13.5%	11	13.5%
7. Camden	38	1	2.6%	1	2.6%	2	5.6%
8. Atlantic City	41	1	2.4%	3	7.3%	4	9.6%
9. Newark	62	1	1.6%	1	1.6%	2	3.2%
10. Central Office (Special File)	24	0	0%	0	0%	0	0%
TOTAL FEMALE	616	9	1.5%	46	7.5%	55	8.9%
GRAND TOTAL	14,356	570	4.0%	841	5.9%	1,411	9.9%

*Figures include inter-office transfer of cases.

TABLE 2A

PERCENTAGE OF RETURNS TO INSTITUTIONS
 BASED ON TOTAL NUMBER SUPERVISED
 BY DISTRICT

	1	2	3	4
DISTRICT	Total Number Supervised	Committed or Recommitted	Technical Violators	Total
1. Clifton	1,858	6.2%	3.4%	9.6%
2. East Orange	1,638	3.3%	6.3%	9.6%
3. Red Bank	2,244	3.9%	6.1%	10.0%
4. Jersey City	1,477	3.8%	6.9%	10.7%
5. Elizabeth	1,441	3.7%	6.9%	10.6%
6. Trenton	1,399	2.6%	10.7%	13.3%
7. Camden	1,347	4.0%	7.6%	11.6%
8. Atlantic City	1,281	4.8%	4.3%	9.1%
9. Newark	1,387	3.9%	2.1%	6.0%
10. Central Office (Special File)	284	0%	0%	0%
TOTAL	14,356	4.0%	5.9%	9.9%

TABLE #2B

PERCENTAGE OF RETURNS TO INSTITUTIONS
 BASED ON TOTAL NUMBER SUPERVISED
 FOUR-YEAR COMPARISON

Committed or Recommited					Technical Violators					Total			
1979	1980	1981	1982		1979	1980	1981	1982		1979	1980	1981	1982
3.3%	2.4%	4.0%	4.0%		7.9%	8.5%	6.0%	5.9%		11.2%	11.4%	10.0%	9.9%

TABLE #3

RECORD OF MISSING CASES
BY INSTITUTION

Institution	Total on Parole on 6/30/82	Missing as of 6/30/81	Became Missing Between 7/1/81 and 6/30/82	Total Missing	Accounted for Between 7/1/81 and 6/30/82	Total Missing 6/30/82	Net Difference	Percent of Missing in Relation to Caseload on 6/30/82
Training School for Girls	31	4	4	8	5	3	-1	9.7%
Training School for Girls, Skillman	7	0	1	1	0	1	+1	14.3%
Correctional Institute for Women	340	49	30	79	38	41	-8	12.0%
Training School for Boys	434	11	33	44	15	29	+18	6.7%
Training School for Boys, Skillman	99	0	4	4	3	1	+1	1.0%
Youth Correctional Institute, Annandale	1,461	181	135	316	128	188	+7	12.9%
Youth Correctional Institute, Bordentown	1,452	224	138	362	136	226	+2	15.6%
Youth Reception & Correction Center	1,332	153	87	240	99	141	-12	10.6%
State Prison	3,850	376	271	647	242	405	+29	10.5%
Midstate Correctional Facility	0	0	0	0	0	0	0	0%
Adult Diagnostic & Treatment Center	71	5	0	5	3	2	-3	2.9%
Out-of-State: Male	472	13	32	45	32	13	0	2.8%
Female	22	0	2	2	2	0	0	0%
County: Male	51	5	4	9	6	3	-2	5.9%
Female	0	0	0	0	0	0	0	0%
TOTAL	9,623	1,021	741	1,762	709	1,053	+32	10.9%

TABLE #3A

RECORD OF MISSING CASES
BY DISTRICT

District	Caseload on 6/30/82	Missing as of 6/30/81	Became Missing Between 7/1/81 and 6/30/82	Total Missing	Accounted for Between 7/1/81 and 6/30/82	Total Missing On 6/30/82	Net Difference	Percent of Missing in Relation to Caseload on 6/30/82
1. Clifton	1,353	163	102	265	84	181	+18	13.4%
2. East Orange	1,148	114	115	229	121	108	-6	9.4%
3. Red Bank	1,150	122	35	157	30	127	+5	11.0%
4. Jersey City	1,031	152	139	291	141	150	-2	14.5%
5. Elizabeth	920	89	75	164	68	96	+7	10.4%
6. Trenton	946	110	108	218	112	106	-4	11.2%
7. Camden	936	71	48	119	44	75	+4	8.0%
8. Atlantic City	954	69	50	119	32	87	+18	9.1%
9. Newark	1,053	131	69	200	77	123	-8	11.6%
10. Central Office (Special Files)*	132	0	0	0	0	0	0	0%
TOTAL	9,623	1,021	741	1,762	709	1,053	+32	10.9%

*See note on page 37 regarding redefinition of C.O.S.F. and resulting effects.

TABLE #4

SUMMARY OF DAILY RECORDS OF ACTIVITIES

District Offices	FIELD AND OFFICE CONTACTS													REPORTS SUBMITTED						SUMMARIES SUBMITTED (6)				HOURS		MILEAGE	
	TYPE OF CONTACT (1)									SUPERVISION (2)			INVESTIGATION (3)		SUPERVISION (4)		INVESTIGATION (5)										
	C	E	H	N	O	S	*PCH	*RH	P	PO	R	P	N	F-19	F-21	AR	PP	SR	DR	OA	TR	TS	Office	Field	State	Personal	
DO#1	7392	381	8095	1852	8429	45	156	63	11489	13009	1663	1803	491	2401	2871	--	906	115	31	1	--	116	166	12765	13781	135701	4383
DO#2	7459	173	5216	3101	7719	--	67	33	11576	13001	786	1284	662	2723	2382	1	834	300	18	11	--	121	173	11372	13318	49935	413
DO#3	11949	413	8180	1739	12542	29	167	114	14586	17438	2149	2447	567	2307	2734	--	1130	250	30	6	1	160	140	11592	13980	152746	116
DO#4	15020	262	6138	2387	7730	5	239	104	12657	17537	3391	1677	486	2223	3646	3	761	245	24	35	--	111	163	11475	12292	62931	---
DO#5	4272	113	4657	1025	4858	14	73	44	7400	9255	641	1510	315	1184	2006	25	700	166	23	7	9	110	86	8025	7436	55322	461
DO#6	9703	600	6748	1502	7620	55	192	111	9661	14298	2382	1140	266	1947	2590	--	645	328	12	113	--	112	135	9742	11048	97010	176
DO#7	9801	202	4719	1548	11596	9	146	77	9841	16056	2326	1090	408	1456	2961	10	759	92	22	37	--	83	120	9862	9967	89390	---
DO#8	5914	312	3828	1107	7225	27	119	59	7182	9420	2411	1277	326	1258	1504	27	677	280	6	98	2	68	94	7630	8638	140272	---
DO#9	7057	599	10717	977	7637	168	69	24	10200	16185	809	1117	324	2232	2162	--	615	143	--	12	--	74	118	8573	13421	36750	5494
TOTAL	78567	3055	58298	15238	75356	352	1228	629	94592	126199	16558	13345	3845	17731	22856	66	7027	1919	166	320	12	955	1195	91036	103881	820057	11043
GRAND TOTAL	232,723								237,349			17,190		40,587		9,012		2,648				194,917		831,100			

Legend:

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

