

P E N N S Y L V A N I A

Board of Probation and Parole

1992 and 1993 Annual Report

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U.S. Department of Justice
National Institute of Justice

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ROBERT P. CASEY, Governor
Commonwealth of Pennsylvania

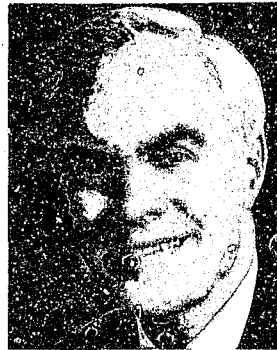
AILEEN CASTOR, Chairman
Board of Probation and Parole



NCJRS

MAR 29 1995

COMMUNICATIONS



The Pennsylvania Board of Probation and Parole plays an important part in the criminal justice process. It determines when criminal offenders are ready to be released from prison and, once released, helps them readjust to life on the outside. Additionally, if released offenders violate the terms of their parole, it is the Board's responsibility to recommend that they be sent back to jail.

Certainly government has no greater responsibility than protecting the public safety of its citizens. The Board of Probation and Parole is vital to this endeavor by working to minimize the recurrence of criminal behavior by former offenders and, indeed, make them contributing members of society.

It is therefore my pleasure to salute the men and women of the Pennsylvania Board of Probation and Parole for their loyal service to the Commonwealth in the ongoing effort to keep our homes, our businesses and our streets safe and secure.

A handwritten signature in cursive script that reads "Robert P. Casey".

Robert P. Casey
Governor



COMMONWEALTH OF PENNSYLVANIA
BOARD OF PROBATION AND PAROLE
Box 1661 HARRISBURG, PA 17105-1661

OFFICE OF THE CHAIRMAN

CHAIRMAN'S MESSAGE



Since our last report in 1991, I was honored to be named Chairman of our fine Agency. We have continued our efforts in achieving the Governor's goals of a drug-free Pennsylvania. Additionally we have maintained our commitment to reducing prison overcrowding, while maintaining community safety as our highest priority. All of this was done without significant increases in resources appropriated to the Agency. We continue our efforts in (a) the implementation of wide ranging intermediate sanctions as incarceration alternatives for parole violators, (b) the use of special intensive supervision programs, (c) the use of half-way back programs for parole violators, and (d) in the provision of treatment opportunities for rehabilitation.

As your new Chairman, my pledge is to lead this Agency toward parole 2000. This concept includes developing innovative supervision techniques, management strategies, and adequate resources to meet the challenges of the coming new century. A great Agency must evolve and become even more adaptable as future changes impact on it. I trust in and value each and every one of our hard-working staff members.

I want to thank you who have labored so diligently. It was your effort over the last two years which kept our service delivery and public protection effective. I applaud and appreciate your efforts and I am sure the public we serve also appreciates and recognizes our efforts.

Respectfully,

A handwritten signature in cursive script, appearing to read "Allen Castor".

Allen Castor
Chairman
Pennsylvania Board of Probation and Parole

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THE PENNSYLVANIA BOARD OF PROBATION AND PAROLE
IS AN EQUAL OPPORTUNITY EMPLOYER
and
ACCREDITED
by the
Commission on Accreditation for Corrections/
American Correctional Association



The Board and Its Members



Allen Castor, Jr., Chairman, Lansdale (Montgomery), received his bachelor's degree in secondary education from Temple University (Philadelphia 1971) and a master's degree in Criminal Justice Administration from St. Joseph's University (Philadelphia 1985). Mr. Castor is an army veteran of the Vietnam conflict. He began his career with the Board in 1972 as an agent. He has held agency positions of unit supervisor, deputy district director, and hearing examiner. Mr. Castor was confirmed as a Board Member by the Senate on June 16, 1992 and took the oath of office on July 10, 1992. He began serving a full six-year term by taking the oath of office on February 19, 1993, after being confirmed by the Senate on February 10, 1993. On February 24, 1993, he was named Chairman by the Governor.



Dr. Dahle D. Bingaman, Member, Union County native, received a bachelors degree from Bloomsburg University (1959) and a masters degree (1969) and a doctoral degree (1972), both in rehabilitation counseling from Pennsylvania State University. He taught school for several years, was a district executive for the Boy Scouts of America from 1962-65 and a rehabilitation counselor for the Bureau of Vocational Rehabilitation, 1967-68. Dr. Bingaman began his work in the correctional field in 1971 at the State Correctional Institution at Rockview as a psychologist and subsequently as director of treatment (1972-73), and as deputy superintendent of treatment from 1973 to 1977. He then became a psychologist at the Selinsgrove Center (1977-1982), followed by service at Danville State Hospital as director of psychological services from 1983 to 1988. Dr. Bingaman served in the United States Army as a training officer and has engaged in part-time private practice as a licensed psychologist. After his Senate confirmation on April 11, 1988, Dr. Bingaman began his six-year term as a Board member by taking the oath of office on May 6, 1988.



Gary R. Lucht, Member, Erie, received his Bachelor of Arts Degree majoring in Psychology from Edinboro State College (Edinboro, 1968), and a Master's of Education in Guidance and Counseling from Gannon University (Erie, 1975). Mr. Lucht, an army Vietnam War veteran, began his career as supervisor with the Erie County Probation Department. He then worked for the Erie County Prison, first as a Program Director and later as Warden. Mr. Lucht was confirmed as a Board Member by the Senate on May 4, 1993 to serve a six-year term of office.



Raymond P. McGinnis, Member, Williamsport, received a bachelor's degree from Temple University (1969) and a master's degree in social work from Marywood College (Scranton, 1977). Mr. McGinnis began his work in the correctional field in 1971 as a Lycoming County probation officer. In 1972 he began service as a parole agent with the Board's Williamsport office and continued for more than 11 years. Mr. McGinnis served in the United States Army as a social work specialist and his part-time employment has included teaching at Lycoming College and serving as a social work supervisor with the Regional Home Health Service in Lycoming County. He is currently serving as President for the Association of Paroling Authorities, International. On June 1, 1983, the Senate confirmed the appointment of Mr. McGinnis as a Board Member and he was sworn into office on June 14, 1983. He was reappointed for a second six-year term and, after confirmation by the Senate on February 13, 1989, took the oath of office on February 24, 1989.



Mary Ann Stewart, Member, Pittsburgh, received her bachelor's degree in sociology from the University of Southern Mississippi (1960), and through the Board's Professional Education Program, received a master's degree in social work from the University of Pittsburgh (1973). Ms. Stewart began her career as a social worker with the American Red Cross in Korea and Europe, followed by service as a juvenile probation officer in Indianapolis, Indiana, and Allegheny County, Pittsburgh, and as a social worker with Gilmory School, Moon Township, near Pittsburgh. She began her service with the Board in 1971 as a parole agent in the Pittsburgh office, continuing until 1978 when she was promoted to one of the Board's staff development specialist positions. Ms. Stewart was confirmed as a Board Member by the Senate on November 13, 1985 and took the oath of office on December 13, 1985. She began serving a second six-year term by taking the oath of office on March 13, 1989, after being confirmed by the Senate on February 13, 1989.

50th Anniversary Celebration Highlights



(left to right) Dr. Dahle Bingaman, Board Member; Allen Castor, Board Chairman; Harold Miller, retiree; Alice Bobak, retiree; Darlene Zelazny, Executive Assistant; Fred Jacobs, former Board Chairman; Daniel Katkin, Keynote Speaker; James Smith, Director of Staff Development; and Mary Ann Stewart, Board Member.

The Board's 50th Anniversary celebration and banquet was held on October 19, 1992 with about 275 people attending. Secretary of Administration, Joseph L. Zazyczny, presented the Governor's Greeting. Lieutenant Governor Mark S. Singel wrote a letter to the Board conveying best wishes to all those in attendance. Former Chairman Fred Jacobs was the Master of Ceremonies. He presented the Attorney General's Proclamation, the Senate and House Citations, and remarks on the history of the Board of Probation and Parole. Joseph Long, Alice Bobak, and Harold Miller, retired Board employees, reminisced on the early days of the Board and the state of events at that time. Our keynote speaker, Dr. Daniel Katkin,



(right to left) Joseph Zazyczny, Secretary of Administration, presents the Governor's Greetings to Fred Jacobs, former Board Chairman.

spoke about the Parole Board being "A Bright Spot in a Dark Time," where fifty years ago, during the birth of the Parole Board, dictatorship and war were in the ascendancy worldwide. He also talked about the history of criminal justice during the last 500 years and how it has involved a great deal of darkness with inequities and brutality. Through brutal dark ages toward a society of democratic



(center) Retired Executive Assistant Joseph Long reminisces about the Board.

values and beliefs the criminal justice system struggles with the conflict between the need to punish and the need to be humane. "...our field has ups and downs, periods of advancement and periods of retrenchment. Periods in which fear and severity dominate, and other periods in which

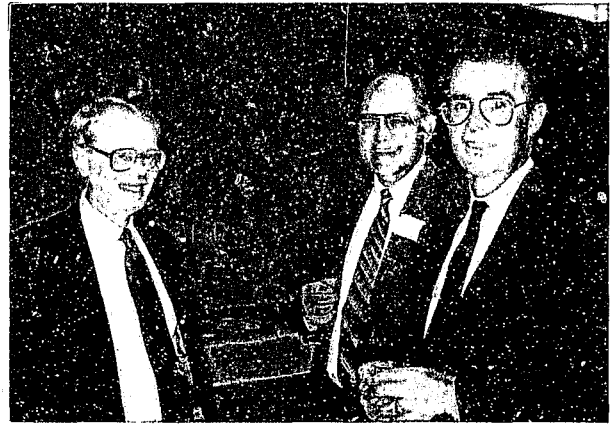


(left to right) 50th Anniversary Committee Members Harold Miller, Darlene Zelazny, Joseph Long, Gene Kramer, and Alice Bobak.

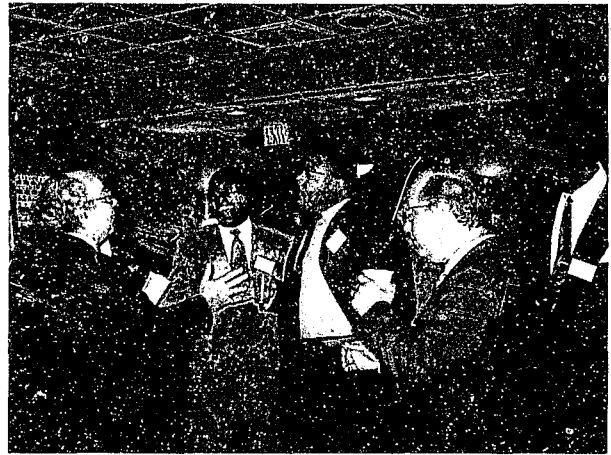
courage and innovation characterize our activities. It is in this light, in particular, that I look back to the creation of the Board of Probation and Parole in the Summer of 1942 and declare that it was a bright spot in a dark time."

Mr. Jacobs summarized the event with the following statement:

"The 50th Anniversary celebration provided an opportunity for current and former employees of the Board to enjoy one another's company and to reminisce about the rich and dynamic history of the Pennsylvania Board of Probation and Parole. Our strength over the years is attributed to our staff and our resolve to confront problems and to fight for what is right. We remain convinced that parole as we know it today is a viable service not only to the goal of public protection, but to offender reintegration as well. Our agency provides a quality service to the Commonwealth as a result of the contribution of each and every employee. We are proud to enter our next 50 years together."



(left to right) Dr. Dahle Bingaman, Board Member; Gene Kramer, retiree; and Fred Jacobs, former Board Chairman.



(left to right) Paul Descano, Director of Supervision; James Burton, Parole Agent 2; Robert Johnson, Parole Agent 2; William Neumann, Parole Agent 2; and Kelvin Healey, Parole Agent 2.

Members of the Anniversary Committee consisted of current and retired employees of the Board. They are Darlene Zelazny, Chairperson; Robert Ricketts, SCI-Rockview; retirees: Alice Bobak, Harold Miller, Gene Kramer, and Joseph Long.



(left to right) Linda Thompson, Parole Agent 2; Diane Finnegan, former Clerk Typist for the Board; and Karla Jackson, Parole Agent 2.

The Board and Its Work

The use of parole in Pennsylvania began in the 1800's, taking on many different forms until 1941, when the General Assembly of the Commonwealth of Pennsylvania passed the Parole Act (Act of August 6, 1941, P.L. 861, as amended, 61 P.S. sec. 331.1 et seq.) which established the Pennsylvania Board of Probation and Parole. The Board is an independent state correctional agency, authorized to grant parole and supervise all adult offenders sentenced by the courts to a maximum prison sentence of two years or more; revoke the parole of technical parole violators and those who are convicted of new crimes; and release from parole, persons under supervision who have fulfilled their sentences in compliance with the conditions governing their parole. The Board also supervises special probation and parole cases, which meet specific criteria, at the direction of the courts, and persons from other states under the Interstate Compact. At any one time, the Board has under supervision over 26,000 persons, of which approximately 11% are clients from other states and 14% are special probation and parole cases.

The Board's philosophy and principles statement, adopted in 1977 and amended in 1986, serves as a guide for the policies, decision making, and supervision practices of the Board.

HIGHLIGHTS OF 1992 AND 1993


- The Board celebrated its 50th Anniversary reminiscing on the history of the Board of Probation and Parole.
- In 1993, Board Member Allen Castor was appointed Chairman of the Pennsylvania Board of Probation and Parole and Gary Lucht became the newly appointed Board Member to the Board to serve a six year term of office.
- In airing a documentary on "Pennsylvania Behind Bars" for WQLN Public Broadcasting TV, Chairman Allen Castor and Pittsburgh and Philadelphia District Offices staff were interviewed and parolees of the GLOW (Get the Lead Out Work) Program demonstrated their work efforts on lead abatement.
- James A. Commins was named 1991 Parole Agent of the Year and Francis Curran was named 1992 Parole Agent of the Year. Lester C. Nagle received the Adult Probation/Parole Professional of the Year award and Doris A. Douglas was named the 1992 Clerical Person of the Year.
- Parole agents were certified in the use of chemical restraints and the Division of Staff Development developed a new course requirement for all field staff to attend training on "Safety Tactics Against Resistance."
- Numerous parole agents were recognized for their heroic deeds and service to clients, law enforcement officials and the community.
- The Pittsburgh Citizens Advisory Committee was awarded a grant to help clients in the search for employment.
- Parole Supervisor W. Edward Jones was shot and seriously wounded by a parolee during an arrest.
- Several pieces of legislation became law during 1992 and 1993 impacting on the Board. Act 155 of 1991 allows victim input in all dispositional proceedings and post-sentencing decisions. Act 25 of 1993 expanded the timeframe for pre-parole drug testing from "within seven days" to "not later than 15 days or earlier than 45 days." House Resolution 157 of 1993 provides for citations to be given to probation and parole officers wounded in the line of duty.

New Chairman Honored

Allen Castor, Jr. was appointed Chairman of the Pennsylvania Board of Probation and Parole by Governor Robert P. Casey on February 24, 1993 after he was reconfirmed by the Senate of Pennsylvania on February 10, 1993 to serve a six-year term of office. On April 22, 1993, a special luncheon was held in his honor as the new



Chairman Allen Castor sitting with his wife Paula Castor at a luncheon held in the Chairman's honor.



Board Chairman. Hearing Examiner Joseph Davis, now retired, was the Master of Ceremonies.

In being recognized, Chairman Castor stated that the Pennsylvania Board of Probation and Parole is "the best system on the planet." I also want to add that the combination of talents of all staff, including Institutional Parole Staff, Central Office Staff, and Field District Office Staff makes this administration a success. "The work and dedication of every Parole Board staff member, regardless of location, is critical to the overall operation of this Agency. Again, I commend each of you, and continue to look forward to working with you by dedicating my efforts to improve this Agency and our standing in the Criminal Justice System."

Agency Goals for Fiscal Year 1993/94 Approved

On September 1, 1992, the CORE group met to review the issues and problem statements generated during the August goal planning conference. These were condensed and formed into four (4) goal statements. At the September 21, 1992, Board meeting a summary of the Quality Circle process and the recommended goals were presented by the CORE group members who had participated in the conference. After a brief discussion, all recommended goals for fiscal year 1993/94 were approved. They are as follows:

- 1) To formalize Board use of the strategic planning process in establishing policy and seeking resources.
- 2) To broaden public support for the Board's mission by promoting the benefits of the service it provides the community.
- 3) To develop the Board's capability to access quality treatment services for clientele.
- 4) To improve the quality of the agency communications process in all matters relating to Board operations.

Foundation Chooses Pennsylvania

Pennsylvania was chosen as the third state to participate in the Edna McConnell Clark Foundation's State Centered Program to develop a plan for attacking Pennsylvania's overcrowding problem. Initiatives that were effective in the other two (2) participating states, Alabama and Delaware, will be replicated in Pennsylvania.

Activities include a public opinion study by the Foundation, an analysis of the cost of correctional programs from prison to probation, use of print media to educate broad audiences, participation by Pennsylvania judges and educational sessions for policymakers. Pennsylvania Commission on Crime and Delinquency, Department Of Corrections, Pennsylvania Sentencing Commission, and the Board of Probation and Parole met with the Foundation to plan and develop this program. The goal of this three (3) state project is to provide a forum through the Foundation for helping states devise ways to reduce overreliance on prison, to reduce crowding, to develop cost-effective noncustodial penalties, and to improve states' capacities for sound sentencing and correctional policymaking with rational, humane, and cost-conscious strategies.



(left to right) William Parsonage, Paul Descano, Chief Justice Paulo Furtado of the Supreme Court of the State of Bahia in Salvador, Fred Jacobs, Ms. Mirian Souza, interpreter and legal assistant to the Chief Justice, Robert Greevy, Dr. Dahle Bingaman, James Riggs, and John Rice.

Brazilian Chief Justice Meets with Board

Through the efforts of Dr. William Parsonage, Penn State University Professor, Chief Justice Paulo Furtado of the Supreme Court of the State of Bahia in Salvador, Brazil and Ms. Mirian Souza, interpreter and legal assistant to the Chief Justice met with the Board to share information on the criminal justice system both in Pennsylvania and in Bahia. Chief Justice Furtado is developing a preventative and educational approach to the problems of drug abuse and street children in the state of Bahia.

Visit to Day Reporting Center

On June 10, 1993, Chairman Allen Castor and Executive Assistant Darlene Zelazny visited the

Delaware State Department of Corrections' Day Reporting Center and met with Patricia Watson, President of Corrections Alternatives and Concepts, Inc. and Ron Keen, Delaware State Probation and Parole Supervisor and Charalane Haxter, Program Coordinator of the Day Reporting Center to discuss their Day Reporting Center program and to tour the facility. Part of the day's agenda included meeting with the Citizens Advisory Board and instructors who have volunteered their time in the development and operation of the program.



(left to right) Robert Francesconi, John Clemens, Thom Bronakoski, and Bonnie Giardina are interviewing Chairman Castor.

Documentary on Prison Crowding

The Board participated in a documentary on "Pennsylvania Behind Bars" for WQLN Public Broadcasting of NW Pennsylvania. Executive Assistant Darlene Zelazny coordinated efforts in setting up the filming and worked with Robert Francesconi, Interviewer for the documentary; Bonnie Giardina, Production Manager; Thom Bronakoski, Producer/Director; and John Clemens, Videographer. Interviews were conducted on March 22 with District Director Harold Shalon and two probationers about the GLOW program. Afterwards, the crew met on-site to shoot footage on the actual removal of lead paint. On March 24, the crew interviewed Chairman Allen Castor in Central Office on the Board's philosophy and initiatives taken by the Board to reduce prison populations. Additional interviews were held on May 4 at one of our half-way back houses with District Director James Robinson where he discussed the half-way back program. Two parolees were also interviewed about their perception of the program and more footage was taken. The program was aired on Public Broadcasting TV in several locations during the month of September, 1993.

House Judiciary Committee Met with Board

The House Judiciary Committee met with the Board on October 1, 1992, and toured Central Office. Each Bureau Director gave a presentation on its functions and responsibilities. Again on July 27, 1993, the Board met with the House Judiciary Committee at an Oversight Hearing for the purpose of providing new members of the Committee with an overview of the functions of the Board of Probation and Parole.

Chairman Meets with Sub-Committee on Crime and Corrections

Chairman Allen Castor participated in a roundtable discussion on "Race and the Criminal Justice System" before the Sub-committee on Crime and Corrections at Temple University in Philadelphia.

Dedication of UNAD Headquarters

On October 14, 1993, Philadelphia District Director, Harold Shalon, was present at the dedication of the new headquarters of United Neighbors Against Drugs, given by United States Attorney General Janet Reno. The property had been confiscated by federal authorities and donated to U.N.A.D. The Board's Drug Offender Work Program work crews assisted in rehabilitating the building.

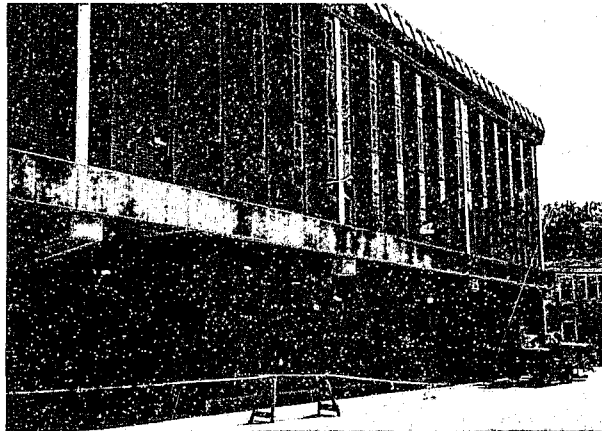
District Director Harold Shalon met with Attorney General Janet Reno and a discussion was held with Ms. Reno, Pennsylvania Attorney General Ernie Preate, and United States Attorney for Eastern Pennsylvania, Michael Rotko, on the need for an increased role by community corrections in the battle against drugs and this Agency's need for adequate funding for staff and safety equipment.



United States Attorney General Janet Reno tours the Office of United Neighbors Against Drugs in Philadelphia.

Central Office Building Renovated

During 1993, the Board's Central Office building was expanded by enclosing the first floor parking lot under the building. The Bureau of Probation Services, the Division of Staff Development and Hearing Examiners for the Central Region of the State are now located on the first floor, as well as the Training Room and the Snack Room.



Renovations of the Board's Central Office Building in Harrisburg.

Communications Seminar

On September 29 and 30, 1993 a Communications Seminar was held for Central Office managers in order to improve communications and further develop a team work approach to problem-solving and improved decision-making. Dr. Todd R. Clear, Professor, School of Criminal Justice at Rutgers University was the consultant for the seminar.

Statewide Electronic Monitoring

The Board was awarded a Federal grant through the Pennsylvania Commission on Crime and Delinquency to purchase Electronic Monitoring Equipment by June 30, 1993 and establish a statewide EME Program. A three region program was established involving all agency offices throughout the Commonwealth. Electronic monitoring equipment adds a valuable tool to the sanctioning process and allows for better control of violators.

GLOW Project to Get Underway

To continue to improve supervision services, the Board entered into a contract with

Philadelphia Court of Common Pleas to conduct the GLOW program in the Drug Offenders Work Program unit. GLOW stands for "Getting the Lead Out Program".

On January 29, 1993, Senator Vincent J. Fumo, Philadelphia, conducted a press conference to announce the start up of GLOW. GLOW is being financed by \$110,000 from an escrow account containing fines imposed on Philadelphia as a result of inadequate prison conditions. The funds are being used to train and supervise offenders on lead abatement in order to eradicate the problem of lead-based paint in the homes of small children. The program got underway with two crews, each with one supervisor and four probationers.

Probationers are referred by the Court to GLOW to remove hazardous lead-based paint from homes where children reside who have elevated blood-lead levels identified by the City of Philadelphia Department of Public Health.



A probationer from the GLOW work crew is shown removing lead-based paint.

Special Recognition to W. Ed Jones

The job of parole agents and their supervisors is seldom routine. As each new day begins, the Board's field staff never know what they may encounter. On one particular day in March, Board staff tensely stood by and prayed for the survival of one of their own, Parole Supervisor W. Ed Jones. The following is an account of what occurred.

On Tuesday, March 23, 1993, Parole Supervisor W. Edward Jones at the Norristown Sub-Office was shot in the back by a parolee while in the process of making an arrest to



Board Chairman Allen Castor presents citation to W. Ed Jones (left to right).

detain. The parolee was apprehended and charged with attempted murder, aggravated and simple assault and other related charges. Mr. Jones was flown by helicopter to the University of Pennsylvania Hospital and underwent surgery. Mr. Jones is continuing his lengthy recuperation at home.

A W. Ed Jones Benefit Fund was established to accept contributions to be used by Jones' family to cover expenses incurred since the shooting. Also, the Allentown District Office held a picnic with W. Ed Jones as guest of honor. A raffle was held to benefit the family of Ed Jones raising approximately \$5,000, which includes \$1,100 donated by various locals of AFSME Counsel 88. Parole Board staff from various parts of the Commonwealth were in attendance including Chairman Allen Castor and Director of Supervision Paul J. Descano.

A House of Representatives citation, recognizing Mr. Jones being wounded in the line of duty, was presented to Mr. Jones. The citation, sponsored by Representative Dwight Evans, extended "gratitude and recognition to W. Edward Jones for the great courage which he displayed..."

Mr. Jones is active in his community where he coaches the Springfield High School Girls Softball Team. He is also with the National Guard and is a decorated Vietnam veteran. Mr. Jones is committed to his work, conscientious and hard-working, and highly respected by his agents and Board personnel.

This incident has heightened the public awareness in Pennsylvania about the need for

better staff safety among probation and parole agents in community corrections. Parole agents work in a volatile and potentially dangerous environment and the need for staff safety is a matter of major concern for the Board.



W. Ed Jones and his wife Marie display the citation award.

James A. Commins Named 1991 Parole Agent of the Year

James A. Commins, Parole Agent 2, from the Lancaster Sub-Office was the recipient of the 1991 American Legion Parole Agent of the Year Award. Parole Supervisor Lester Nagle cited Mr. Commins as a conscientious and hard-working agent who handles his responsibilities thoroughly. He is highly motivated and strives for excellence and is always available to others when called upon. Mr. Commins is highly respected among the staff and was unanimously selected by his co-workers as an outstanding parole agent. The respect he receives stems, in part, from his standards and principles in life which seem consistent with the way he handles himself both on and off the job.

Mr. Commins began his service with the Board in March, 1988, when he was first assigned to the Philadelphia District Office. In May, 1989, he transferred to the Lancaster Sub-Office to administer the Special Intensive Diversion Program. He has been selected among nine (9) other candidates for the 1991 Parole Agent of the Year Award, and was twice nominated for the 1990 and 1988 Parole Agent of the Year Awards. Mr. Commins has also received several letters of commendation for his excellent work performance and representation of the Board by his supervisors.



James A. Commins named 1991 Parole Agent of the Year.

Nominees for the award from the remaining districts were: Allentown, Richard Levin; Altoona, Robert Dombrosky; Butler, Robert Hromack; Chester, Earl Mohr; Erie, James Keevican; Philadelphia, Nicholas Cinquanto; Pittsburgh, John Sartori; Scranton, Donald Wech; and Williamsport, Martin Panik. The selection committee consisted of the Director of Management Information James Alibrio, Chairperson; Board Member Dr. Dahle Bingaman; District Director John Judge; Parole Supervisors, Benita Witherspoon-Edwards and James Hines; and Parole Agents Edward Flick and George Johnson.

Francis Curran Named 1992 Parole Agent of the Year

Francis Curran, Parole Agent 2, from the Philadelphia Drug Offender Work Program Unit, was the recipient of the 1992 American Legion Parole Agent of the Year Award. Deputy District Director Daniel Solla cited Mr. Curran as a self-starter who for a period of ten months supervised the entire workload of the DOWP Unit by himself without a decline in productivity or morale. Mr. Curran's personal integrity and loyalty to the Board is without question.

Mr. Curran began his service with the Board in 1984 when he was first assigned to the Kensington Sub-Office. In January 1990, he was assigned to DOWP. Mr. Curran, along with Agent Murray, was responsible for establishing the DOWP guidelines and, since February 1992, Parole Agent Curran has been acting as the lead agent of the DOWP Unit.

Nominees for the award from the remaining districts were: Allentown, Mark Pasda; Altoona, Robert S. Dombrosky; Butler, Donna J. Vogel; Chester, Charles Loftus; Erie, M.L.D. Kelley; Harrisburg, George D. Morrison; Pittsburgh, Marianne Snider; Scranton, Robert C. Golenberke; and Williamsport, Stephen J. DeLullo. The selection committee consisted of Assistant Chief Counsel K. Scott Roy, Chairperson; Board Member Raymond P. McGinnis; District Director Robert D. Petrilli; Parole Supervisor Susan Dannenberg; and Parole Agents Kevin Healey, George Johnson, and James Commins.



(left to right) State Commander Edwin Markiewicz, American Legion presents a plaque to Francis Curran for the 1992 Parole Agent of the Year Award.

Doris A. Douglas Named the 1992 Clerical Person of the Year

On Monday, April 5, 1993, sixteen Clerical Person of the Year nominees attended a luncheon sponsored by the Board on their behalf in recognition for their outstanding work performance. Doris A. Douglas was named the Clerical Person of the Year for 1992. Chairman Castor awarded Ms. Douglas with a plaque and made the following comments:

"Doris A. Douglas is currently a Clerk Typist 3 assigned to the Haddington Special Intensive Drug Unit located at the West Philadelphia Parole Center of the Philadelphia District Office. She has 20 years of state service, one year with the Department of Labor and Industry, and the remainder with the Board of Probation and Parole. The fire destruction of the original

Haddington Special Intensive Drug Unit presented Doris with a series of challenges that would have overwhelmed many other clerical personnel. January of 1992 found Doris working at the Cedar Sub-Office without a desk and working off a table using a borrowed typewriter and other second hand equipment. She continued to not only perform all the clerical tasks of the Haddington staff, but helped out the Cedar Office as well. When the West Philadelphia Parole Center was established, all new equipment had to be set up and inventoried, and day to day supplies ordered and distributed. Doris accomplished this large task and the production and efficiency of the office did not miss a beat. Doris, through her community relations, continues to be instrumental in obtaining employment for numerous clients, who would be otherwise unemployed."

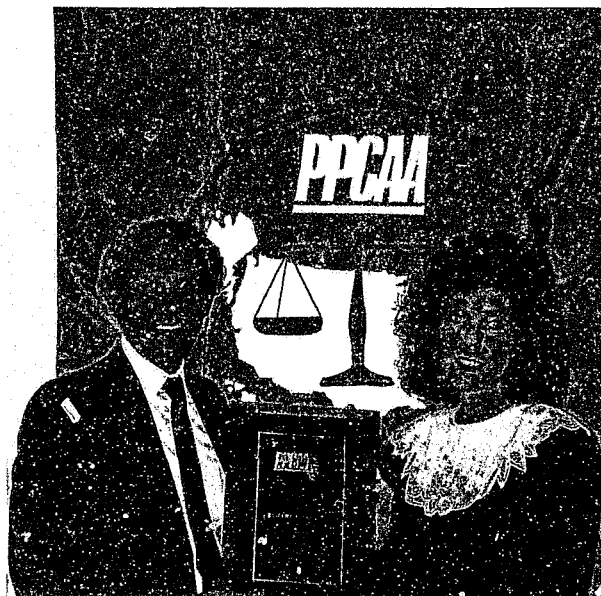
Cathy H. Rhinehart, Clerk Typist 2 in the Pre-Parole Case and Records Management Division of the Bureau of Pre-Parole Services was also specially recognized for her contributions to the Board. The remaining nominees for the Clerical Person of the Year were: Dolores Bartell, Pittsburgh; Michelle Carl, Central Office; Nancy Eiceman, Mercer; Alice Hauser, Williamsport; Jennifer Hitz, Central Office; Amy Klacik, Rochester; Sonya Klas, Lancaster; Kathy Little, Greensburg; Emma Noble, Philadelphia; Sandra Palmer, Reading; Nancy Rounsaville, Allentown; Julie Stowitzky, SCI-Waynesburg; Eleanor Townes, Chester; and Dortha Turner, "C" Street SIDC.



Board Chairman Allen Castor (center) presented awards to Doris Douglas, (left) 1992 Clerical Person of the Year, and Cathy Rhinehart (right) for their contributions to the Board.

Lester C. Nagle Named Adult Probation/Parole Professional of the Year

On June 3, 1993, Parole Supervisor Lester C. Nagle received the 1993 PAPPCC Adult Probation/Parole Professional of the Year Award at the 1993 PAPPCC Training Institute held in State College. As part of the criteria for the award, Mr. Nagle has displayed exemplary skills initiative, creativity, leadership, and management skills, organizational ability, personal attributes, and extensive volunteer experience. In addition, Mr. Nagle was cited as being well respected within his office and district, and his reputation as a conscientious and hard-working supervisor is recognized by the high degree of praise and respect given to him by his managerial peers.



Interstate Services Director Robert A. Largent was awarded the 1992 William L. Frederick Award by the Parole and Probation Compact Administrator's Association, Sherry Pilkington, Adult Compact Administrator for North Carolina.

Robert A. Largent Awarded the 1992 William L. Frederick Award

Interstate Services Director Robert A. Largent was awarded the 1992 William L. Frederick Award by the Parole and Probation Compact Administrators' Association. Governor Robert P. Casey responded by stating, "Your dedication and willingness to go beyond the call of duty have made you an asset not only to the Compact, but to the probation and parole system as a whole."

Parole Agents Recognized at APPA

Parole Agents Kevin Kilkenny and James Commins were nominated for the Scotia Knouff Line Officer of the Year Award at the APPA conference in St. Louis on September 1, 1992. Both agents were recognized for their commitment and dedication to the field of probation and parole.

Parole Agent Honored

Parole Agent Josefina Martinez was honored at a luncheon by Hogar Crea Freemansburg for "her continuous cooperation and support of this Hogar during the past decade." Hogar Crea is an Inpatient Drug and Alcohol Treatment Program.

Parole Agent Inducted into Hall of Fame

Parole Agent Marty Capasso, known as the former heavy-weight contender Marty "The Aston Assassin" Capasso, boxed internationally during a 30 - 4 amateur career and won 20 of 25 professional fights. On April 22, 1993 Parole Agent Capasso was inducted into the Hall of Fame before more than 400 people assembled at the Radisson Hotel for the Delaware County Athletic Hall of Fame's 54th annual dinner.

Hearing Examiners Meet and Discuss Sex Offender Programs

The quarterly Hearing Examiners meeting held in March and again in May focused on programs for sex offenders. The agenda for March included a presentation by Robert Csandal and Bruce Shaffer, Treatment Trends, on the treatment of sex offenders. At the May meeting, a morning session was held with Greg Gertner,



(left to right) Hearing Examiners Dave Flick, Fred Angellilli, Charles Witchcoff, and Rodney Torbic attend meeting to discuss sex offender programs.

Psychologist, Sex Offender Treatment Program, SCI-Rockview. The afternoon session consisted of a panel discussion on the topic with Parole

Supervisor Joachim and Parole Agents Gilhool, Mirman and Washington, all with the Philadelphia Sex Offender Unit.

Institutional Parole Staff Attend Seminar

The Institutional Parole Staff attended a two-day seminar on "The Criminal Justice System and Mental Illness," coordinated by Institutional Parole Supervisor Ernest Bristow and Parole Agent Mary Brouse. The program provided information on the relationship between the criminal justice system and mentally ill offenders receiving mental health services in prisons, jails, forensic hospitals, and community-based programs.


Break-In of Central Office

During the early morning hours of October 29, 1992 and again on November 1, 1992, the Board's Central Office building was burglarized. An undetermined amount of money was stolen from the vending machines, equipment was taken, as well as the Board's van. Additional safety precautions have been taken to secure the building in order to prevent further break-ins.

Aftermath of Hurricane Andrew

The aftermath of Hurricane Andrew in 1992 left the south Florida area in a state of disaster. Thirty probation and parole staff working in Dade County, Florida, for the Florida Department of Corrections lost their homes and personal belongings. Robert Pryal, Parole Agent in the Harrisburg District Office, was instrumental in establishing a "DOC Disaster Relief fund" with Joyce D. Haley, Regional Administrator for Probation and Parole, Florida Department of Corrections.

Employees and associates of the Board of Probation and Parole contributed \$1,515.00 to the "DOC Disaster Relief Fund." A letter acknowledging receipt of the contribution from probation and parole officers in Dade County, Florida, states, "On behalf of the Florida State Department of Corrections Probation and Parole Services/Region IV - I would like to express our deep appreciation to all who contributed to the fund for their generosity and overwhelming show of support for the victims of Hurricane Andrew. Your financial assistance has enabled us to respond to some of the immediate needs of our fellow employees who have been left homeless as a result of the hurricane. ...We



appreciate ever so much their generous contribution as well as their support and kindness."

Parole Agent Serves in Mission

On February 26, 1993, Parole Agent James Wagner and approximately 15 members of the 911th Air Force Reserve Unit in Pittsburgh boarded a C-130 Cargo Plane and proceeded to Rhein-Main Germany Air Force Base, where his Unit began flying food and medical supplies to Sarajevo. The Unit also became part of the team that was air dropping bundles of food and medical supplies into Eastern Bosnia.

Parole Agents Compete in Pennsylvania Police Olympics

For the second straight year, two Parole Agents, Paul E. Anderson and Gilbert J. Wargo from the Pittsburgh District Office, were successful in the 1993 Pennsylvania Police Olympics by bringing home three gold medals and one bronze medal in the tennis competition. The olympics were held June 10 through June 13, 1993 at North Park, Pennsylvania.

Ride Along Program

The first Annual Award Ceremony for the "Ride Along Program" was held at the West Philadelphia Parole Center on July 27, 1993. Organized by Parole Agents Travis Saunders and William Hodge and Parole Supervisor James Newton, the Ride Along Program enables members of the community groups to join the agents in curfew checks. These citizens were presented certificates and congratulated for their participation. The Ride Along Participants showed a true concern and understanding of the community. They saw first hand what the parole agent's role is in the community. Parole agents participating included the West Philadelphia/SIDU, the "C" Street/SIDU's and Parole Agent Thomas Micek, Philadelphia District Office.

Represented at the ceremony included Captain Yanuch, Philadelphia Police Department; Frank Menna, Philadelphia District Attorney's Office, and students from European Countries of Finland, Sweden, Germany, Czechoslovakia and England who were rebuilding homes in the community. The Parole Board was represented by Philadelphia District Director Harold Shalon and Deputy District Director Daniel Solla as presenters.

Parole Agents at Work

Parole agents continually encounter a variety of situations which call upon their abilities to provide services and respond to client needs and surveillance for the protection of the community. The following are a few accounts of these experiences which occurred over the last two years.

On June 30, 1992, Parole Agent Robert Respecki, Erie District Office, came upon a bicycle accident involving a 17 year old boy. The boy fell face first on to the pavement when the front wheel came off the bicycle while crossing over railroad tracks. Parole Agent Respecki rendered first aid and then had the boy transported by ambulance to the hospital where the parents were notified.

Parole Warrant Officer Heriberto Sanchez and Parole Agent Travis Saunders, while transporting prisoners enroute to Graterford Prison responded to an emergency medical situation. One of the prisoners began having an epileptic seizure which required preliminary medical care. Both Agent Saunders and Parole Warrant Officer Sanchez assisted the client by calming him and preventing him from going into shock until the ambulance arrived. At the same time, they were able to enlist the assistance of the other prisoners in the van who supplied towels from their belongings.

Parole Agent Donna Henry, Philadelphia City Wide Drug Unit, detained a client for continued marijuana use. The client's car, parked outside the parole office, was searched and 650 vials of crack/cocaine, street value, \$6,500.00, one (1) bag of marijuana and rolling papers were found. The client was taken to Philadelphia Police Narcotics Unit where he was criminally charged with possession.

On January 6, 1992, Haddington Supervisor Tony DiBernardo and parole agents Michael Duda and Andrew Bevec participated along with Philadelphia police officials, the District Attorney's Office, and federal agencies in the Local Intensive Narcotics Enforcement Program (LINE) in an effort to apprehend 46 drug offenders with fugitive warrants. The operation took place in the early morning hours searching 53 locations in the City of Philadelphia for about 2 1/2 hours. Twelve of the 46 narcotic fugitives were apprehended. Lynne Abraham, Philadelphia's District Attorney stated, "The success of the operation was enhanced by the exemplary performance of agents of your

Haddington Intensive Unit, specifically Agents DiBernardo, Duda, and Bevec."

In response to a radio transmission by the Erie Police Department, Parole Agent David Divell, spotted a car occupied by juveniles that was reportedly stolen by juveniles and used in an alleged robbery. Parole Agent Divell contacted the Erie Police Department by radio and kept the subjects in sight until the police arrived and then assisted the police in the apprehension.

On behalf of the Drug Offender Work Program, Parole Investigator Carl Oslick received many letters of appreciation for clean-up work by parolees in the community. Among them included letters of appreciation from Inspector Joseph R. Cunningham, Commanding Officer of the Advanced Training Division, Philadelphia Police Department; Tonya Dolison, Community Organizer, Point Breeze Federation; the Philadelphia Community and Police Interracial Task Force; and Citizens of Philadelphia.



Darlene E. Zelazny presents the 1992 J. William White Award to parolee. Pictured left to right Daniel Goodwin, Allentown District Director; Michelle, parolee; Darlene E. Zelazny, Executive Assistant; and Joseph Kolar, Reading Sub-Office Supervisor.

Parolee Receives 1992 J. William White Award

One of the Board's parolees, Michelle, was named as the 1992 recipient of the J. William White Award by the Department of Corrections. The granting of the Award is restricted to an inmate released from any state correctional institution who is the "most deserving and likely to be helped to permanently honest ways." The award, in the form of a \$200 check from the trust fund, was presented to Michelle in the Reading Sub-Office on July 2, 1993. Participating in the award ceremony were Executive Assistant

Darlene Zelazny, District Director Daniel Goodwin and Parole Supervisor Joseph Kolar, Jr.

Pittsburgh CAC Awarded Grant

Marion Damick, Chairperson of the Citizen's Advisory Committee was awarded a \$1,000 grant by a local foundation to help in the financial aide of clients looking for employment. The project, which began in early February, 1993, involves clients attending a three week training session and upon completion receiving a voucher for a one week bus pass to look for employment. Afterwards, the client returns to the group for verification of employment search and another three week training session followed by another voucher until employment is obtained.

Citizen Advisory Committee Activities

During 1992 and 1993 the district Citizen Advisory Committees concentrated on information sharing and public relations activities in support of the Board. The Pittsburgh Citizens Advisory committee had a guest speaker from Italy, Mario Chiari, a criminal justice professional, comment on the Italian Correctional System. The Butler Committee invited their state legislator, Senator Shaffer to one of their meetings. The Erie and Pittsburgh Committees conducted a joint meeting and toured the new state correctional institution at Albion.


Chemical Restraints Certification

On October 28, 1993 District Firearms Officers were trained and certified as instructors on Chemical Restraints for Agency use. Training was held in Elizabethtown at the Department of Corrections Training Academy.

STAR Training to Begin

During fiscal years 1993/94 and 1994/95, all field staff in the Bureau of Supervision will be required to complete certain trainings intended to enhance their safety on the job. The cornerstone of this effort is a newly developed course called, "Safety Tactics Against Resistance." STAR will combine elements of defensive tactics, arrest strategies, and handgun retention.

To prepare for this undertaking a cadre of trainers was recently certified in Pressure Point Control Tactics instruction. The certification process was led by Parole Agent John Leonard of



the Pittsburgh District. In addition to Agent Leonard the STAR trainers include: Harry A. Wigder, Staff Development Specialist; Daniel Solla, Deputy District Director, Philadelphia; Deborah Cook, Parole supervisor, Altoona; and Philadelphia Parole Agents David Gugliemi, Bobby Kemper, and Audrey Starling. Ralph Markle from Dauphin County Probation and Ron Johns from Cambria County Probation were also certified as PPCT instructors.

Legislation Enacted

During calendar year 1992 and 1993, several pieces of legislation were signed into law by Governor Robert P. Casey which have a direct impact on the Board. The following are highlights of the Acts.

- On February 12, 1992, Governor Robert P. Casey signed into law Act 1 of 1992. Act 1 of 1992 provides immunity from any civil action for damages to any probation officer or agent of the Pennsylvania Board of Probation and Parole who supervises or administers any restitution or community service program. The Act does not cover immunity for liability from gross negligence or intentional misconduct or reckless misconduct. The bill was sponsored by Senator Greenleaf which contained an amendment presented by the Board to include parole agents of the Board.
- On July 11, 1992, Act 13 of 1991 was signed into law by Governor Casey. This bill expands sentencing alternatives to include Intermediate Punishment. The Courts can now sentence an offender to a county intermediate punishment program as an alternative to total confinement for offenders who do not pose a serious risk to society.
- On December 16, 1992, Act 155 of 1991 was signed into law by the Governor. Act 155 of 1991 further provides for the rights of crime victims by allowing victim input in all dispositional proceedings and post-sentencing decisions. The sponsor for this bill was Representative Ritter.
- On June 22, 1993, Act 25 of 1993 was signed into law by Governor Casey. This bill expanded the timeframe for pre-parole drug testing from "within seven days" to "not later than 15 days or earlier than 45 days". The Board is seeking a legislative initiative to further amend the bill to state "within 45 days". This change is being sought because of the legal interpretation that an inmate must wait 15 days after a urine test is taken and a negative result is achieved before he/she can be released on parole.
- On June 23, 1993, Act 28 of 1993 was signed into law. This bill makes it a crime to stalk another person. A first offense for stalking is a misdemeanor 1 and a repeat conviction for the offense of stalking is a felony 3.
- On October 13, 1993, House Resolution 157 sponsored by Representative Evans was adopted. The resolution provides for citations to be awarded to state and municipal police officers, sheriffs and deputy sheriffs, and probation and parole officers wounded in the line of duty.

Sentencing Reform Under Consideration

On March 23, 1993 Senator Lewis introduced Senate Bills 683 and 684 on Sentencing Reform. Highlights of the bills include earned time in prison and on parole; defining the role of victim advocate; Board establishing guidelines for sanctions; Sentencing Commission adopting guidelines for recommitment; Sentencing Commission establishing guidelines for work release; aggregation of consecutive sentences; presumptive release for non-violent offenders; and developing guidelines for high risk dangerous offenders. During the 1993 Session, the bills passed the Senate on June 23, 1993 and the House with additional amendments on December 15, 1993. The House version eliminated all earned time provisions. The bills were then reported back to the Senate for consideration in the 1994 Session.

James W. Riggs
Board Secretary and Director
Vacant
Director of Pre-Parole Analysis
and Records Management
John P. Skowronski
Director of Hearing Review

Office of Board Secretary and Bureau of Pre-Parole Services

On May 4, 1992, with the appointment of the new Board Secretary, James W. Riggs, the Bureau of Pre-Parole Services was reorganized. The Division of Institutional Parole Services was separated from this bureau and later elevated to its own bureau level. In addition, requests for administrative relief were transferred to the Office of Chief Counsel.

Along with restructuring, the bureau has been faced with the problem of processing a large volume of cases in a timely manner while at the same time ensuring accuracy. In meeting this challenge the bureau has been having ongoing evaluations of all the operations including policy, procedures, and staff utilization.



James Riggs named new Board Secretary.

Number of Hearing Examiners Expand

During the last half of 1992, four hearing examiners were hired due to two vacancies and two new hearing examiner positions created in Scranton and Erie. In 1993, a fifth hearing examiner was appointed to assist with the Board interview schedule. The three additional positions have provided much needed relief in conducting parole hearings and parole release interviews.

Case Processing Enhanced

In an effort to more efficiently process cases, the Division of Hearing Review made some major changes to simplify case processing and

recording of Board Actions as well as shortening the length of Board Actions. They include the following:

- a) modified the wording of Board Actions and condensed the number of choices approximately in half,
- b) trained and assigned clerical staff to enter Board Actions and assist in summarizing panel cases, and
- c) played a major role in developing a new Arrest and Convicted Violator report by combining the four page report into two pages.

Due to a lack of file space in the File Room for storing case folders, the Division of Pre-Parole Analysis no longer opens casefolders on inmates until six months prior to the expiration of minimum sentences.

Recording of Board Actions are at an All Time High

The increase of inmates in correctional institutions throughout the Commonwealth has caused a substantial increase in the workload of the Bureau's staff. Staff complement has not increased proportionately with the workload resulting in a delay in processing some Board Actions. Efforts are underway to secure additional positions and to make greater use of computer technology. During fiscal year 1992-93, 30,709 official Board Actions were recorded representing an increase of 2,615 over last fiscal year. Also, paperwork for 16,745 parole release decision interviews and due process hearings were processed.

Other functions include the handling of Initial Sentence Status Reports from state and county correctional institutions, entering information in the Board's electronic record system, filing reports in client case folders, reviewing and recording electronically client sentence updates and completing recommitment data sheets and recommitment orders on violators.

Victim Response Continues to Increase

Through the Board's Victim Input Program (VIP), 554 victims, or related family members, were enrolled. Oral testimony was provided by



68 persons and another 243 provided written statements to be considered in the parole decision-making process.

The input of the victims provides valuable insight to the Board as an inmate is considered for release on parole. The information provided includes: any trauma or emotional injury suffered by the victim, an awareness of the continuing impact of the crime on the victim or victims family and the need for special conditions to be imposed if the offender is paroled. With this victim input and the other extensive information about the offender made available to the Board, an informed paroling decision can be made to ensure the protection of the public, as well as assisting the offender returning to the community.

Ongoing Responsibilities

The Office of the Board Secretary and the Bureau of Pre-Parole Services has responsibilities which relate primarily to the Board's quasi-judicial and release decision-making functions.

These responsibilities include responding to inquires relative to parole decisions and policies of the Board; reviewing sentence structures for accuracy in compliance with current laws; reviewing due process hearings material to ensure compliance with Board policies, applicable laws and court decisions; and providing technical assistance in finalizing Board decisions. The hearing examiners and other Bureau staff also assist in the training of others in the violation process, particularly in the area of testifying at administrative hearings, arrests and other hearing procedures.

The Board Secretary is the Board's liaison with the Department of Corrections and the Board of Pardons. He also has responsibility for controlling any Board cases assigned to the Federal Witness Protection Program and administrative responsibility for providing services and assuring that parole release interviews are conducted for several hundred inmates under the Interstate Compact for Corrections.



John J. Rice
Director

Bureau of Institutional Parole Services

Institutional Parole Services Elevated to Bureau Level

The Division of Institutional Parole Services was elevated to bureau level on September 25, 1992. The Bureau consists of 75 staff assigned to 21 state correctional institutions, Philadelphia County Prison, and three institutional parole units located in the Agency's Allentown, Chester and Harrisburg district offices.

The Bureau of Institutional Parole Services is responsible to provide instruction and assistance to inmates and process the cases for the Board in preparation of the parole release. To fulfill this function, the staff completes a summary report with a recommendation on parole suitability, along with other material in preparation for the parole interview and make all necessary physical arrangements for conducting the interviews. Recent legislation requires inmates receive pre-parole drug testing be taken no later than 15 days, or earlier than 45 days prior to their release, requiring staff to develop a control system to assure timely release. Staff also track parolees who are returned to a correctional facility as a result of parole violations, arrange for the actual hearings, and assume compliance with "due process proceedings" of the Board.

Seven New Institutions Opened

In 1992, two additional state correctional facilities became operational in which Board staff were assigned to process Board cases. State Correctional Institution at Cambridge Springs became operational on March 31, 1992 to house 157 female inmates by the end of the calendar year. The Quehanna Motivational Boot Camp located in Clearfield County opened in June, 1992, graduating the first class of inmates on December 22, 1992. Board institutional parole staff conduct "Parole Orientation" classes for newly received inmate groups at the Boot Camp prior to release.

Five new state correctional institutions opened in calendar year 1993. Four of the new state correctional institutions Albion, Coal, Mahanoy, and Somerset are 1,000 bed facilities. The other state correctional institution at Greene county is a 1,000 bed super-maximum facility. During 1995,

two additional state correctional institutions are planned to open in Chester and Houtzdale, Clearfield County. The Board has requested funding for additional institutional parole services personnel to staff these facilities.

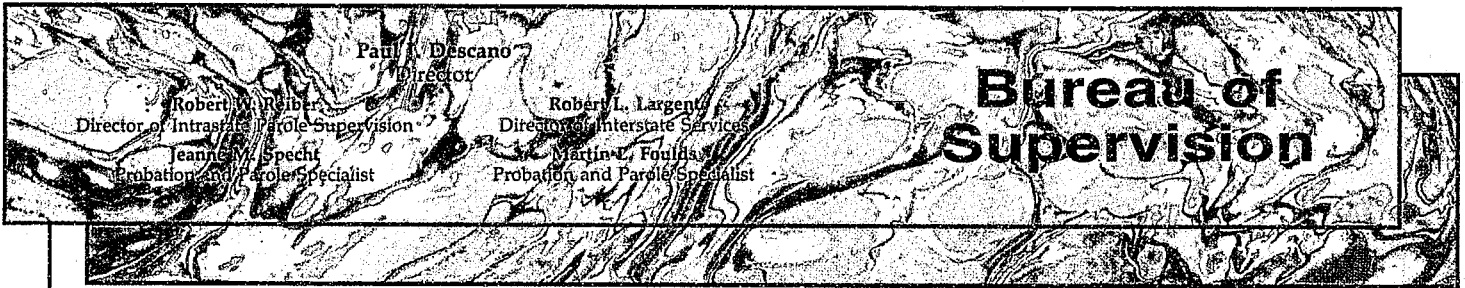
Board Dockets Automated

The parole interview docket was automated in the fall of 1992. Previously manual Board dockets were maintained by Institutional Parole Supervisors to track inmates with minimum sentences until parole release.

The automated Board docket contains a list of all inmates whose minimum sentence date is within a six month period. Institutional Parole Supervisors located at various worksites can now work from a single electronic Board docket for scheduling parole interviews. In addition, Institutional Parole Services staff located in eight institutions received microcomputers so that all work sites now have access to the automated system.

Treatment Alternatives to Street Crime

Treatment Alternatives to Street Crime (TASC) is a project which began in 1988 through the joint efforts between the Department of Corrections, Pennsylvania Board of Probation and Parole, and the Department of Health, with the intent of reducing the number of substance abusing parolees from re-entering state correctional institutions as a result of violating their parole conditions or committing new crimes. Board staff located in the institutions work with TASC coordinators, who interview inmates eligible for parole. A substance abuse evaluation is done along with a treatment plan and referrals which is provided to the Board prior to the parole interview. If parole is granted, special conditions of parole are imposed, stipulating that the inmate participate in the TASC program in the community upon release. This program has aided in the reduction of inmates returning to prison. During fiscal year 1992-93, there were 2,871 individuals evaluated for TASC.



Drug Program Expanded

The agency's continued effort to expand its Intensive Supervision Drug Program has resulted in the opening of a Special Intensive Supervision Drug Unit (SIDU) in the Chester district effective June, 1992. The unit is patterned after the Board's original units in the Haddington Sub-Office in Philadelphia and the East End Sub-Office in Pittsburgh, except for the geographical area being serviced. The geographical location of the Philadelphia and Pittsburgh SIDU's were in well defined, high drug offender populations. This new unit draws cases from the entire district which includes Chester and Delaware counties. This variation is designed to provide the Board with experience in providing intensive supervision to the more geographically isolated high-risk clients throughout the Commonwealth. The current SIDU's have been successful in the program's goal to impact on drug usage and to reduce the amount of crime committed by these parolees.

The Agency is continuing its efforts to expand SIDU's throughout the Commonwealth. Rebudget allocations for FY 1993-94 will allow the Board to activate six (6) new SIDU's in areas of high need. Those areas are Northwest Philadelphia, Norristown, Reading, Scranton, Harrisburg, and Pittsburgh's Mon-Valley.

Electronic Monitoring Equipment Grant Received

During the Fall of 1992, the Board received a federal grant through the Pennsylvania Commission on Crime and Delinquency to purchase electronic monitoring equipment. The intent of the grant is to provide a statewide Electronic Monitoring Equipment Program (EME) as an additional sanction for violation of parole and to ensure greater control over less compliant clients.

On June 30, 1993 the electronic monitoring intermediate sanctioning program was initiated. The EME program was regionalized across the Commonwealth by placing the equipment in four (4) locations, Philadelphia, Allentown, Harrisburg, and Pittsburgh. The equipment placed in these offices are passive computer systems which utilizes voice identification to determine the offenders presence in their home while under a house arrest sanction. The present

EME passive equipment allows for the sanctioning of up to 320 parole violators who without this equipment would have been returned to incarceration. Additional EME was purchased for the Chester Special Intensive Drug Unit and the specialized units in southeastern Pennsylvania. This equipment is an active system which requires the parole violator to wear an ankle device that communicates with a computer radio frequency device connected to his telephone that in turn communicates with a computer in the Special Intensive Drug Unit's office.


Supervision Offices Relocated

Three (3) supervision offices were relocated in 1992 to better serve the staff's work needs and to provide additional safety and security. The Haddington Sub-Office (SIDU), which had been without a permanent office since a fire during 1990, and the Cedar Sub-Office moved into an office referred to by the Board as the West Philadelphia Parole Center. During November, the Scranton District Office was relocated to an office building one (1) block away from their previous location in the state office building. That previous location did not provide sufficient space or security for staff.

Interstate Compact

The Division of Interstate Services is responsible for administering the Board's participation in the Interstate Compact which provides for cooperation and supervision of parolees and probationers among the 50 states, U.S. Virgin Islands, Puerto Rico and the District of Columbia.

As of December 31, 1993, 2,398 Board parolees and 3,289 county probationers were being supervised in other states; and 3,289 clients from other states were being supervised by the Board. Other activities include the issuance and filing of warrants against Board parolees arrested and subsequently convicted of new offenses in other jurisdictions. Arrangements were made for the secure transportation of Board clients who violate their parole in jurisdictions outside of Pennsylvania. In addition to those transported from contiguous states by Board staff, clients transported by a private vendor totaled 60 in 1992 and 58 in 1993.



The Director of Interstate Services was the 1992 William L. Frederick Award recipient. The award is presented each year to a compact administrator or deputy for promoting the highest standards of service, professionalism and goodwill, and for commitment to the goals of the Parole and Probation Compact Administrator's Association.

Rebudget Appropriation

A rebudget amendment provided funding for approximately fifty (50) radios, two hundred seventy five (275) firearms/holsters (9MM hand guns), and two hundred seventy five (275) body armors (vests). This equipment has been ordered and receipt is expected during early 1994.

Manual Changes

The Bureau of Supervision is reviewing and changing, as appropriate, the Board's Use of Firearms and Other Weapons policy and procedure section of the Manual. A Use of Force Continuum has been developed and presented to the Board. The intent of these policy changes is to bring the Agency into alignment with other agencies charged with the protection of the community. These changes should provide a higher degree of safety for our staff in general and the community.

New Division Established

The Bureau of Supervision has established a Division of Intrastate Parole Supervision responsible for the development and monitoring of all special programs and resources within the Bureau. This Division acts as resource staff for all field offices as well as, intermediary between the Board and field staff to secure appropriate Board case decisions. This new Division is awaiting approval by the Office of Administration.

Model Office Plan Developed

Bureau staff in cooperation with the Division of Office Services has developed plans for a new Norristown Sub-Office which is to serve as an example for future office selections. Taken into consideration in this plan was the safety of all staff and includes as much up-to-date safety technology as is feasible. The developed design allows the housing of a general caseload unit with each special intensive drug unit to assure the availability of sufficient resources in emergency situations and addresses staff safety issues.

Ongoing Responsibilities

The Bureau of Supervision has the responsibility for the protection of the community and re-integration of the offender through the supervision of approximately 26,128 probationers and parolees. This is accomplished through field staff located in ten (10) district offices and twelve (12) sub-offices throughout the state. Nearly 234 parole agents are key staff members who directly supervise offenders and direct their re-integration into the community.

Parole agents are also:

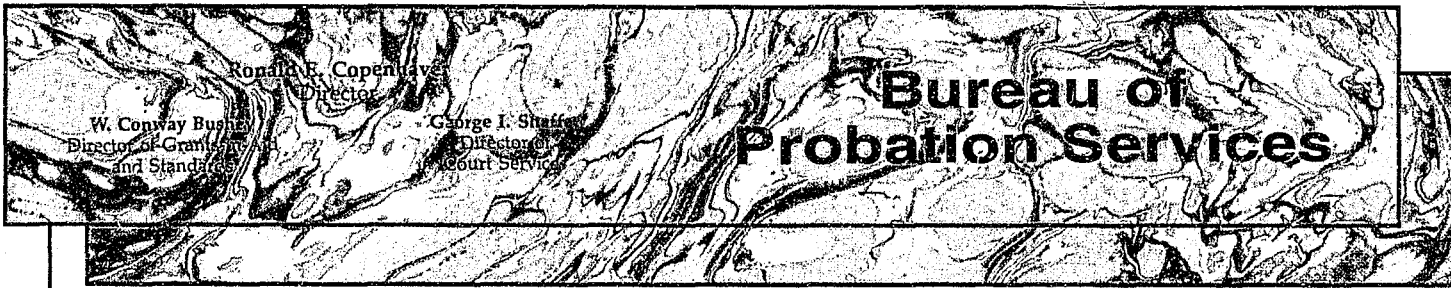
1. empowered to make arrests of those clients who violate conditions of their probation and parole;
2. required to testify and present evidence to substantiate the charges brought against clients of the Board;
3. responsible for transporting violators, including some from other states;
4. and on call after normal working hours and on weekends via a toll-free telephone number for emergencies involving clients.

Parole agents conduct:

1. investigations for the Board of Pardons
2. presentence investigations for courts
3. pre-parole investigations
4. classification summaries
5. reports for other states

The Bureau's Central Office staff provide support, consultation, technical assistance, and monitoring services to the field staff in addition to special assignments such as coordination of the Board's firearms program, management of the Board's participation in the national accreditation program for field services, participation in the Crime Stoppers Program, the Citizen Volunteer Program, liaison to the district citizens advisory committees, oversight of the urinalysis program, and liaison to the related management information system programs. This staff is also on call, twenty-four hours a day, for the Pennsylvania State Police National Crime Information Center program for confirmation of status of fugitives, as part of the Board's effort to locate absconders.

As an ongoing activity, various field staff throughout the Commonwealth actively involve themselves in public relations activities with various community organizations, school districts and in a number of cases, serve as members on boards of various professional and service programs.



The objective of the Board's Grants-in-Aid Program is to maintain, improve, and expand county adult probation and parole personnel and program services. The 1993-94 appropriation represents 28 consecutive years that the Board has provided state funds to counties to meet the Program's objective. The following is a summary of the appropriations and their impacts during the two years of this report:

1992-93 appropriation of \$14,676,000 —

- represented a decrease of \$1,024,000 from the previous fiscal year;
- funded 52.6% of the salaries of 912 eligible adult probation/parole personnel (\$12,531,000);
- funded 75.4% of the salaries of 104 eligible adult probation/parole personnel who provided specialized drug and alcohol supervision and services (\$721,000 in State funds and \$240,000 in Federal funds);
- provided training to approximately 1,000 county adult probation/parole personnel (\$107,000); a substantial portion of these funds were used to support basic orientation and trainings to new officers and to provide masters level courses for experienced staff;
- included \$1,077,000 held in Budgetary Reserve.

1993-94 appropriation of \$16,821,000 —

- represented an increase of \$2,145,000 over the previous year;
- funded 59.4% of the salaries of 1,016 eligible staff (\$16,357,000);
- provided \$112,000 for training of county adult probation and parole personnel;
- included \$352,000 held in Budgetary Reserve.

The following table shows the trend in Grant-in-Aid Program appropriations toward an 80% funding level of eligible staff salaries as authorized by Act 134 of 1986:

YEAR	APPROPRIATION	FUNDING PERCENTAGE
1984-85	\$ 3,240,000	26.1%
1985-86	\$ 7,000,000	50.2%
1986-87	\$10,059,000	66.2%
1987-88	\$13,430,000	77.7%
1988-89	\$14,200,000	76.6%
1989-90	\$16,086,000	76.6%
1990-91	\$18,317,000	76.6%
1991-92	\$15,700,000	64.2%
1992-93	\$14,676,000	53.7%
1993-94	\$16,821,000	59.4%



Ronald E. Copenhaver, Director of Probation Services reviews standards for Grant-in-Aid.

65 of the 67 counties have county adult probation/parole departments (the Board provides all adult probation/parole services in Mercer and Venango counties) and all 65 counties have participated in the Grant-in-Aid Program since 1989. In order for a county to be eligible to receive a grant award, the adult probation/parole agency must comply with a minimum of 90% of all applicable adult probation and parole field services standards established by the Board and based on nationally accepted standards. Each county certified that it met the required 90% compliance level.

On-site audits are conducted by Bureau staff who interview probation, court, and county personnel, review probation records, policies, and procedures, and offer technical assistance for standards compliance and program implementation. Staff also provide training in areas of deployment, and statistics.

County Adult Probation Statistics

The Bureau of Probation Services is responsible for collecting, compiling, and analyzing statistical data related to county adult probation and parole services. A report of these activities was published to serve as resource information for the future program planning. Select data from this report show the following trends:

Year	Total Professional Staff	Total Caseloads	Investigation Reports	Average Entrance Salaries
1985	817	101,276	17,623	\$12,552
1986	873	102,051	17,434	13,103
1987	909	107,564	22,767	13,949
1988	974	114,412	23,822	14,550
1989	984	120,409	27,670	15,108
1990	1,082	135,502	33,125	16,129
1991	1,120	144,484	30,148	16,811
1992	1,169	137,306	37,176	17,503
2000 (projected)	1,575	200,531	48,648	23,289

Court Services

The number of presentence investigations conducted by the Board at the request of the Court in 1992 (969) was an increase of 5.7%. However, the 1993 presentence request total (706) was a 27.1% decrease. The number of special probation/parole case referrals from the Courts in 1992 (3,398) was a decrease of 1.6% while the referrals for 1993 (3,444) represented an increase of 1.4%. Criteria for provision of these services was established by the Board in January, 1988. The Board continues to provide full adult probation services for Mercer and Venango Counties since neither has an adult probation and parole department. In 1992, approximately 56.4% of presentence investigation requests and 32.1% of special probation/parole supervision requests originated from the two counties. The 1993 figures were 61.8% and 34.2% respectively. While the number of special probation/parole cases under supervision has remained fairly constant (3,406 to 3,715), the percent of special probation/parole caseload in relationship to the overall Board caseload has continued to decline.

This five year pattern is seen in the following table:

Calendar Year	Total Board Caseload	Spec. Prob./ Parole Cases	% of Total Caseload
1987-88	16,890	3,715	21.9
1988-89	17,218	3,538	20.5
1989-90	18,327	3,406	18.6
1990-91	21,587	3,703	17.2
1991-92	23,813	3,666	15.4
1992-93	25,481	3,532	13.9

Act 35 of 1991 County Supervision Fees

Act 35 of 1991 (71 P.S. §180-7.20) was signed into law August 14, 1991 and stipulated, in part, that adult criminal offenders under county supervision, must pay a supervision fee of at least \$25 per month unless the Court finds that an offender under its jurisdiction is unable to pay. The sentencing judge is required to impose upon an offender, as a condition of supervision, a monthly supervision fee unless the Court determines that the fee should be reduced, waived or deferred based upon one or more of the following criteria:

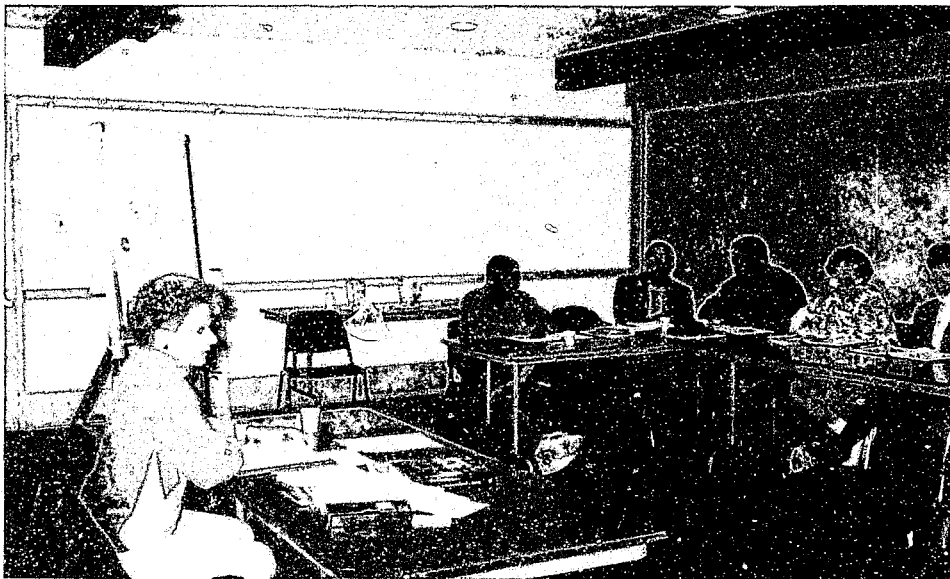
- The offender has diligently attempted but has been unable to obtain employment that provides the offender sufficient income to make such payments.
- The offender is a student in a school, college, university or a course of vocational or technical training designed to fit the student for gainful employment.
- The offender has an employment handicap, as determined by an examination acceptable to or ordered by the court.
- The offender's age prevents employment.
- The offender is responsible for the support of dependents and the payment of the assessment constitutes an undue hardship on the offender.
- Other extenuating circumstances as determined by the court.

The act provides for the establishment of County Offender Supervision Funds and a State Offender Supervision Fund. Counties have designated an appropriate agency to be responsible for the collection of supervision fees. The administrator of the collecting agency is responsible for the collection, safeguarding, and disbursement of these fees. The county collecting agency is required to deposit 50% of the fees collected into the County Offender Supervision Fund. These funds can be disbursed only at the discretion of the president judge. The remaining 50% is deposited with the county clerk of courts for transmittal to the Pennsylvania Board of Probation and Parole through the Pennsylvania Department of Revenue. County Supervision Fees are to be used to supplement Federal, State, or County appropriations for the county adult probation and parole department. These funds are to be used to pay the salaries and employee benefits of adult probation personnel employed by the county's probation and parole department

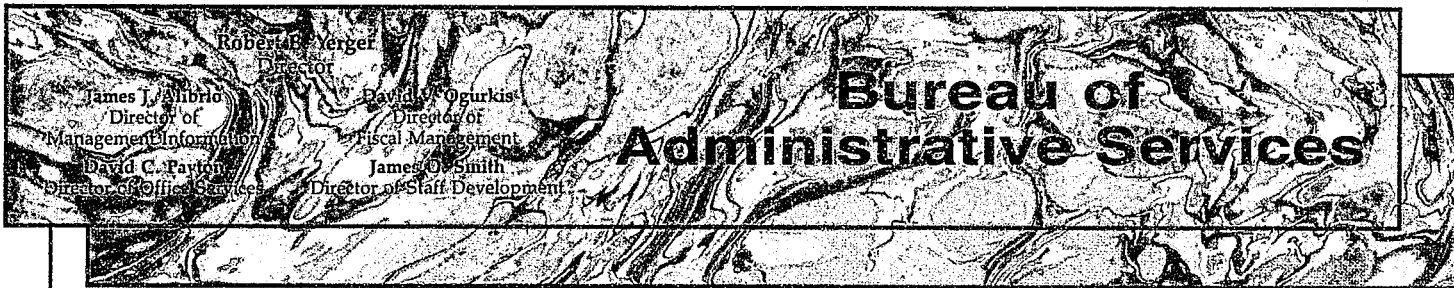
and the operational costs of that department. As of August, 1992, all counties have implemented a supervision fee program.

The act also provides for the establishment of regulations for implementation of the County Offender Supervision Fee Program. Regulations were adopted on July 29, 1993 to comply with this portion of the Act.

Since the effective date of Act 35, counties have been submitting to the Board 50% of the supervision fees as required. As part of providing for administration of the County Supervision Fee Program, the Board adopted the formula for disbursement for Fiscal Years 1992/93 and 1993/94 in which fees shall be returned to each county, dollar-for-dollar. On December 2, 1992 the first disbursement of \$898,649 in supervision fees was made to 54 counties. During Fiscal Year 1992/93, the Board returned \$4,552,209 to 65 counties, which is 50% of the total supervision fees (\$9,104,418) collected by the Counties.



Debra Martini, founder of RISC (Re-entering into Society Clean) explains the program in a training session before state parole agents and county probation and parole officers.



Fiscal Management Operations

In 1992 and 1993, new federal and state funds, became available to initiate programs to reduce prison overcrowding, to begin a new Sex Offender Program, to develop a new statewide electronic monitoring system, and to expand the Board's successful intensive drug supervision programs. A portion of these funds are currently being utilized to cover the costs of programs which enable the release of inmates from state correctional institutions who might otherwise have been refused parole and, via electronic monitoring, to keep parolees in the community who otherwise would have been recommitted. During 1993, additional staff were hired to provide pre-parole services at the new state correctional facilities recently opened.

As described above, funds were made available to train a select group of parole agents in the management of sex offenders and to expand the supervision efforts of the Board and county probation departments with offenders who have histories of drug and alcohol abuse. Prior to 1992, the Board had established three intensive drug units in Philadelphia and one in Pittsburgh. A new drug unit in Chester became operational in April, 1992. Funds have also been appropriated by the legislature for six additional intensive drug units planned for Reading, Harrisburg, Northwest Philadelphia, Scranton, Norristown and Mon-Valley. All of these drug units are dedicated toward the supervision of the hard-core drug user. This expansion has also included special grants to county adult probation departments for additional staff to supervise offenders with drug and alcohol problems.

A recently negotiated contract with the Philadelphia Court of Common Pleas channels funds to the Board to begin a new community service project (entitled GLOW), which utilizes volunteer probationers to remove hazardous lead-based paint from designated residences in the Philadelphia area. This contract runs through January 1994.

The Division of Fiscal Management has the ongoing responsibility of collecting, logging, and accounting for client balances for both drug testing (Act 97-1989 and Act 114-1990) and monthly supervision fees (Act 35-1991). With the cooperation of the Division of Management Information, computerized programs have been

developed to handle all aspects of the fees collection system. These fees are deposited into a special account which is later used to help augment the Board's ongoing operations.


Division employees also analyze the expenditure patterns of several grants first received from the Pennsylvania Commission on Crime and Delinquency in 1988 and continuing into 1993. Quarterly and final fiscal reports are prepared as required to verify that expenditures are within federal guidelines.

All of these new or expanded programs are specific in concept and require individualized fiscal scrutiny. Each program is being fiscally analyzed, relevant data is being compiled, and fiscal projections continually updated. This work is in addition to maintaining the daily fiscal management requirements of the Board including in-depth budgetary projections for in-house projects, legislative and budget office requests, and the maintenance of daily requirements of the Board's advancement accounts.

Information Systems Continue to Grow

The Electronic Data Processing Unit focused on ways to use technology effectively to contain costs and increase productivity in the delivery of parole services in several areas.

- 1) Client risk and needs assessment forms which are processed twice a year were converted to an optically read form in order to eliminate the need for manual data entry. Over 50,000 forms are now read annually by the Board's optical mark reader.
- 2) An electronic docket was created for scheduling parole interviews. An electronic docket lists all inmates who are scheduled for a parole interview by minimum date for each interview month. The development of an electronic docket resulted from a complete business process restructuring with the Department of Corrections. Heretofore, a tracking system was set up to manually monitor minimum sentences until parole release for each new inmate in the Department of Corrections. Each agency monitored the same cases for the same amount of time. The Board abandoned



assigning unique parole numbers and used the Department of Correction's record identifier. The Board first created the offender's electronic record six months prior to the minimum date when the Department initiated its own case review. All sentence data is now gathered for the Summary of Sentences, form 16D, and entered into the Board's system. The electronic docket allows geographically dispersed staff to work out of the same electronic file and schedule appointments for inmates. Further enhancements for this tracking system include the electronic transfer of data from the Department to the Board.

- 3) Development of an electronic supervision fee collection system continued in compliance with the requirements of Act 35 of 1991. Although the basic automated supervision fee collection system was developed at the end of 1991, key components of the law were not accomplished until mid 1992.
- 4) The Board successfully implemented a computer interface with the Department of Corrections using SNA protocol and IBM 3274 emulation. This interdepartmental host computer interface was accomplished through a connection with COMNET and participation in the Commonwealth's IMUX contract. Board staff may work at their desks and access Department of Corrections computer files to obtain information on inmates. Of particular importance to the preparole process is obtaining information on current sentences and inmate location. Heretofore, inmate information was obtained through a telephone call to Department staff who would then access the computer data base for the information. This connection has improved efficiency for both agencies by eliminating unnecessary steps in information gathering.
- 5) The Board successfully completed a system upgrade of its mainframe electronic data processing capability through the acquisition of a used Wang VS 7150 minicomputer which replaced an obsolete Wang VS 80 minicomputer. This conversion was accomplished successfully with minimal disruption of EDP services which were unavailable for less than two days. The purchase of a used Wang system from the Pennsylvania Intergovernmental Council, and the donation of used Wang

microcomputers and printers from the Attorney General's Office, greatly enhanced Board employee's computing capability which improved productivity at minimal cost to the Commonwealth.

The Research Unit examined program effectiveness in electronic monitoring and continued to study the efficiency of parole decision-making guidelines. One of the year's more significant accomplishments was producing a report on the effectiveness of electronic monitoring. This study demonstrated the effects of electronic monitoring as a means of controlling behavior and reducing crime. As long as an offender was maintained under electronic monitoring, supervision results were superior in comparison with a similar group without electronic monitoring. A second area of study for the year was the impact of policy changes in parole decision-making guidelines. This study underscored the role of risk assessment and institutional behavior in decisions. It also examined the effects of policy for the drug dependent offender.

The Statistical Information Unit's role of providing quantitative management information in support of decision-making and budgeting continued to be of vital importance despite staffing constraints. Monthly, quarterly, and annual statistical presentations provide valuable information about the health of the agency in fulfilling its mission for the Commonwealth. Efforts were made in 1992 and 1993 to set priorities on the expanding horizon of information needs and effectively produce only the most essential information. One of the more significant accomplishments, however, was the role of both the Statistical Unit and the Research Unit in producing two major reports: *Changes in Parole Policy; Impact and Performance* [February 1992] and *Trends in Parole; Policy and Performance* [October 1992]. These reports examined the impact of the Board's prison diversion programming efforts on prison overcrowding and noted the tremendous shift in population away from prison and into the community; also noted was the lack of a commensurate funding shift to provide management of offenders in the community.

Office and Equipment Upgrades

The Division of Office Services continues its activity towards providing improved office space



for its employees, clients and the general public. Several of the Agency's office leases are under review including: Tioga Sub-Office, Norristown Sub-Office, Kensington Sub-Office, Harrisburg District Office, Chester District Office, East End Special Intensive Drug Unit and the Agency's Central Office. Improved office security is one of the most important factors as leases are renewed. In addition, all other Agency offices are being evaluated in terms of Americans with Disabilities Act (ADA) requirements. This Act mandates compliance by January, 1995 for all offices which includes complete office as well as program accessibility.

The Division, in addition to processing routine purchases of equipment, supplies, and execute all Agency contracts for services, is evaluating special Agency office equipment needs such as the purchase of a new electronic key telephone system for the Lancaster Sub-Office, fax machine for the Bureau of Supervision and new office and safety equipment for the recently established Special Intensive Drug Unit in Chester. An increase in the purchase of safety equipment is anticipated to continue as the Agency places a very high priority on employe safety.

The Division obtained a long sought commitment from the Department of General Services, Bureau of Vehicle Management, to provide standard sized vehicles rather than compacts or sub-compacts for Agency use. Although the vehicle replacement transition will occur through normal annual vehicle replacement, this is a major improvement over existing conditions. These vehicles will provide greater safety to parole agents in the performance of their duties which include arrest, extradition and transportation of parole violators to county jails and state correctional institutions.

Staff Development Operations

During 1992 and 1993 the Board's Division of Staff Development provided in-service training curriculum which totalled 189 course offerings. As mandated through the Parole Act and offset through fiscal assistance from the Board's Grant-in-Aid Program, 2,179 Board staff and Adult County Probation staff participated in all programs. Some of the new course titles included "Profiling the Adult Arsonist," "Domestic Extremist Groups," "Cultural Factors in Working With Chemically Dependant African Americans," "Relapse Prevention for Sex Offenders," and "Skills for Effective Living."

The division also continued to provide quarterly basic training academies to newly-hired staff under coordination of Staff Development Specialist Harry A. Wigder. During 1993, the Board conducted three training academies and graduation ceremonies.

During 1992 and again in 1993 the Division monitored a contract with the Administration of Justice Department of Penn State University which provide for graduate course instruction as an in-service training option for interested staff. The Division developed and monitored a contract for consultation services to the new sex offender unit in the Philadelphia district. The Division also planned with the Office of Administration an advanced Aids training course to all Agency direct service staff.

James O. Smith, Director of the Division of Staff Development also chaired the CORE Planning Group. During 1992 the CORE group held a Goal Planning Conference which involved participants from all district planning groups. The conference was held in State College and was facilitated by Art Amann, Rick Wienczkowski, and Patti Lightner from the Erie County Adult Probation Department. These individuals put participants through a Quality Circle Planning process. This process enabled participants to focus on four key areas from which the Board's 1993-94 goals emerged. The goals were then presented at the September 21, 1992, Board meeting and were unanimously accepted.

Division staff members also participated in a number of activities in addition to their normal training functions. These included membership on the Board's Safety Committee, providing special training in travel expense and out-service training procedures, representing the Board at college and university career fairs, presenting training modules to the Pennsylvania State Police cadets, developing and presenting a series of noontime videos to Central Office staff, and conducting special arrest training for rural county probation departments.

Staff and resource shortages have strained the Division but the quality and professionalism of its staff prevailed so high calibre programming continued uninterrupted. Beginning with the new year in 1994, the Division of Staff Development was placed within the Bureau of Administrative Services while awaiting approval by the Office of Administration of the organizational change.

Another initiative worthy of note during the year included an Advanced AIDS training and a safety training effort.

The Advanced AIDS training was sponsored by the Governor's Office of Administration and conducted through the University of Pittsburgh's AIDS Education and Training Center. During 1993, three two-day Advanced AIDS trainings were conducted for parole field and institutional staff. These programs focused on issues related to policy, prevention, the medical features of HIV infection and AIDS, and Act 148.

The safety initiative manifested as a three-day training program entitled, "Safety Tactics Against Resistance (STAR)." This three-day program was developed by in-house certified Pressure Point Control Instructors. It includes arrest and handcuffing tactics, self defense tactics and weapon retention. It is the goal of the Division to train all Board field staff and then make the STAR training a normal part of our in-service curriculum.



(Left to right) Robert Hromack, Parole Agent; James Smith, Director of Staff Development; David Baker, District Director and Bonnietta Ferguson, Parole Agent are participating in a group training session.

Robert A. Gray
Chief Counsel
Arthur R. Thomas
Assistant Chief Counsel
Scott Roy
Assistant Chief Counsel

Office of Chief Counsel

The Office of Chief Counsel provides legal services to the Board by defending State Court challenges to Board determinations and representing the Board before various Commonwealth agencies such as the Civil Service Commission, the Human Relations Commission, the Unemployment Compensation Board of Review and the Board of Claims. This Office also represents the Board in complaints filed with the United States Equal Employment Opportunity Commission and in actions involving the United States Department of Justice. In accordance with the Commonwealth Attorneys' Act, the Office of the Attorney General is primarily responsible for defending the Board and its staff in lawsuits filed by parolees and prisoners in the Federal Courts. In those cases, this Office provides litigation support to the Attorney General's Office.

The majority of the litigation defended by this Office pertains to appeals to the Commonwealth Court from parole revocation decisions. Prior to filing appeals in the Commonwealth Court, parolees must first exhaust their administrative remedies with the Board, either through an administrative appeal or a petition for administrative relief. Petitions for administrative relief are handled by this Office. While administrative appeals are heard by three member appeal panels, this Office advises the panels on the applicable law and assists in drafting formal opinions adopted by the appeal panels.

In both administrative appeals and in subsequent appeals to the Commonwealth Court, the more frequent challenges to parole revocation decisions fall into several broad categories:

- (1) whether the evidence is sufficient to support findings of parole violations;
- (2) whether the revocation hearings are timely;
- (3) whether the amount of parole violation backtime assessed by the revocation panel is unduly harsh and excessive; and
- (4) whether the Board properly allocated custody credit.

Another source of litigation involving the Board, other than direct appeals, consists of original actions filed by inmates in the Commonwealth Court challenging the

chronological order in which they have been directed to serve parole backtime and any new sentence, attempting to have serious conditions of parole modified or dropped, and seeking to compel the Board to provide them with confidential information or to release them earlier on parole. This Office has been very successful in warding off these challenges without the necessity of trial.

In addition to the original and appellate matters in both the Commonwealth and Supreme Courts of Pennsylvania, this Office defends the Board in habeas corpus and Post-Conviction Relief Act (PCRA) actions brought by parolees and prisoners in the various county Common Pleas Courts throughout the Commonwealth. Rather than construing actions filed with it as falling within either its own original or appellate jurisdiction, the Commonwealth Court has somewhat more frequently found cases to be in the nature of habeas corpus and has transferred them to the Court of Common Pleas of apparent venue. In such instances this Office has been, for the most part, able to secure the cooperation of the various district attorneys' offices in defending such actions. Consequently, travel by the attorneys of this Office to the many Courts of Common Pleas has so far been limited.

A continued increased facet of the function of this Office is in assisting the Division of Staff Development in providing legal training to Board personnel and to county probation officers. This Office has trained parole agents in courtroom performance, presentation of evidence and cross-examination, formulating conditions of parole, due process requirements and exposure to liability. Both State and county probation officers frequently contact this Office for updates or for advice in particular cases involving issues such as arrest, search and seizure and the use of force.

In addition to providing advice to the Board routinely on matters of policy and procedure, this Office also drafts proposed amendments to the Probation and Parole Act and to the Board's regulations. This Office also reviews contracts, grants-in-aid and inter-agency memoranda of understanding. As well as rendering legal opinions on issues related to the Board, this Office also routinely advises the Board, hearing examiners and parole agents on issues relating to evidentiary challenges at revocation proceedings and on any updates on changes in the law affecting the Board in its various functions.

Planning for the Board's 50th Anniversary Celebration

A major initiative of the Executive Assistant during 1992 was the planning, organization and preparation of activities in honor of the Board's fifty years of service to the Commonwealth. An informational brochure on the functions of the Board was updated to include a historical component on the Board's 50th anniversary. A news release and articles were written about the Board to commemorate its 50th anniversary. A 50th anniversary committee chaired by the Executive Assistant worked on developing the program for the banquet which was held on the evening of October 19, 1992. The Executive Assistant coordinated with bureau heads to plan the banquet during statewide staff meetings which were to be held in the fall and then arranged for the site location and meeting space. Invitations were mailed, meal reservations were handled and the banquet program itinerary with guest speakers was finalized. Arrangements were made for presenting the Governor's Greetings, the House and Senate Citations, and the Attorney General's Proclamation. The turnout was tremendous with approximately 275 people attending. They included current and former Board employes, governmental officials, and heads of advisory committees and organizations.

House Judiciary Committee Tours Board

In October, 1992, the Executive Assistant made arrangements to have the House Judiciary Committee meet with the Board and tour the Central Office building. The House Judiciary Committee members met with Board Members to discuss a variety of issues. The tour included meeting with each Bureau Director for a presentation on its functions and responsibilities. Those who attended the tour included House Judiciary Committee Chairman Thomas Caltagirone; Representatives Gerard Kosinski, David Mayernik, Robert Reber and Anthony Williams; Executive Director David Krantz; and legislative staff Eric Feldman, Kathy Manucci, Mary Beth Marschik and Galina Milohov.

Assumption of Legislative Liaison Duties

The Executive Assistant assumed the additional responsibility as the legislative liaison for the Agency. Activities performed during the past year include: following bills through the legislative process, attending legislative meetings, and preparing written analysis and program impact

statements on bills impacting on the Agency. The Executive Assistant was also responsible for developing essential communications with the legislative members and their staff and responding to their requests for information. In addition, a legislative reference library was created in the Executive Assistant's Office for Board staff use.

"Pennsylvania Behind Bars"

The Executive Assistant acted as coordinator in the development of a documentary aired on television called "Pennsylvania Behind Bars" produced by WQLN Public Broadcasting of northwest Pennsylvania. Interviews were scheduled in Philadelphia, Pittsburgh, and Harrisburg and setups were arranged for filming of the documentary both in the offices and in the community showing parole agents working with parolees.

Funding for a Day Reporting Center Requested

During 1993, the Executive Assistant chaired an Ad Hoc Committee for Day Reporting Centers. The committee was charged with the responsibility to develop a proposal for establishing day reporting centers in Pennsylvania. The proposal suggests day reporting centers be one-step facilities providing assessment, structure and program services for newly released clients. The proposal was submitted to PCCD requesting federal funding for the program in the 1994/95 fiscal year.

Ongoing Responsibilities

The Executive Assistant provides needed assistance to the Chairman for special projects and programs which includes analyzing various program policy and procedure proposals which are submitted to the Chairman for decision making. Additionally, the Executive Assistant conducts quarterly bureau director meetings, and edits and maintains the Board's *Manual of Operations and Procedures*. The Executive Assistant serves as the public relations and public information officer for the Board. The Executive Assistant finalized and published the 1990 and 1991 Annual Report, reinstated the "Palaver", which is a monthly newsletter for all employes, and wrote various news releases for publication. During 1992 and 1993, there were 497 inquiries from press, television, radio reporters, legislators and others for information on Board operations and decisions about clients. Also, numerous materials were distributed to the Governor's Office, the legislature, various governmental and other agencies, the general public and national organizations.

Personnel Fills Vacancies

During 1992, the Personnel Division assisted the Agency Head to maintain continuity of program through the filling of three Bureau Director positions, the Executive Assistant position, the Personnel Director position, and three District Director positions. Advances during the period were made as to modernizing management effectiveness through the addition of word processing equipment. Policies and procedures were also advanced as to improving management of the persons with disability program as well as the employe recognition program.

During 1993, the Division of Personnel has developed many strategies to effect a positive attitude toward personnel issues. Some of those strategies included:

- a. Re-defining the Agency's Discipline Policy to insure that employes are offered assistance as well as taking corrective action which may be appropriate.
- b. Assisting with a very successful budget process in obtaining new positions for the Board, which results in a substantial increase in the complement.



Personnel Director Thomas Marshall reviews standards for performance evaluations.

- c. Assisting managers in dealing with employe problems.
- d. Assisting in the procurement of much needed safety equipment for the field staff.

In November, 1993 the Division of Personnel began to report directly to the Chairman while awaiting approval by the Office of Administration of the organizational change.

Affirmative Action Officer Named ADA Coordinator

During 1992, the Affirmative Action Officer was designated as the agency's Americans With Disabilities Act of 1990 (ADA) Coordinator, responsible for directing Agency staff towards compliance with the Act. Self evaluation surveys were completed for all agency offices, this included physical accessibility surveys completed by field personnel and program accessibility surveys completed by Central Office staff. Also, two (2) persons with disabilities assisted Central Office staff in completing on-site testing of physical accessibility for the Central Office building. In addition to physical accessibility compliance, the ADA Director directs compliance with employment provisions for persons with disabilities as well as ensuring that reasonable accommodation requests are considered.

Contract Compliance Plan Activity

During 1992, the Board's Affirmative Action Officer developed the 1992-93 Contract Compliance Plan, which was signed by the Board's Chairman on August 20, 1992. The Contract Compliance Program ensures, through monitoring that all contracts that receive state monies, are equal opportunity employers, and in concert with the Board's commitment to a fundamental policy of equal employment opportunity.

Minority Recruitment Efforts Continue

The Board continually recruits minorities for the selection process of new employees. As part of this effort, the Affirmative Action Officer met with West Chester University seniors who were interested in careers in the field of criminal justice. Information was provided concerning the parole agent classification and the Civil Service Test schedule. Ms. Ingram also participated in the Commonwealth Job Fair held at the Hispanic

Aspira Center in Philadelphia assisted by the Supervisor of our York Sub-Office, sponsored by the Bureau of Affirmative Action/ Contract Compliance.

Affirmative Action Training

The Affirmative Action Officer attended staff meetings at the Harrisburg and Allentown district offices to share information with staff on the Commonwealth's and the Board's Affirmative Action Program. Ms. Ingram also presented information on the Commonwealth's and the Board's Contract Compliance Program to county chief probation and parole officers in State College.

Ms. Ingram participated in "Investigation Complaints" training for all Affirmative Action Officers, sponsored by the Bureau of Affirmative Action/Contract Compliance.

Ongoing Responsibilities

The Affirmative Action Officer provides numerous services for the Board on an ongoing basis. These responsibilities include:

- regular attendance at meetings of affirmative action and contract compliance officers from various agencies;
- attendance at Board meetings, bureau directors' meetings, staff meetings, etc., to share information on the Affirmative Action Program, advise managers and supervisors of their responsibility to the program and ensure that agency practices, procedures, and policies are established in a non-discriminatory manner to assure equal employment opportunity for all;
- continue to train all new supervisors on the "Selection and Interviewing Techniques" course with the assistance of one (1) of the Board's personnel analysts; and
- attendance at all meetings and seminars on ADA Compliance as sponsored by the Governor's ADA Policy Office.

EEO Policy Statement

AFFIRMATIVE ACTION/EQUAL EMPLOYMENT OPPORTUNITY

The Pennsylvania Board of Probation and Parole hereby states its firm policy to the commitment of equal employment opportunity for all persons without regard to race, color, religious creed, lifestyle, non job-related disability, ancestry, national origin, union membership, age, sex, AIDS or HIV infection.

The commitment to equal employment opportunity shall prevail in all employment practices including recruiting, interviewing, hiring, promoting and training. All matters affecting pay, benefits, transfers, furloughs, education, tuition assistance and social and recreational programs shall be administered consistent with the strategies, goals and timetables of the Affirmative Action Plan, and with the spirit and intent of state and federal laws governing equal opportunity.

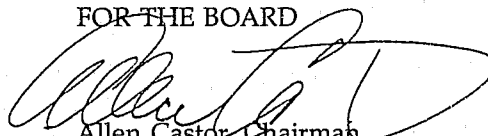
Every Administrator, Manager and Supervisor shall: participate in Affirmative Action implementation, planning and monitoring to assure that successful performance of goals will provide benefits to the agency through greater use and development of previously underutilized human resources; and, insure that every work site of this Board is free of discrimination, sexual harassment, or any harassment of the employes of this agency. Management's performance relating to the success of the Affirmative Action Plan will be evaluated in the same manner as other agency objectives are measured.

The agency shall not discriminate on the basis of handicap (pursuant to Sections 503 and 504 of the Federal Rehabilitation Act of 1973) or disability (pursuant to Title I of the Americans with Disabilities Act of 1990) in the opportunity to participate in, or benefit from, any aid, benefit, or service provided by the agency, nor does it provide services to persons with disabilities that are not equal to that afforded others, as regards opportunity to obtain the same result, to gain the same benefit, and to gain the same level of achievement. In offering employment and promotions to persons with disabilities (which includes individuals and state employes with AIDS or HIV infection), the agency assures that no reductions in compensation will result because of disability income or other benefits. No service provided to persons with disabilities shall be separate or different from those afforded others, except where such differences are necessary to bring about a benefit for the handicapped participant equal to that of others, in terms of providing reasonable accommodation for the mental and physical limitations of an applicant or employe. All facilities and physical structures of the Board shall be free from physical barriers which cause inaccessibility to, or unusability by, persons with disabilities, as defined in section 504, Title I of the Americans with Disabilities Act of 1990 and any subsequent regulations.

LeDelle Ingram, Affirmative Action Officer for the Board is authorized to carry out the responsibilities of the Affirmative Action Office, assisted by the Personnel Division. If any employe has suggestions, problems, complaints, or questions, with regard to equal employment opportunity/affirmative action, please feel free to contact the Affirmative Action Officer, Box 1661, Harrisburg, PA 17105-1661, phone 717-787-5897.

This is the adopted policy on Equal Employment Opportunity/Affirmative Action/Affirmative Action for persons with disabilities, of the Pennsylvania Board of Probation and Parole, and all responsible staff are expected to adhere to these mandates. Programs and non-compliance reports shall be frequently monitored to insure that all persons are adherent to this policy. **Non-compliance with this policy shall be directed to Allen Castor, Chairman**, who is responsible for insuring effective and proper implementation of equal employment opportunities within this agency.

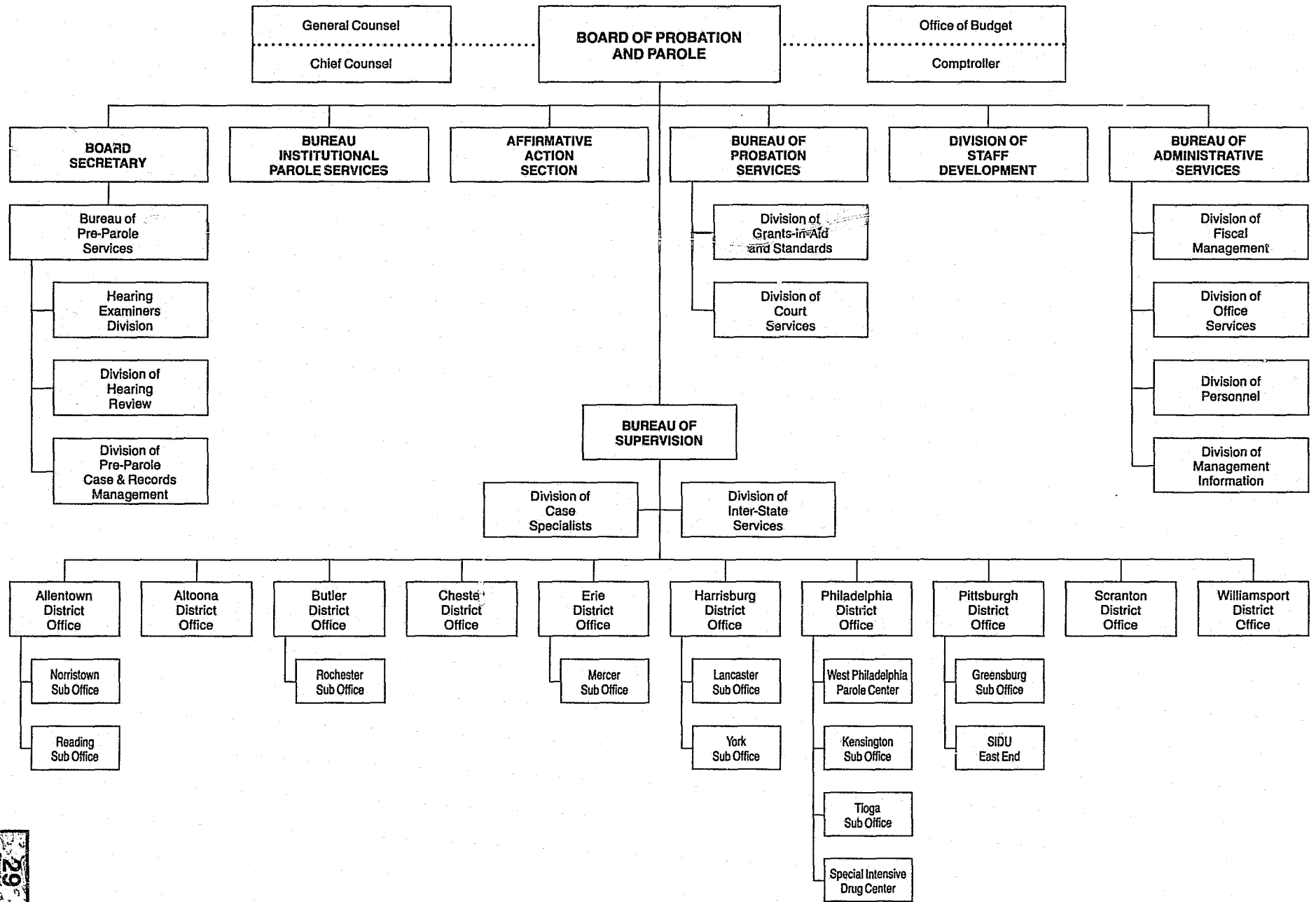
FOR THE BOARD



Allen Castor, Chairman
March 8, 1993

THE PENNSYLVANIA BOARD OF PROBATION AND PAROLE IS AN EQUAL OPPORTUNITY EMPLOYER

ORGANIZATIONAL CHART



1992 Employee Recognitions

We are pleased to recognize a number of the Board employees who have retired or received service awards during 1992. The retirement years noted are total years of service with the Commonwealth of Pennsylvania. The service awards are based on years of service with the Board.

RETIREMENTS

Howard D. Slagle, Parole Agent 2
Harrisburg District Office
May 22: 11 years, 5 months

Wayne F. Brauning, Parole Agent 2
Philadelphia District Office
May 29: 21 years, 6 months

Robert E. Frederick, Parole Agent 2
Harrisburg District Office
June 26: 11 years

Brenda J. Powell, Clerk Typist 2
Philadelphia Hearing Office
June 19: 17 years, 2 months

Albert Wright, Parole Agent 2
Philadelphia District Office
July 10: 10 years, 2 months

Ronald Kall, Parole Agent 2
Philadelphia District Office
September 18: 20 years

Richard J. Savastio, Parole Agent 2
Chester District Office
October 16: 20 years, 2 months

Peter T. Johnstone, Parole Agent 2
Philadelphia District Office
November 13: 19 years, 9 months

Lawrence R. Montgomery, Parole Agent 2
Norristown Sub-Office
November 28: 22 years, 11 months

Barbara A. Stark, Clerk 2
Bureau of Pre-Parole, Central Office
December 26: 13 years

SERVICE AWARDS

35 YEARS

Nancy W. Thompson
Pre-Parole Staff Technician
Bureau of Pre-Parole, Central
Office

25 YEARS

James R. Atz
Parole Agent 2
Philadelphia District Office

David Baker
District Director 1
Williamsport District Office

Lester C. Nagle
Parole Supervisor
Lancaster Sub-Office

David L. Ormsby
Parole Agent 2
SCI-Smithfield

Margaret E. Taylor
Institutional Parole Assistant
Philadelphia County Prison

20 YEARS

Paul E. Anderson
Parole Agent 2
Pittsburgh District Office

Fred T. Angelilli
Parole Hearing Officer
Philadelphia Hearing Office

James L. Arnett
Parole Agent 2
Allentown District Office

Doris A. Baker
Secretarial Supervisor 2
Scranton District Office

Mil M. Bakmaz
Parole Agent 2
Mercer Sub-Office

Robert L. Bell
Parole Agent 2
Allentown District Office

Samuel Bishop
Parole Agent 2
Philadelphia District Office

Michael L. Bukata
Parole Supervisor
Philadelphia District Office

Lawrence W. Bush
Parole Agent 2
Greensburg Sub-Office

Allen Castor
Chairman
Central Office

Carmine S. Caudullo
Parole Agent 2
SCI-Dallas

Timothy J. Coyle
Parole Agent 2
SCI-Camp Hill

Anthony E. DiBernardo
Parole Supervisor
SIDU Haddington

Keith W. Donoghue
Parole Agent 2
Pittsburgh District Office

Dennis J. Duffy
Parole Agent 2
Philadelphia District Office

James L. Eadline
Parole Agent 2
Norristown Sub-Office

Robert Evans
Parole Agent 2
SCI-Pittsburgh

Daniel J. Goodwin
District Director 1
Allentown District Office

Gary G. Gray
Parole Supervisor
Pittsburgh District Office

Eugene P. Harnak
Parole Supervisor
Philadelphia District Office

Vaughn P. Heym
Parole Supervisor
Harrisburg District Office

James R. Hines
Parole Supervisor
Philadelphia District Office

M. Jeffrey Hoaster
Probation and Parole Staff
Specialist 1
Bureau of Pre-Parole, Central
Office

John W. Ingram
Parole Agent 2
Reading Sub-Office

Karla S. Jackson
Parole Agent 2
SCI-Cresson

Lisa D. Jones
Clerk Typist 2
Chester District Office

Ronald Kall
Parole Agent 2
Philadelphia District Office

Amy L. Klacik
Clerk Stenographer 3
Rochester Sub-Office

Rachel G. Springer
Probation and Parole Staff
Specialist 1
Bureau of Pre-Parole, Central
Office

Linda S. Lesniak
Clerk Stenographer 3
Pittsburgh Hearing Office

Clyde J. Little
Parole Agent 2
Mercer Sub-Office

Leo J. Lubawy
Deputy District Director
Pittsburgh District Office

Stephen D. Lucey
Parole Agent 2
Chester District Office

William L. Lynn
Parole Agent 2
Greensburg Sub-Office

Richard R. Manley
Parole Supervisor
SCI-Dallas

Raymond P. McGinnis
Board Member
Central Office

John L. Mitchell
Parole Agent 2
Pittsburgh District Office

Steven Mittan
Parole Supervisor
Philadelphia District Office

Anne C. Morris
Parole Agent 2
Pittsburgh District Office



William H. Moul
Parole Hearing Officer
Bureau of Pre-Parole, Central
Office

John E. Murray
Parole Agent 2
Philadelphia District Office

Charles A. Myers
Probation and Parole Staff
Specialist 1
Bureau of Pre-Parole, Central
Office

Joann A. Okrutny
Clerk Stenographer 2
Pittsburgh District Office

Sandra R. Palmer
Clerk Typist 3
Reading Sub-Office

Christopher M. Pandolfo
District Director 1
Chester District Office

Martin A. Panik
Parole Agent 2
Williamsport District Office

Richard D. Philipkoski
Parole Supervisor
Williamsport District Office

Larry A. Polgar
Parole Supervisor
Allentown District Office

James W. Riggs
Board Secretary
Bureau of Pre-Parole, Central
Office

Daniel S. Roberts
District Director 1
Altoona District Office

Hugh R. Rodgers
Parole Agent 2
Philadelphia District Office

Joseph J. Rutolo
Parole Agent 2
Reading Sub-Office

Richard J. Savastio
Parole Agent 2
Chester District Office

Howrhu M. Self
Parole Agent 2
Philadelphia District Office

Richard P. Sheppard
Parole Supervisor
Cedar Sub-Office

John P. Skowronski
Director of Hearing Review
Bureau of Pre-Parole, Central
Office

Barry Stephens
Parole Agent 2
Lancaster Sub-Office

Larry J. Turner
Parole Supervisor
SRCF-Mercer

Louis D. Voltolina
Parole Warrant Officer
Philadelphia District Office

C. W. Wehrle, Jr.
Parole Agent 2
Norristown Sub-Office

Robert Wilchacky
Parole Agent 2
SCI-Graterford

Ronald B. Zappan
Deputy District Director
Philadelphia District Office

15 YEARS

Glenn E. Hogue
Parole Supervisor
Mercer Sub-Office

James A. Mittica
Parole Supervisor
Rochester Sub-Office

Rodney E. Torbic
Parole Hearing Officer
Pittsburgh Hearing Office

10 YEARS

Karen A. Campopiano
Institutional Parole Assistant
SCI-Smithfield

1993 Employee Recognitions

We are pleased to recognize a number of the Board employees who have retired or received service awards during 1993. The retirement years noted are total years of service with the Commonwealth of Pennsylvania. The service awards are based on years of service with the Board.

RETIREMENTS

Terry L. King, Parole Agent 2
East End Sub-Office
October 1: 19 years, 8 months

Joseph E. Davis, Parole Hearing Officer
Philadelphia Hearing Office
September 3: 22 years, 8 months

Harry B. Leech, Parole Agent 2
Pittsburgh District Office
September 3: 25 years, 3 months

James R. Atz, Parole Agent 2
Philadelphia District Office
June 29: 30 years, 5 months

Leonard L. Lyons, Parole Agent 2
Philadelphia County Prison
June 25: 20 years, 1 month

Hugh R. Rodgers, Parole Agent 2
Philadelphia District Office
June 26: 25 years, 1 month

Patricia L. Stasik, Clerk Stenographer 3
Special Intensive Drug Center (Philadelphia)
June 14: 16 years, 1 month

Laura A. Arthur, Clerk Stenographer 3
Williamsport District Office
April 2: 10 years, 3 months

Louis Voltolina, Parole Warrant Officer
Philadelphia District Office
January 29: 20 years, 10 months

SERVICE AWARDS

30 YEARS

Marianne C. Cameli
Parole Supervisor
SCI-Retreat

25 YEARS

Joanne G. Adams
Pre-Parole Staff Technician
Bureau of Pre-Parole, Central
Office

Joyce V. Aner
Clerk Typist 3
Philadelphia District Office

John P. Judge
Parole Hearing Officer
Scranton Hearing Office

Robert D. Petrilli
District Director 1
Butler District Office

Norma M. Shelton
Parole Agent 2
Williamsport District Office

20 YEARS

W. Conway Bushey
Adult Probation Services Manager
Bureau of Probation Services,
Central Office

Carl H. Christian
Parole Agent 2
Norristown Sub-Office

Susan R. Dannenberg
Parole Supervisor
Philadelphia District Office

Barbara J. Edwards
Clerk Typist 3
Allentown District Office

Edward R. Flick
Parole Agent 2
Mercer Sub-Office

Terre I. Forsyth
Descriptive Statistician
Bureau of Probation Services,
Central Office

Robert J. Franz
District Director 1
Erie District Office

Renaldo J. Gattone
Parole Agent 2
Philadelphia City Wide Drug Unit

Martha Holman
Clerk 2
Philadelphia District Office

LeDelle A. Ingram
Compliance Specialist 3
Executive Bureau, Central Office

Elizabeth A. Iskric
Clerk Stenographer 3
Bureau of Supervision, Central
Office

Donald M. Jeffries
Parole Agent 2
York Sub-Office

Robert J. Jroski
Parole Agent 2
Allentown Institutional Unit

Larry J. Ludwig
Parole Supervisor
East End Sub-Office

Leonard L. Lyons
Parole Agent 2
Philadelphia County Prison

Joseph J. Menegat
Probation and Parole Staff
Specialist 1
Bureau of Pre-Parole, Central
Office

Benjamin Montgomery
Parole Agent 2
Philadelphia District Office

David C. Payton
Administrative Officer 3
Bureau of Administrative Services,
Central Office

Ruth J. Prillerman
Parole Agent 2
Philadelphia District Office

Darryl E. Rankin
Parole Agent 2
Philadelphia District Office

Robert W. Reiber
Director of Intra-State Parole
Supervision
Bureau of Supervision, Central
Office

David W. Richardson
Parole Agent 2
Erie District Office

Joseph L. Scott
Parole Supervisor
Philadelphia District Office

Michael J. Snyder
Parole Agent 2
Allentown District Office

Barbara A. Starnes
Clerk Stenographer 3
Kensington Sub-Office

Joyce A. Summers
Parole Agent 2
Pittsburgh District Office

Henry R. Watkins
Parole Agent 2
Philadelphia District Office

15 YEARS

Dolores H. Furlong
Clerk Stenographer 3
Allentown District Office

Linda L. Jackson
Clerk Typist 3
Philadelphia District Office

Richard W. Komosinski
Parole Agent 2
Greensburg Sub-Office

Charles T. Loftus
Parole Agent 2
Chester District Office

Thomas E. Rock
Parole Agent 2
Pittsburgh District Office

Ronald C. Roland
Parole Supervisor
Harrisburg District Office

Virginia L. Weber
Clerk Typist 2
East End Sub-Office

Julie A. Yates
Parole Agent 2
Pittsburgh District Office

10 YEARS

Laura A. Arthur
Clerk Stenographer 2
Williamsport District Office

Kathleen A. Carney
Parole Agent 2
Scranton District Office

Deborah R. Cook
Parole Supervisor
Altoona District Office

Thomas J. Drennan
Parole Agent 2
Scranton District Office

Lawrence J. Kalcevic
Parole Agent 2
Pittsburgh District Office

Robert G. Shimrak
Parole Agent 2
Mercer Sub-Office

Robert J. Slawson
Parole Agent 2
Altoona District Office

Jeanne M. Specht
Probation and Parole Staff
Specialist 1
Bureau of Supervision, Central
Office

Michelle M. Yelenic
Clerical Supervisor 2
Pittsburgh District Office

Diane M. Zeigler
Personnel Analyst 2
Bureau of Administrative Services,
Central Office

IN MEMORY ... Mary L.D. Kelley, Parole Agent 2, Mercer Sub-Office died at the Franklin Hospital on Saturday, December 11, 1993, due to cancer. A dedicated employe, Parole Agent Kelley completed 9 years, 8 months of service to the Board, providing supervision to probationers and parolees. Parole Agent Kelley served on the Advisory Board of Family Planning of Mercer County and was active with the AIDS Foundation.



FINANCIAL SUMMARIES

EXPENDITURES BY STATE APPROPRIATION

Fiscal Year 1991-1992

GENERAL GOVERNMENT OPERATIONS	
General Appropriation	\$29,518,473
Augmentations	---
Federal Funds	700,750
Total Expenditures	\$30,219,223
Personnel Expenditures	\$25,812,038
Operational Expenditure	4,248,748
Fixed Asset Expenditures	158,437
Total Expenditures	\$30,219,223
DRUG OFFENDERS WORK PROGRAM (General Appropriation Only)	
Personnel Expenditures	\$ 147,000
Operational Expenditures	28,000
Fixed Asset Expenditures	---
Total Expenditures	\$ 175,000
GRANTS AND SUBSIDIES FUNDS ADMINISTERED BY THE BOARD (Improvement of County Adult Probation Services)	
General Appropriation	\$14,952,149
Federal Funds	740,000
Total Expenditures	\$15,692,149

Fiscal Year 1992-1993

GENERAL GOVERNMENT OPERATIONS	
General Appropriation	\$28,942,000
Augmentations (State Supervision Fees)	1,247,625
Augmentations (Glow Program)	14,603
Federal Funds	789,787
Total Expenditures	\$30,994,015
Personnel Expenditures	\$26,549,248
Operational Expenditure	4,202,895
Fixed Asset Expenditures	241,872
Total Expenditures	\$30,994,015
DRUG OFFENDERS WORK PROGRAM (General Appropriation Only)	
Personnel Expenditures	\$ 95,000
Operational Expenditures	15,000
Fixed Asset Expenditures	---
Total Expenditures	\$ 110,000
GRANTS AND SUBSIDIES FUNDS ADMINISTERED BY THE BOARD (Improvement of County Adult Probation Services)	
General Appropriation	\$13,354,444
Augmentations (County Supervision Fees) ..	5,450,989
Federal Funds	240,000
Total Expenditures	\$19,045,433

FEDERAL GRANTS AWARDED TO THE BOARD

Fiscal Year 1991-1992

Agency	Amount	No.
Drug Control and Systems Improvement Program	\$1,587,000	4

Fiscal Year 1992-1993

Agency	Amount	No.
Drug Control and Systems Improvement Program	\$1,031,000	5

STATE FUNDS

Fiscal Year	General Government	Drug Offenders Work Program	Intensive Drug Parole Units	Improvement of County Adult Probation Services	Total
1984-1985	18,631,484	---	---	3,235,531	21,867,015
1985-1986	19,475,072	---	---	6,999,999	26,475,071
1986-1987	19,970,370	---	---	10,044,223	30,014,593
1987-1988	21,694,436	---	---	13,424,628	35,119,064
1988-1989	23,710,455	---	---	14,196,689	37,907,144
1989-1990	25,229,076	\$ 52,715	\$102,293	8,046,477*	33,430,561
1990-1991	27,095,460	152,000	840,894	17,397,910	45,486,264
1991-1992	29,518,473	175,000	---	14,952,149	44,645,622
1992-1993	28,942,000	110,000	---	13,354,444	42,406,444

*In 1989-90, funding for the Improvement of County Adult Probation Services Program was switched from a calendar year basis to a State fiscal year basis, and the appropriated/expended amount was subsequently reduced by over \$7.5 million.

PROGRAM STATISTICS

The statistical tables which follow have been developed to provide comprehensive information on the operations and program performance of the Pennsylvania Board of Probation and Parole. The totals are designed to give a perspective on work outputs, program effectiveness, and trends regarding the technical functions and processes of the Board's services. The program statistics that follow contain a mixture of 1991-92 and 1992-93 data. Some FY 1992-93 statistical data was not available at time of publishing. To receive the updated tables when they become available, contact Darlene E. Zelazny, Executive Assistant, P.O. Box 1661, Harrisburg, PA 17105-1661, (717) 787-6208. For additional information or questions concerning these tables, contact the Division of Management Information (717) 787-5988.

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A. PAROLE DECISION MAKING

Board decision making encompasses three general types of decisions: parole decisions, revocation decisions, and supervision decisions. Table 1 provides a breakdown of Board case decisions in terms of the actions taken, i.e., the type of decision rendered. Total Board actions for Fiscal Year 1992-93 were 27,269. In addition, there were 3,440 special probation/parole cases assigned by the courts and accepted by the Board for supervision. Included in the 3,440 cases were 304 Accelerated Rehabilitation Disposition (ARD) and Probation Without Verdict (PWV) cases. These cases are probation options available to the first time offender.

TABLE 1
CASE DECISIONS BY TYPE OF BOARD ACTIONS

	FY 1991-92 Total	FY 1992-93 Total
Parole Granted	5,989	6,513
Street	923	1,139
Detainer	2,036	2,280
Parole Refused	910	631
Continued Cases		
Recommitment:		
TPV & reparole date set (2 decisions)	1,744	1,778
Street	0	46
Detainer	334	476
CPV & reparole date set (2 decisions)	554	642
Street	119	135
Detainer	63	60
TPV unexpired term	136	167
CPV unexpired term	58	76
CPV and TPV unexpired term (2 decisions)	14	8
Refer to Reccommitment:		
Reparole Date set (2 decisions)	1,078	1,198
Street	606	698
Detainer	128	149
Unexpired Term	883	846
Recommit when available:	561	701
TPV	84	104
CPV	1,854	2,078
CPV & TPV (2 decisions)	17	24
Detained Pending Criminal Charges	18	9
Return as a TPV — Pennsylvania Interstate Compact	16	50
Return as a CPV — Pennsylvania Interstate Compact	1,340	1,438
Return as a CPV & TPV — Pennsylvania Interstate Compact (2 decisions)	151	232
Declare Delinquent	1,616	1,674
Declare Delinquent for Control Purposes	1,474	1,554
Continue on Parole	0	0
Case Closed	23	25
Final Discharges	2,226	2,538
Recommendations for Special Commutation		
Miscellaneous Cases		
TOTAL BOARD ACTIONS	24,955	27,269
Special Probation and Parole Cases	3,195	3,440
Subset ARD and PWV	419	304
TOTAL BOARD DECISIONS	28,150	30,709

A definition of each Board action listed in Table 1 is shown below.

Parole Granted refers to those clients who were interviewed by the Board at the expiration of or beyond their minimum sentence and were released to parole supervision or re-entered to serve a detainer sentence.

Parole Refused refers to those clients who were interviewed by the Board at the expiration of or beyond their minimum sentence and were denied release with a date set for a subsequent review.

Continued Cases refers to clients continued because parole plans were incomplete or additional information was necessary before a final decision could be made.

Board Action to Recommit to Prison (TPV) refers to clients who

were recommitted to prison for violating the Conditions Governing Parole/Reparole.

Board Action to Recommit to Prison (CPV) refers to clients who were recommitted to prison for committing a new crime while on parole or reparole.

Board Action to Recommit to Prison (CPV and TPV) refers to clients who were recommitted to prison for violating the Conditions Governing Parole/Reparole, and also recommitted to prison for committing a new crime while on parole or reparole.

Refer to Reccommitment requires previous Board Action(s) be supplemented or finalized by the current Board action.

Recommit when Available refers to clients who receive a recommitment action by the Board, but have charges or sentencing pending, or time is being served for a new sentence first.

Detain Pending Disposition of Criminal Charges refers to clients who were detained in prison awaiting the final disposition of criminal charges.

Return from Parole refers to clients who were in technical or criminal violation status in another state and were ordered returned from parole by Board action.

Declared Delinquent refers to clients whose whereabouts are unknown and warrants were issued for their arrest.

Delinquent for Control Purposes refers to clients who have criminal charges pending and whose maximums are about to expire or have already expired, in order to provide administrative control pending final disposition of charges and further Board action.

Continue on Parole refers to clients continued in parole status after having been arrested for technical or criminal charges.

Case Closed refers to clients for whom the Board took action to

close interest where a new arrest or conviction occurs near the clients maximum expiration date, and circumstances do not warrant recommitment; or because of a delinquency status at or beyond the client's maximum expiration date where there is no evidence of criminal activity; or closed for other appropriate reasons.

Final Discharge refers to clients on indeterminate sentences who were granted final discharge by the Board or discharged for other reasons.

Recommendation for Special Commutation refers to clients supervised by the Board and subsequently recommended for commutation of the maximum sentence to the Governor through the Board of Pardons.

Miscellaneous Cases refers to Board actions taken on cases for miscellaneous reasons, such as, "modify Board action", "no change in status", "withdraw", and "establish a review date".

Table 2 views the Board's quasi-judicial responsibilities in terms of type of activity, rather than type of decision rendered. Both the decision-making process of release from prison and return to prison require a face-to-face review of individual case facts. Hearing examiners employed by the Board conduct a variety of first and second level hearings. Some hearings are a combination of technical and convicted violator proceedings. During FY 1992-93, there were 6,159 hearings conducted by Board members and hearing examiners. Table 2 also illustrates interview activity or meetings held to consider an offender for release. In FY 1992-93, there were 9,766 interviews. Approximately 65% were conducted by hearing examiners.

TABLE 2
**TYPES OF HEARINGS AND INTERVIEWS CONDUCTED BY
 BOARD MEMBERS AND HEARING EXAMINERS DURING
 FISCAL YEAR 1992-93**

	Board Members	Hearing Examiners	Total	Percent
Hearings				
Preliminary	0	504	504	8.2%
Preliminary/Detention	0	267	267	4.3%
Preliminary/Violation	0	416	416	6.8%
Violation	0	1,939	1,939	31.5%
Violation/Detention	0	400	400	6.5%
Detention	0	548	548	8.9%
Revocation	0	1,448	1,448	23.5%
Revocation/Violation	0	125	125	2.0%
Probable Cause Out-of-State	0	68	68	1.1%
Panel	444	0	444	7.2%
TOTAL HEARINGS	444	5,715	6,159	100.0%
Interviews				
Parole	2,415	5,240	7,655	78.4%
Review	1,030	965	1,995	20.4%
Reparole	3	0	3	0.0%
Reparole Review	0	65	65	0.7%
Victim Input	0	48	48	0.5%
TOTAL INTERVIEWS	3,448	6,318	9,766	100.0%

The following terms are applicable to Table 2.

Hearing refers to activity in the revocation process and those judgments pertaining to alleged violations of parole.

Interview refers to activity in the paroling process and those judgments pertaining to conditional release from prison.

Technical Violator refers to a client who has violated the Conditions Governing Parole/Reparole.

Convicted Violator refers to a client who has been found guilty of violating a law of the Commonwealth.

First Level Hearing determines if there is probable cause to believe that an offender has violated parole.

Second Level Hearing determines if the parolee was guilty of violating parole and is to be recommitted to prison.

Preliminary Hearing refers to the first level hearing for the alleged technical violator.

Violation Hearing refers to the second level hearing for the alleged technical violator.

Detention Hearing refers to the first level hearing for the alleged criminal violator.

Revocation Hearing refers to the second level hearing for the alleged criminal violator.

Panel Hearing refers to the second level hearing for either technical or criminal violators who have not waived their right to judgment by a panel of the Board. A panel consists of one Board member and one hearing examiner, or two Board members.

Parole Interview refers to offenders seeking release from their minimum sentence date.

Reparole Interview refers to offenders seeking release after

... serving additional time in prison on their original sentence as a parole violator.

Victim Input Interview refers to an interview where a victim or family members provide oral testimony on the continuing nature and extent of any physical, psychological, or emotional harm or trauma suffered by the victim and the continuing effect of the crime upon the victim's family.

Table 3 illustrates that the total number of interviews has decreased by 2% during the last year from 9,923 in FY 1991-92 to 9,766 in FY 1992-93. Violation hearings conducted in FY 1992-93 were 6,159. This represents an 8% increase in the number of hearings conducted since FY 1991-92.

TABLE 3
TRENDS IN INTERVIEWS AND HEARINGS OVER THE LAST THREE FISCAL YEARS

Conducted By	Parole Release Interviews					Violation Hearings			
	Parole	Reparole	Review	Victim Input	Total	First Level	Second Level	Panel	Total
Board Members	2,415	3	1,030	0	3,448	0	0	444	444
Hearing Examiners . .	5,240	0	1,030	48	6,318	1,387	4,328	0	5,715
TOTALS 1992-93	7,655	3	2,060	48	9,766	1,387	4,328	444	6,159
Board Members	2,921	37	1,014	0	3,972	0	0	430	430
Hearing Examiners . .	4,957	0	918	76	5,951	1,417	3,865	0	5,282
TOTALS 1991-92	7,878	37	1,932	76	9,923	1,417	3,865	430	5,712
Board Members	2,431	68	1,174	0	3,673	0	0	442	442
Hearing Examiners . .	4,447	0	1,231	91	5,769	1,374	2,498	0	3,872
TOTALS 1990-91	6,878	68	2,405	91	9,442	1,374	2,498	442	4,314

Tables 4 and 5 provide a geographic distribution of hearings and interviews. Table 4 provides a breakdown of interviews conducted by the site of the interview. Approximately 70% of the total interviews are held in state correctional institutions, with about 18% conducted in the Graterford and Mercer facilities.

TABLE 4
PAROLE INTERVIEWS BY INTERVIEW SITE — 1992-93

Interview Site	Parole		Review		Reparole		Reparole Review		Victim Input		Total Interviews	
	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Number	Percent
SCI Cambridge Springs . . .	20	28	0	1	0	0	0	0	0	0	49	0.5
SCI Camp Hill	22	398	6	96	0	0	0	3	0	0	525	5.4
SCI Cresson	186	176	104	94	0	0	0	11	0	0	571	5.8
SCI Dallas	124	100	101	71	0	0	0	5	0	0	401	4.1
SCI Frackville	225	192	90	85	0	0	0	2	0	0	594	6.1
SCI Graterford	94	439	20	71	0	0	0	2	0	0	626	6.4
SCI Greensburg	179	165	66	25	0	0	0	0	0	0	435	4.5
SCI Huntingdon	101	115	94	68	0	0	0	3	0	0	381	3.9
SCI Muncy	204	43	30	20	0	0	0	1	0	0	298	3.1
SCI Pittsburgh	147	169	72	37	3	0	0	4	0	0	432	4.4
SCI Retreat	126	117	99	24	0	0	0	1	0	0	367	3.8
SCI Rockview	159	109	107	94	0	0	0	0	0	0	469	4.8
SCI Smithfield	165	116	99	30	0	0	0	18	0	0	428	4.4
SCI Waymart	214	207	54	50	0	0	0	3	0	0	528	5.4
SCI Waynesburg	64	18	4	1	0	0	0	0	0	0	87	0.9
SRCF Mercer	385	110	84	3	0	0	0	0	0	0	582	6.0
County Prison	0	1,512	0	153	0	0	0	11	0	5	1,681	17.2
Community Corr. Ctr. . . .	0	767	0	19	0	0	0	1	0	0	787	8.1
District Office	0	88	0	2	0	0	0	0	0	29	119	1.2
State Hospital	0	3	0	1	0	0	0	0	0	0	4	0.0
Treatment Facility	0	35	0	1	0	0	0	0	0	0	36	0.4
Other	0	333	0	19	0	0	0	0	0	14	366	3.7
TOTALS	2,415	5,240	1,030	965	3	0	0	65	0	48	9,766	100.0

Table 5 details the county in which 5,715 hearings were held by hearing examiners in FY 1992-93, and are crosstabulated by the type of hearing conducted. Full Board hearings are conducted in state correctional institutions.

TABLE 5
HEARINGS HELD BY HEARING EXAMINERS — 1992-93

County	Preliminary	Preliminary/ Detention	Preliminary/ Violation	Violation	Violation/ Detention	Detention	Revocation	Revocation/ Violation	Probable Cause Out-of-State	Total
Adams	2	0	0	3	0	4	5	2	1	17
Allegheny	50	1	231	79	16	36	111	10	5	539
Armstrong	0	0	1	1	0	0	2	0	0	4
Beaver	3	0	2	1	0	7	2	1	2	18
Bedford	0	1	0	4	0	0	0	0	0	5
Berks	15	4	31	31	10	43	35	3	2	174
Blair	3	1	11	8	4	2	9	1	1	40
Bradford	0	1	0	5	1	1	7	2	0	17
Bucks	8	6	0	22	11	10	25	3	0	85
Butler	3	0	3	5	0	3	11	0	2	27
Cambria	8	1	9	20	1	2	56	4	2	103
Cameron	0	0	0	0	0	0	0	0	0	0
Carbon	0	0	0	3	0	0	0	0	0	3
Centre	0	0	0	7	0	1	44	3	0	55
Chester	7	4	1	48	18	2	16	1	1	98
Clarion	0	0	0	0	0	0	0	0	0	0
Clearfield	1	0	0	3	0	0	3	2	0	9
Clinton	2	0	0	5	0	0	3	2	0	12
Columbia	1	0	0	5	0	0	1	0	0	7
Crawford	7	0	3	18	0	1	10	0	0	39
Cumberland	12	2	3	59	6	4	146	7	1	240
Dauphin	10	11	9	37	2	23	32	1	1	126
Delaware	12	12	2	65	38	25	38	5	0	197
Elk	1	0	2	1	2	1	0	0	0	7
Erie	49	8	10	77	17	16	28	1	1	207
Fayette	0	0	0	0	0	6	8	0	0	14
Forest	0	0	0	0	0	0	0	0	0	0
Franklin	0	0	0	4	0	7	3	0	0	14
Fulton	0	0	0	0	0	0	0	0	0	0
Greene	0	0	0	0	0	2	1	0	0	3
Huntingdon	0	0	0	14	0	2	51	2	1	70
Indiana	0	0	3	1	0	1	2	0	0	7
Jefferson	0	0	0	0	0	2	2	0	0	4
Juniata	3	0	0	2	0	0	1	0	0	6
Lackawanna	14	0	0	58	1	2	14	2	5	96
Lancaster	14	5	10	28	3	25	9	2	3	99
Lawrence	7	1	3	5	0	8	5	2	1	32
Lebanon	4	2	15	10	4	8	17	0	1	61
Lehigh	3	2	0	51	9	17	28	1	6	117
Luzerne	6	1	0	30	1	3	87	6	0	134
Lycoming	4	1	0	37	1	2	57	2	0	104
McKean	0	0	0	1	0	3	1	0	0	5
Mercer	8	2	9	40	4	6	53	8	0	130
Mifflin	1	0	0	3	1	1	1	1	1	9
Monroe	2	0	0	7	0	1	5	0	2	17
Montgomery	158	76	8	870	141	118	266	37	7	1,681
Montour	0	0	0	1	0	0	0	0	0	1
Northampton	10	10	0	44	10	3	13	1	6	97
Northumberland	2	1	0	11	0	0	10	2	0	26
Perry	1	0	0	0	0	0	2	0	0	3
Philadelphia	28	103	12	130	84	117	76	4	12	566
Pike	0	0	0	0	0	0	0	0	0	0
Potter	0	0	0	0	0	0	2	0	0	2
Schuylkill	4	0	0	7	3	4	44	0	1	63
Snyder	2	0	0	5	0	4	0	0	0	11
Somerset	3	0	1	0	0	0	1	0	0	5
Sullivan	0	0	0	0	0	0	0	0	0	0
Susquehanna	0	0	0	1	0	0	2	0	0	3
Tioga	0	0	0	3	0	1	3	0	0	7
Union	0	0	0	2	0	1	0	0	0	3
Venango	1	0	0	3	0	0	1	0	0	5
Warren	7	0	1	10	2	1	4	1	0	26
Washington	3	1	2	6	0	3	2	1	0	18
Wayne	2	0	0	3	1	1	18	1	0	26
Westmoreland	10	0	22	20	0	2	51	0	0	105
Wyoming	1	0	0	5	0	1	0	0	0	7
York	12	10	12	20	9	15	24	4	3	109
TOTALS	504	267	416	1,939	400	548	1,448	125	68	5,715

Table 6 demonstrates that there were 9,932 inmates considered for parole in FY 1992-93. Approximately 71% of the inmates who were considered, were from state correctional institutions.

TABLE 6
INMATES CONSIDERED FOR PAROLE
BY STATE CORRECTIONAL INSTITUTION FOR
FISCAL YEAR 1992-93

Institution	Parole Considerations	
	Number	Percent
State Correctional Institutions:		
Cambridge Springs	58	0.6
Camp Hill	638	6.4
Cresson	521	5.2
Dallas	380	3.8
Frackville	609	6.1
Graterford	631	6.4
Greensburg	423	4.3
Huntingdon	333	3.4
Muncy	315	3.2
Pittsburgh	523	5.3
Retreat	377	3.8
Rockview	477	4.8
Smithfield	445	4.5
Waymart	609	6.1
Waynesburg	84	0.8
Mercer Correctional Facility	616	6.2
Community Correction Centers	828	8.3
County Prisons	2,065	20.8
Total Inmates Considered	9,932	100.0

Table 7 indicates that within FY 1992-93, 7,652 or 77% of the 9,932 inmates were granted parole by Board action. Of the total considered for parole at minimum sentence date, 80% were granted parole. The group of subsequent reviews refers to cases denied parole at minimum sentence date for specific reasons. Most of these cases are usually reviewed for release within 12 months. The number of inmates granted parole by Board action and the number of inmates actually released to street supervision differ. An inmate granted parole by Board action within a particular month is not necessarily released within the same month. In addition, paroling actions can be rescinded for various reasons, or an inmate can be paroled to serve a detainer sentence.

TABLE 7
TOTAL INMATES CONSIDERED FOR
PAROLE OVER FOUR FISCAL YEARS

Fiscal Year	Parole Considerations			Paroles Granted					
	At Minimum	Subsequent Review	Total Considered	At Minimum		Subsequent Review		Total Granted	
				No.	%	No.	%	No.	%
1989-90	5,222	1,559	6,781	3,777	72%	941	60%	4,718	70%
1990-91	6,835	2,119	8,954	5,420	79%	1,470	69%	6,890	77%
1991-92	7,194	1,755	8,949	5,763	80%	1,149	66%	6,912	77%
1992-93	8,068	1,864	9,932	6,428	80%	1,224	66%	7,652	77%

The tables below provide information on the Board's Victim Input Program begun in 1986. This program provides an opportunity for victims, or immediate family members of a victim, to testify orally or in writing in the Board's parole decision-making process on the "continuing nature and extent of any physical harm or psychological or emotional harm or trauma suffered by the victim, the extent of any loss of earnings or ability to work suffered and the continuing effect of the crime upon the victim's family..."

Table 8 shows that 531 victims or their family members enrolled in the Board's Victim Input Program during FY 1992-93. A family member may testify if the victim is a juvenile, incapacitated, or deceased. Of the total who responded 72% were victims.

TABLE 8
NEW ENROLLMENTS BY TYPE OF VICTIM
DURING FISCAL YEARS 1991-92 AND 1992-93

	July-Dec. 1991		Jan.-June 1992		Total		July-Dec. 1992		Jan.-June 1993		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Victims Enrolled		60		366	426	60.9		211		169	380	71.6
Family Members Enrolled ...		32		241	273	39.1		80		71	151	28.4
Because Victim is:												
Juvenile	15		66		81	11.6	27		41		68	12.8
Deceased	16		169		185	26.5	52		28		80	15.1
Incapacitated	1		6		7	1.0	1		2		3	0.6
Total Enrolled		92		607	699	100.0		291		240	531	100.0

Table 9 shows that during FY 1992-93, 284 victims or their family members provided testimony at the time the offender was being considered for parole. Most of the testimony provided, 79%, was written.

TABLE 9
TESTIMONY PROVIDED BY VICTIMS
DURING FISCAL YEARS 1991-92 AND 1992-93

	July-Dec. 1991		Jan.-June 1992		Total		July-Dec. 1992		Jan.-June 1993		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Written	113		108		221	73.2	119		105		224	78.9
Oral	39		39		78	25.8	28		30		58	20.4
Both	0		3		3	1.0	1		1		2	0.7
Total	152		150		302	100.0	148		136		284	100.0

Table 10 shows the number of victim enrollments and testimonies during the last three years. This information is based on the date enrollment cards were received or on the date testimony was provided. The previous years were revised to include data that was entered retroactively after the previous annual reports were compiled. Beginning in 1992 the number of enrollments or testimonies is based on the date information is processed in the computer, not on the date information was received.

TABLE 10
ENROLLMENTS AND TESTIMONIES
OVER THREE FISCAL YEARS

	Third Quarter	Fourth Quarter	First Quarter	Second Quarter	Total
ENROLLMENTS					
FY 1990-91.....	207	166	160	102	635
FY 1991-92.....	65	27	241	366	699
FY 1992-93.....	216	75	67	173	531
TESTIMONIES					
FY 1990-91.....	69	84	105	100	358
FY 1991-92.....	72	80	76	74	302
FY 1992-93.....	88	60	76	60	284

B. SUPERVISION POPULATION DEMOGRAPHICS AND TRENDS

This section will focus on demographics and trends of the Board's caseload population. Included with this section are offense, sex, and racial demographics of the total caseload; average caseload size and average work units based on the number of parole agents carrying a caseload; case additions and deletions to the Pennsylvania state caseload; and, distributions of other states' cases residing in Pennsylvania and Pennsylvania cases residing in other states.

Pennsylvania's community based correctional system had 126,920 offenders on active probation or parole and 35,867 administrative cases at the end of fiscal year 1992-93. Of the active cases, 24,598 (approximately 19%) were receiving supervision services directly from the Pennsylvania Board of Probation and Parole.

Chart A shows the origin and prevalence of each of the groups of clients supervised by the Board in relationship to the total offender population in communities of the Commonwealth. The Board's caseload population consists of Board parole cases released to Board supervision, special probation and parole cases, and other states' cases residing in Pennsylvania. Pennsylvania cases residing in other states are not included in Chart A since they do not receive direct supervision services in Pennsylvania. Special probation and parole cases are certified by the courts to Board supervision. State law provides the county judge with authority to send probation and parole clientele to the Board for supervision. Other states' cases and Pennsylvania cases residing in other states are covered under the Interstate Compact which provides for the exchange of offenders for supervision.

CHART A
TOTAL OFFENDERS UNDER SUPERVISION IN PENNSYLVANIA

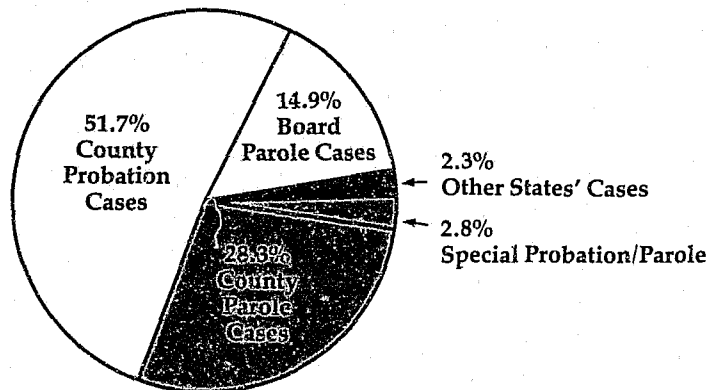


Chart B illustrates in graphic form total caseload under Board supervision. Total caseload size under Board supervision has increased by 53% within the last six years.

CHART B
TRENDS IN TOTAL CASELOAD UNDER BOARD SUPERVISION

Year Ending	Trend Index	Total Caseload	Total Caseload				
			5,000	10,000	15,000	20,000	25,000
6/87	100	16,633	[Bar chart showing 16,633]				
6/88	102	16,890	[Bar chart showing 16,890]				
6/89	104	17,218	[Bar chart showing 17,218]				
6/90	110	18,327	[Bar chart showing 18,327]				
6/91	130	21,589	[Bar chart showing 21,589]				
6/92	143	23,813	[Bar chart showing 23,813]				
6/93	153	25,481	[Bar chart showing 25,481]				

Chart C illustrates the case classification and workload information system for field supervision. This comprehensive system provides the Board with a tool to effectively manage scarce resources. There are two types of case classifications performed using standardized instruments. One is a semi-structured interview which results in a treatment classification that categorizes clients into four behavioral groups for the development of a supervision plan. The four treatment groups are selective intervention, casework control, environmental structure, and limit setting. These treatment groups are commonly referred to as case management classification. This process has the effect of providing guidelines for interaction with the client. The other classification instrument is used to assess supervision risk and client needs. Supervision risk differentiates offenders into three grades of supervision. The three grades of supervision are maximum, medium, and minimum. The effect of supervision grades are that they prescribe the amount of time an agent will spend in terms of minimum supervision standards.

**CHART C
CASE CLASSIFICATION AND WORKLOAD INFORMATION SYSTEM**

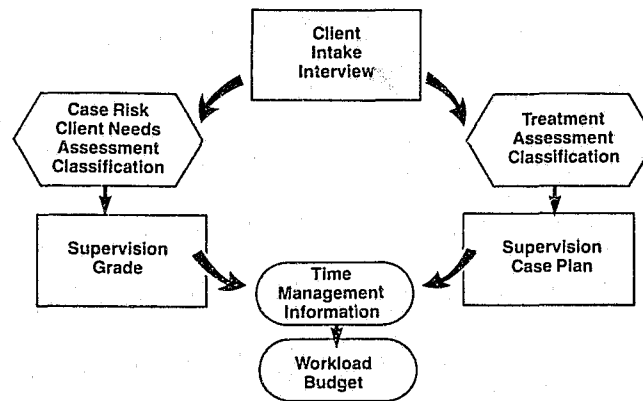


Table 11 shows supervision risk and treatment classification for the 25,481 clients as of June 30, 1993. The total caseload population is classified by risk in terms of supervision grade, but not all clients are classified by structured interviews into treatment groups. Case management classification interviews are done for new clients who have sentences longer than one year. Approximately 27% of the clients classified under the four client management classifications were under medium supervision.

**TABLE 11
SUPERVISION RISK AND TREATMENT BY CLASSIFICATION
AS OF JUNE, 1993**

Case Management Classification	Supervision Grade								Violators Detained		All Others		Total	
	Special Intensive		Maximum		Medium		Minimum							
	#	%	#	%	#	%	#	%	#	%	#	%	#	%
Selective Intervention	100	1.9	582	10.9	1,633	30.7	1,952	36.7	473	8.9	583	11.0	5,323	100.0
Casework Control	106	3.1	843	24.3	952	27.4	659	19.0	550	15.8	361	10.4	3,471	100.0
Environmental Structure	62	3.6	419	24.1	464	26.7	262	15.1	306	17.6	222	12.8	1,735	100.0
Limit Setting	315	4.9	1,508	23.6	1,581	24.8	767	12.0	1,427	22.4	785	12.3	6,383	100.0
Not Classified	118	1.4	850	9.9	1,418	16.5	3,470	40.5	756	8.8	1,957	22.8	8,569	100.0
Total	701	2.8	4,202	16.5	6,048	23.7	7,110	27.9	3,512	13.8	3,908	15.3	25,481	100.0

Whereas case classification categorizes cases into case risk and client treatment groups, the workload information system measures the time needed by agents to accomplish three dominant types of work activity. They are: 1) agent time required to meet minimum standards in supervising active clients at different levels of supervision, 2) agent time required for due process in violation casework, and 3) agent time required for investigation work outputs. Violation casework occurs when clients are detained for

technical or criminal charges. Investigation work is an additional task which is not part of an agent's caseload. All other cases that are not in active supervision status or violation status, such as, absconders, are also included in the workload measurement.

Three time studies were conducted to measure the workload of parole agents. Average time values were incorporated into an automated management information system as work units and applied to individual client records depending on case status. Work unit values take into account the time it took to perform the work as well as any travel time involved. They yield an estimate of agents' time requirements for their clientele. The accumulation of time data by classification provides a quantitative measure of Board manpower needs to meet mandated work requirements.

The two applications of workload information for decision making are workload management and workload budgeting. Workload management is a tool to aid field managers in case decision making. It assists in the assignment of work and setting priorities when sufficient resources are lacking, as well as providing accountability for services. The workload budgeting application derives data from the workload management information system which is translated into projections for future resource needs.

Table 12 describes the caseload population by workload classification at the end of June 1993. Also shown is the minimum amount of time, or work units, for the month of June 1993 based upon available caseload to meet minimum supervision requirements. As of June 30, 1993, the Board's total supervision time requirement was 51,126 work units.

TABLE 12
WORK UNITS BY CLASSIFICATION DISTRIBUTION
DURING THE MONTH OF JUNE 1993

Workload Classification	Total Cases/Reports		Total Work Units	
	Number	Percent	Number	Percent
Supervision Status				
Special Intensive	571	2.1	4,158	8.1
Maximum	3,688	13.5	13,707	26.8
Medium	5,583	20.4	6,940	13.6
Minimum	6,842	25.1	4,425	8.7
Violation Status				
Technical	1,487	5.4	8,712	17.0
New Charge	2,337	8.6	5,359	10.5
Both Technical/New Charge	1,032	3.8	2,658	5.2
Other	3,941	14.4	1,173	2.3
Total Cases	25,481	93.3	47,132	92.2
Investigative Reports	1,828	6.7	3,994	7.8
Grand Totals	27,309	100.0	51,126	100.0

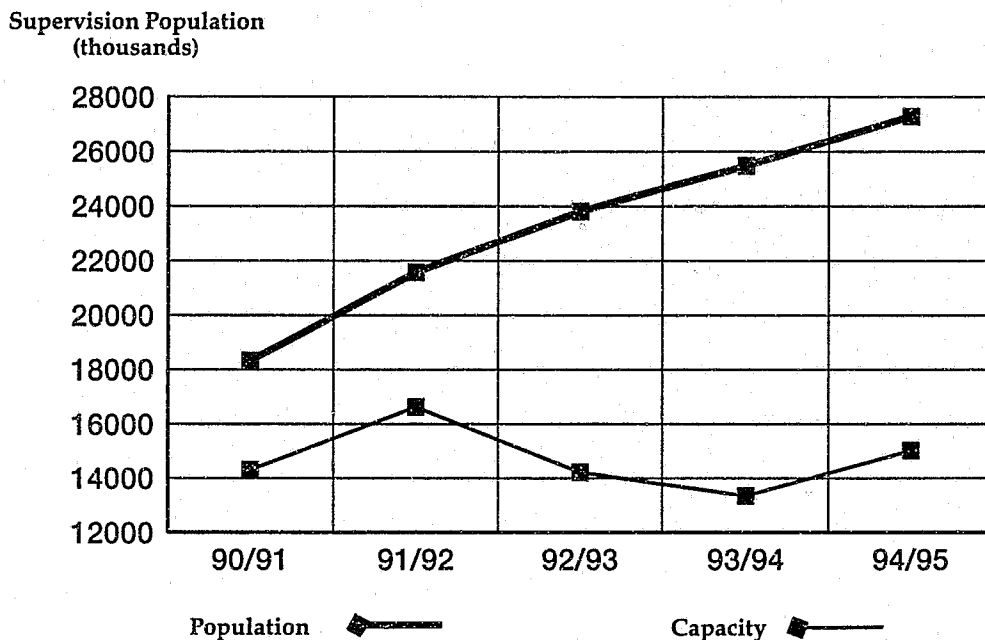
To demonstrate the principle of workload budgeting for purposes of resource management, monthly data is presented on an annual basis for the fiscal year 1993-94 in Table 13. An estimated 612,017 work units would be needed to fulfill minimum supervision requirements assuming a 7.1% increase in the number of cases. This represents the total amount of work required in parole agent hours in the fiscal year. An estimated 1,537 parole agent hours are available per agent each year yielding a manpower need of 398 agents. Manpower needs are assessed by dividing average time available per agent into the total work required. By December 31, 1993, the Board had 226 parole agents and estimates 246 agents by June 30, 1994, which is 152 below the 398 level needed to meet minimum supervision requirements.

TABLE 13
WORKLOAD BUDGETING FOR FISCAL YEAR 1993-94

	Number	Work Units
Projected Client Population/Estimated Annual Casework Time	27,290	566,156
Investigative Reports/Estimated Annual Investigative Work Output Time	16,379	45,861
Projected Annual Manpower Time Required		612,017
Available Parole Agent Hours		1,537
Estimated Manpower Needs		398
Manpower Level, 12/31/93		226
Estimated Manpower Level, 6/30/94		246
Additional Agents Required by 6/30/94		152

The capacity of parole supervision services is limited by the available parole agent hours to provide those services. Since 1990 the Board has been actively initiating policy in order to increase the supervision capacity level. A major initiative was modifying the normal supervision requirements by moving from four to three grades of supervision, lowering the minimum number of client contacts required with new supervision standards, developing contingency supervision plans, and establishing administrative caseloads. The Board's classification into three grades of supervision is based upon a risk assessment model which measures the probability of successful adjustment while on parole. The risk assessment determines the amount of supervision required for each client with a reassessment being done each six months. Comparing parole agent hours with population work requirements creates a measure of whether the supervision system is over or under capacity. **Chart D** illustrates the Board's supervision capacity over a five-year period.

CHART D
SUPERVISION POPULATION CAPACITY



As seen in **Table 14**, at the beginning of the 1993-94 fiscal year, there were 25,481 cases under supervision and 223 parole agents. Based upon available parole agent hours, 13,352 clients can be supervised to meet minimum supervision standards. The remainder of 12,129 clients are over capacity cases. Projections of future population size and needed manpower for fiscal year 1994-95 assumes a complement level of 246 current and newly hired agents with a supervision capacity level of 15,015.

TABLE 14
SUPERVISION CAPACITY

Fiscal Year	Beginning FY Supervision Population	Parole Agents	Supervision Capacity Level	Number Over Capacity
1990-91	18,327	231	14,300	4,027
1991-92	21,589	244	16,626	4,963
1992-93	23,813	241	14,218	9,595
1993-94	25,481	223	13,352	12,129
Projected 1994-95	27,290	246	15,015	12,275

Table 15 provides a six-year time series in caseload size by legal type and geographic area. The Board's caseload size has continued to rise in size within the last six years to 25,481, showing a growth rate of 51% since June 1988. The increase in caseload population during the last fiscal year is caused by the growing proportion of Board parole cases, which showed an increase of 10.7%.

TABLE 15
TRENDS IN CASELOAD BY LEGAL TYPE OVER SIX FISCAL YEARS

District Office		Board Parole Cases		Special Probation/ Parole Cases		Other States' Cases		Total Caseload	
		No.	Index	No.	Index	No.	Index	No.	Index
Allentown	1987-88	1,462	100	213	100	418	100	2,093	100
	1988-89	1,589	109	196	92	441	106	2,226	106
	1989-90	1,839	126	196	92	437	105	2,472	118
	1990-91	2,182	149	209	98	433	104	2,824	135
	1991-92	2,347	161	198	93	436	104	2,981	142
	1992-93	2,652	181	185	87	466	111	3,303	158
Altoona	1987-88	330	100	307	100	65	100	702	100
	1988-89	380	115	295	96	73	112	748	107
	1989-90	409	124	250	81	85	131	744	106
	1990-91	520	158	260	85	102	157	882	126
	1991-92	565	171	257	84	92	142	914	130
	1992-93	601	182	243	79	82	126	926	132
Butler	1987-88	208	100	193	100	87	100	488	100
	1988-89	230	111	199	103	85	98	514	105
	1989-90	271	130	240	124	94	108	605	124
	1990-91	357	172	228	118	96	110	681	140
	1991-92	428	206	196	102	107	123	731	150
	1992-93	489	235	178	92	101	116	768	157
Chester	1987-88	553	100	107	100	301	100	961	100
	1988-89	593	107	94	88	316	105	1,003	104
	1989-90	675	122	78	73	289	96	1,042	108
	1990-91	840	152	69	64	273	91	1,182	123
	1991-92	1,007	182	63	59	287	95	1,357	141
	1992-93	984	178	77	72	244	81	1,305	136
Erie	1987-88	466	100	896	100	114	100	1,476	100
	1988-89	491	105	1,028	115	114	100	1,633	111
	1989-90	561	120	1,044	117	113	99	1,718	116
	1990-91	700	150	1,395	156	115	101	2,210	150
	1991-92	762	164	1,426	159	149	131	2,337	158
	1992-93	858	184	1,255	140	128	112	2,241	152
Harrisburg	1987-88	1,191	100	128	100	322	100	1,641	100
	1988-89	1,306	110	99	77	288	89	1,693	103
	1989-90	1,430	120	99	77	318	99	1,847	113
	1990-91	1,697	142	77	60	354	110	2,128	130
	1991-92	1,889	159	93	73	351	109	2,333	142
	1992-93	2,076	174	75	59	335	104	2,486	151
Philadelphia	1987-88	3,984	100	360	100	648	100	4,992	100
	1988-89	4,019	101	269	75	618	95	4,906	98
	1989-90	4,260	107	247	69	619	96	5,126	103
	1990-91	5,176	130	255	71	709	109	6,140	123
	1991-92	5,988	150	263	73	747	115	6,998	140
	1992-93	6,812	171	301	84	779	120	7,892	158
Pittsburgh	1987-88	1,397	100	1,098	100	280	100	2,775	100
	1988-89	1,491	107	1,019	93	275	98	2,785	100
	1989-90	1,713	123	970	88	320	114	3,003	108
	1990-91	2,228	159	979	89	364	130	3,571	129
	1991-92	2,729	195	973	89	382	136	4,084	147
	1992-93	2,953	211	1,043	95	365	130	4,361	157
Scranton	1987-88	640	100	337	100	184	100	1,161	100
	1988-89	657	103	275	82	192	104	1,124	97
	1989-90	683	107	212	63	197	107	1,092	94
	1990-91	771	120	164	49	239	130	1,174	101
	1991-92	822	128	132	39	261	142	1,215	105
	1992-93	882	138	115	34	268	146	1,265	109
Williamsport	1987-88	407	100	76	100	118	100	601	100
	1988-89	404	99	64	84	118	100	586	98
	1989-90	489	120	70	92	119	101	678	113
	1990-91	605	149	67	88	125	106	797	133
	1991-92	662	163	65	86	136	115	863	144
	1992-93	730	179	60	79	144	122	934	155
Agency Totals	1987-88	10,638	100	3,715	100	2,537	100	16,890	100
	1988-89	11,160	105	3,538	95	2,520	99	17,218	102
	1989-90	12,330	116	3,406	92	2,591	102	18,327	109
	1990-91	15,076	142	3,703	100	2,810	111	21,589	128
	1991-92	17,199	162	3,666	99	2,948	116	23,813	141
	1992-93	19,037	179	3,532	95	2,912	115	25,481	151

Table 16 depicts Pennsylvania's processing of cases during FY 1992-93 in a balance sheet format. Throughout the year there were 9,997 case additions and 8,092 case deductions.

TABLE 16
PENNSYLVANIA CASELOAD PROCESSING DURING — 1992-93

Clients Under Jurisdiction July 1, 1992	22,904
Case Additions During FY 1992-93:	
Released on Parole	6,919
Released on Reparole	1,437
Special Probation Cases	1,069
Special Parole Cases	559
Miscellaneous Additions	13
TOTAL CASE ADDITIONS	+9,997
Case Deductions During FY 1992-93:	
Recommitted Technical Parole Violators	1,281
Recommitted Convicted Parole Violators	1,117
County Revocations	266
Final Discharges	5,281
Death	147
Miscellaneous Deductions	0
TOTAL CASE DEDUCTIONS	-8,092
Clients Under Jurisdiction June 30, 1993	24,809

Table 17 displays a three-year trend of Pennsylvania caseload processing. The rate of additions and deletions increased during the last year by 3.2% and 10% respectively.

TABLE 17
THREE-YEAR TREND IN PENNSYLVANIA CASELOAD PROCESSING

	1990-91	1991-92	1992-93
Clients Under Jurisdiction at Beginning of FY	17,314	20,570	22,904
Additions:			
Parole/Reparole	7,701	8,050	8,356
Special Probation/Parole	1,868	1,616	1,628
Miscellaneous Additions	0	22	13
TOTAL ADDITIONS	+ 9,569	+ 9,688	+ 9,997
Deductions:			
Recommits/Revocations	1,927	2,323	2,664
Final Discharges/Death	4,365	5,031	5,428
Miscellaneous Deductions	21	0	0
TOTAL DEDUCTIONS	- 6,313	- 7,354	- 8,092
Clients Under Jurisdiction at End of FY	20,570	22,904	24,809

Table 18 shows the distribution of 8,050 cases actually released to parole supervision during FY 1991-92 by major offense category and major race category. White is defined as Caucasian and English speaking, while non-white includes all other persons. Approximately 27% of the inmates paroled were serving sentences for robbery or burglary.

TABLE 18
INMATES PAROLED AND REPAROLED BY
MAJOR OFFENSE CATEGORY AND MAJOR
RACE CATEGORY

Instant Offense Categories	White		Non-White		Total	Percent Total
	Parole	Reparole	Parole	Reparole		
Homicides, Manslaughters..	86	16	159	65	326	4.0%
Assault including VUFA	268	37	330	39	674	8.4%
Robbery.....	238	61	598	229	1,126	14.0%
Burglary	462	134	365	112	1,073	13.3%
Drug Law Violation	639	42	1,221	95	1,997	24.8%
Theft, RSP	373	67	438	87	965	12.0%
Forgery & Fraud	103	18	40	14	175	2.2%
Rape.....	76	11	104	36	227	2.8%
Other Sex Offenses	167	15	43	4	229	2.8%
Arson.....	57	4	14	2	77	1.0%
Driving Under Influence	308	14	25	0	347	4.3%
Other Type Offense	445	55	291	43	834	10.4%
TOTALS	3,222	474	3,628	726	8,050	100.0%

Table 19 shows the total caseload population by major offense type. As of June, 1992, 27% of the total offender population were on parole for robbery or burglary.

TABLE 19
TOTAL CASELOAD BY OFFENSE TYPE AS OF JUNE 30, 1992

Instant Offense Category	Board Parole Cases	County Special Probation Cases	County Special Parole Cases	Other States' Cases	Totals	Percent of Total
Homicides	1,240	11	0	50	1,301	5.5
Manslaughter	325	10	2	30	367	1.5
Assault	1,284	172	33	160	1,649	6.9
VUFA, POW, etc.....	143	45	10	82	280	1.2
Robbery.....	2,982	126	23	201	3,332	14.0
Burglary, Criminal Trespass	2,488	298	53	251	3,090	13.0
Drug Law Violation	3,155	358	84	965	4,562	19.1
Theft, RSP	1,438	466	85	293	2,282	9.6
Retail Theft.....	240	36	5	2	283	1.2
Forgery, Fraud	394	142	29	133	698	2.9
Rape.....	667	19	1	40	727	3.0
Other Sex Offense	549	111	7	111	778	3.3
Arson.....	201	39	7	34	281	1.2
Kidnapping	46	5	0	17	68	0.3
Driving Under Influence	470	690	182	108	1,450	6.1
Other Type Offenses	1,577	513	104	471	2,665	11.2
TOTALS	17,199	3,041	625	2,948	23,813	100.0

Table 20 gives a distribution of the total caseload within each district by the demographic characteristics of sex and race. As of June, 1992, approximately 91% or 21,712 of the total 23,813 cases were male, and the remainder 9% or 2,101 cases were female.

TABLE 20
TOTAL CASELOAD DISTRIBUTION BY OFFICE OF SUPERVISION,
SEX OF OFFENDER, AND MAJOR RACIAL CATEGORY EFFECTIVE JUNE, 1992

Districts	IN-STATE				OUT-OF-STATE				TOTAL SUPERVISED						Grand Total
	Male		Female		Male		Female		White		Non-White		Total		
	White	Non-White	White	Non-White	White	Non-White	White	Non-White	Male	Female	Male	Female	Male	Female	
Allentown	1,387	977	104	77	276	117	31	12	1,663	135	1,094	89	2,757	224	2,981
Altoona	671	56	93	2	74	4	13	1	745	106	60	3	805	109	914
Butler	445	106	47	26	79	11	13	4	524	60	117	30	641	90	731
Chester	462	543	37	28	180	73	26	8	642	63	616	36	1,258	99	1,357
Erie	1,582	297	247	62	113	16	19	1	1,695	266	313	63	2,008	329	2,337
Harrisburg	1,138	678	93	73	212	80	43	16	1,350	136	758	89	2,108	225	2,333
Philadelphia	1,011	4,924	50	266	257	407	14	69	1,268	64	5,331	335	6,599	399	6,998
Pittsburgh	1,605	1,722	165	210	220	115	29	18	1,823	194	1,837	228	3,662	422	4,084
Scranton	826	65	60	3	212	21	27	1	1,038	87	86	4	1,124	91	1,215
Williamsport	590	43	82	12	109	8	18	1	699	100	51	13	750	113	863
AGENCY TOTALS	9,717	9,411	978	759	1,732	852	233	131	11,449	1,211	10,263	890	21,712	2,101	23,813

Table 21 provides a distribution of the total caseload by legal type and race. As of June, 1992, 53% of the total caseload population was white, 44% were classified as black, and the remaining 3% were classified in other racial groups.

TABLE 21
TOTAL CASELOAD BY RACE AS OF JUNE 30, 1992

Race	Board Parole Cases	County Special Probation Cases	County Special Parole Cases	Other States' Cases	Totals	Percent of Total
White	7,938	2,285	473	1,965	12,661	53.2
Black	8,716	702	137	802	10,357	43.5
Puerto Rican	380	22	1	98	501	2.1
Mexican	23	4	0	13	40	0.2
Other Spanish Speaking	24	4	2	46	76	0.3
Oriental	87	11	3	12	113	0.5
Indian	4	0	0	3	7	0.0
Asian	6	2	0	6	14	0.1
Not Elsewhere Classified	21	11	9	3	44	0.2
TOTALS	17,199	3,041	625	2,948	23,813	100.0

Table 22 shows changes in the number of parole agents and average caseload per agent. As of June, 1993, there were 223 parole agents carrying an average caseload of 110. This compares to 209 agents supervising an average caseload of 81 clients in June, 1988. Average caseload size does not take into account workload factors, such as investigative reports.

TABLE 22
PAROLE AGENT CASELOADS

Year Ending	6/88	6/89	6/90	6/91	6/92	6/93
Number of Parole Agents	209	205	231	244	241	223
Index	100	98	111	117	115	107
Average Caseload	80.8	84.0	79.3	88.5	98.8	110.3
Index	100	104	98	110	122	137

Table 23 illustrates the number of parole agents and average caseload by district. As of June, 1993, there were 223 parole agents carrying an average caseload of 110 clients. Average caseload size is a fundamental assessment of supervision capability. The accepted national standard prescribes a caseload of 50 clients per agent for optimal effectiveness in client reintegration.

TABLE 23
NUMBER OF AGENTS AND AVERAGE CASELOAD
BY DISTRICT OFFICE, EFFECTIVE JUNE 30, 1993

Districts	Total Caseload End of Month	Number of Agents For Month	Average Caseload Per Agent
Allentown	3,303	21	147.3
Altoona	926	11	80.3
Butler	768	7	100.7
Chester	1,305	14	87.8
Erie	2,241	20	111.0
Harrisburg	2,486	27	85.7
Philadelphia	7,892	59	132.2
Pittsburgh	4,361	39	108.1
Scranton	1,265	14	89.3
Williamsport	934	11	80.6
AGENCY TOTALS	25,481	223	110.3

Table 24 shows the cooperative exchange of supervision between Board cases and other states' cases through the Interstate Compact. As of June, 1992, the Board accepted 2,948 cases from other states and exported 2,040 cases. The majority of out-of-state cases residing in Pennsylvania are from the states of New Jersey, New York and Maryland. In addition, there are county cases being supervised in other states. These cases do not come under the Board's jurisdiction, but are administratively controlled by the Board's Interstate Compact Office.

TABLE 24
EXCHANGE OF SUPERVISION BETWEEN STATES — JUNE 1992

State	Out-of-State Cases in Pennsylvania	Board Cases in Other States	Net Difference in Interstate Transfers in PA	State	Out-of-State Cases in Pennsylvania	Board Cases in Other States	Net Difference in Interstate Transfers in PA
Alabama	13	24	- 11	Nevada	12	4	+ 8
Alaska	2	0	+ 2	New Hampshire	7	7	...
Arizona	24	23	+ 1	New Jersey	980	307	+ 673
Arkansas	5	4	+ 1	New Mexico	7	2	+ 5
California	86	73	+ 13	New York	389	266	+ 123
Colorado	16	7	+ 9	North Carolina ..	72	71	+ 1
Connecticut	19	20	- 1	North Dakota	0	0	...
Delaware	126	70	+ 56	Ohio	72	159	- 87
Florida	181	189	- 8	Oklahoma	8	8	...
Georgia	65	32	+ 33	Oregon	7	1	+ 6
Hawaii	3	4	- 1	Rhode Island	12	9	+ 3
Idaho	2	1	+ 1	South Carolina	57	29	+ 28
Illinois	19	22	- 3	South Dakota	1	0	+ 1
Indiana	11	13	- 2	Tennessee	26	17	+ 9
Iowa	4	3	+ 1	Texas	134	29	+ 105
Kansas	10	5	+ 5	Utah	3	4	- 1
Kentucky	12	16	- 4	Vermont	6	1	+ 5
Louisiana	11	5	+ 6	Virginia	180	63	+ 117
Maine	8	1	+ 7	Washington	6	7	- 1
Maryland	215	118	+ 97	Washington, DC	9	13	- 4
Massachusetts ..	21	22	- 1	West Virginia	11	24	- 13
Michigan	21	26	- 5	Wisconsin	17	5	+ 12
Minnesota	4	6	- 2	Wyoming	2	1	+ 1
Mississippi	3	8	- 5	Federal	0	131	- 131
Missouri	20	14	+ 6	Other*	23	174	- 151
Montana	4	1	+ 3				
Nebraska	2	1	+ 1	Totals	2,948	2,040	+ 908

* "Other" includes clients from other countries or was not specified.

C. SUPERVISION ACTIVITY AND OUTPUT

In addition to caseload assignments of client supervision, parole agents also have major work assignments in the form of social investigations and supervision reports. This section on supervision activity and output introduces the other work functions performed by parole agents.

Chart E reveals trends in output of various investigations done by parole agents. Many of these reports relate to offenders not in the agent's caseload, but are required for making case decisions in the criminal justice system. Investigations included are: pre-parole reports, split pre-parole reports, pre-sentence reports, split pre-sentence reports, classification summaries, out-of-state reports, and reports for the Board of Pardons. Split investigation reports occur when an investigation is divided between two or more district offices.

CHART E
TRENDS IN TOTAL INVESTIGATIVE REPORTING

Year Ending	Trend Index	Total Investigations	Total Investigations				
			5,000	10,000	15,000	20,000	25,000
87/88	100	12,353	[Bar chart showing 12,353 investigations]				
88/89	104	12,813	[Bar chart showing 12,813 investigations]				
89/90	113	13,994	[Bar chart showing 13,994 investigations]				
90/91	125	15,384	[Bar chart showing 15,384 investigations]				
91/92	132	16,317	[Bar chart showing 16,317 investigations]				
92/93	131	16,222	[Bar chart showing 16,222 investigations]				

Table 25 displays total investigations completed within each district. Out of the total 16,222 investigative reports completed, approximately 87% were pre-parole and split pre-parole reports. Investigative reports completed include investigations for counties within Pennsylvania as well as those from other states.

TABLE 25
TOTAL INVESTIGATIONS COMPLETED BY TYPE AND DISTRICT
FOR FISCAL YEAR 1992-93

District	Pre-Parole	Split Pre-Parole	Pre-Sentence	Split Pre-Sentence	Classification Summaries	Pardon Board	Total
Allentown..	1,458	26	0	0	1	40	1,525
Altoona . . .	450	3	94	1	122	9	679
Butler	402	10	121	45	27	13	618
Chester	760	49	8	2	0	19	838
Erie	728	13	587	35	22	12	1,397
Harrisburg .	1,608	40	20	4	56	38	1,766
Philadelphia	5,338	29	0	0	0	55	5,422
Pittsburgh..	1,856	12	6	37	202	66	2,179
Scranton . . .	807	25	54	3	85	8	933
Williamsport	534	4	150	6	154	17	865
TOTALS	13,941	211	991	133	669	277	16,222

Table 26 shows the average length of supervision for parolees released from state institutions or county prisons and special probationers who terminated from the system during FY 1991-92. Terminations include final discharge due to completion of sentence, as well as revocations and deaths. A total of 7,354 state and county cases were terminated from Board supervision during FY 1991-92. Of this total, 7,298 clients served an average of 2.2 years under supervision. The remaining 56 cases were not available at the time the report was prepared. The average length of supervision time for parolees who had previously been released from a state correctional institution was 2.4 years. Parolees released from county prisons were on parole supervision an average of 1.7 years before they were terminated.

TABLE 26
LENGTH OF SUPERVISION FOR PAROLEES RELEASED FROM
STATE INSTITUTIONS OR COUNTY PRISONS AND
SPECIAL PROBATIONERS DURING FY 1991-92

Length of Parole Supervision	State Correctional Institutions		County Prisons		County Jurisdictions		Total	
	No.	%	No.	%	No.	%	No.	%
1 year or Less	1,084	26.5	657	39.1	601	39.2	2,342	32.1
Over 1 to 2 years	1,333	32.6	615	36.6	443	28.9	2,391	32.8
Over 2 to 3 years	722	17.7	236	14.0	141	9.2	1,099	15.1
Over 3 to 4 years	396	9.7	82	4.9	107	7.0	585	8.0
Over 4 to 5 years	191	4.7	49	2.9	102	6.7	342	4.7
Over 5 to 6 years	86	2.1	16	1.0	61	4.0	163	2.2
Over 6 to 7 years	72	1.8	5	0.3	32	2.1	109	1.5
Over 7 years	200	4.9	21	1.2	46	3.0	267	3.7
TOTALS	4,084	100.0	1,681	100.0	1,533	100.0	7,298	100.0
Mean	2.4		1.7		2.3		2.2	
Median	1.7		1.3		1.4		1.5	

Table 27 shows the length of supervision time for state parole cases and county special probation and parole cases by type of termination. Case closures include those discharged at the maximum date, discharged at death, or recommitted to prison. Approximately 81% of the parole case closures and 77% of the probation case closures had terminated supervision within three years.

TABLE 27
LENGTH OF SUPERVISION FOR PAROLE AND SPECIAL
PROBATION BY TYPE OF TERMINATION

	Length of Supervision								Total	Average Length of Supervision	Median
	1 Yr. or Less	Over 1 to 2 Yrs.	Over 2 to 3 Yrs.	Over 3 to 4 Yrs.	Over 4 to 5 Yrs.	Over 5 to 6 Yrs.	Over 6 to 7 Yrs.	Over 7 Yrs.			
Parole Case Closures											
1) Discharged at Max Date	943	1,154	611	313	155	81	59	167	3,483	2.4	1.7
2) Discharged at Death	45	39	18	12	9	0	1	11	135	2.7	1.6
Total Successful Supervision	988	1,193	629	325	164	81	60	178	3,618	2.4	1.7
Percent of Total Successful	27%	33%	17%	9%	5%	2%	2%	5%	100%		
1) Recommitted to Prison	753	735	329	153	76	21	17	43	2,147	1.7	1.4
Percent of Unsuccessful	35%	35%	15%	7%	4%	1%	1%	2%	100%		
Total Closed Cases	1,741	1,948	958	478	240	102	77	221	5,765	2.2	1.6
Percent of Total	30%	34%	17%	8%	4%	2%	1%	4%	100%		
Probation Case Closures											
1) Discharged at Max Date	533	379	116	91	97	58	29	40	1,343	2.3	1.4
2) Discharged at Death	2	6	2	1	0	1	0	3	15	3.6	1.9
Total Successful Supervision	535	385	118	92	97	59	29	43	1,358	2.3	1.4
Percent of Total Successful	39%	28%	9%	7%	7%	4%	2%	3%	100%		
1) Recommitted to Prison	66	58	23	15	5	2	3	3	175	1.7	1.4
Percent of Unsuccessful	38%	33%	13%	9%	3%	1%	2%	2%	100%		
Total Closed Cases	601	443	141	107	102	61	32	46	1,533	2.3	1.4
Percent of Total	39%	29%	9%	7%	7%	4%	2%	3%	100%		

D. SUPERVISION PROGRAM PERFORMANCE

Parole performance follow-up operationally is defined as a tracking of release cohorts to determine supervision outcome after consecutive 12, 24, and 36 month periods. A release cohort is defined as a group of clients released at the same point in time. Individual new release cohorts are subsequently accumulated into study groups by length of follow-up in order to produce an aggregate assessment of parole performance, i.e., a base expectancy for success and failure.

Table 28 provides aggregate parole outcome for sample populations of release cohorts during five calendar years. The percentage of parole failures represent clients who were unsuccessful in reintegrating back into society. It includes offenders who were convicted of new crimes called convicted violators and technical violators who were found guilty for violating the Conditions Governing Parole/Reparole. The aggregate data revealed that the rate of recommitment after one year of supervision was 12%. After two years of supervision, the failure rate increased to 27%, and after three years of supervision, 35% of the aggregate cohort groups returned to prison.

The percentage of clients who continued in active supervision status or completed parole within one year of supervision was 89%. After two years of supervision, 73% of the clients continued or completed active supervision, and after three years of supervision the rate declined to 65%. Clients under continued/completed supervision status includes categories such as reporting regularly, absconders, unconvicted violators, maximum expirations, and deaths.

TABLE 28
AGGREGATE PAROLE OUTCOME FOR RELEASE
COHORTS DURING LAST FIVE CALENDAR YEARS

Release Year	1986-1990 First Year of Supervision		1985-1989 Second Year of Supervision		1984-1988 Third Year of Supervision	
	Number	Percent	Number	Percent	Number	Percent
Parole Failures:						
Recommitted Technical Violator Only	2,299	9.3	3,686	16.3	3,788	18.0
Recommitted Criminal Violator	529	2.1	2,348	10.4	3,478	16.5
Total Parole Failures	2,828	11.5	6,034	26.6	7,266	34.5
Continued/Completed Active Supervision	21,784	88.5	16,618	73.4	13,807	65.5
TOTAL COHORT POPULATION	24,612	100.0	22,652	100.0	21,073	100.0

Table 29 displays the annual parole outcome results after three years of supervision of the 1984-88 aggregate cohort groups over a five-year period. The three-year continued/completed supervision rate increased from 64% in 1987 to 66% in 1988; correspondingly, the recommitment rate decreased from 36% to 34% during the same time interval.

TABLE 29
TREND IN PAROLE OUTCOME AFTER
THREE YEARS OF SUPERVISION

Year	Continued/Completed Active Supervision	Recommits
1984	64%	36%
1985	65%	35%
1986	65%	35%
1987	64%	36%
1988	66%	34%

Table 30 provides a geographic distribution of supervision outcome for the 1990 state and county cases under Board supervision by district. The total cohort population accounts for 94% of the total 8,149 cases released or accepted under Board supervision in 1990. The range in continued/completed active supervision by district was high (96%) in the Williamsport district and low (89%) in the Philadelphia district. Recidivism rates for convicted violators ranged from 1% in the Philadelphia district to 3% in the Allentown district. Recidivism rates for technical violators extended from 3% in the Chester district to 10% in the Philadelphia district.

TABLE 30
ONE YEAR FOLLOW-UP SUPERVISION OUTCOME BY
DISTRICT OFFICE FOR THE 1990 RELEASE COHORT

District	Continued/Completed Active Supervision			RECOMMITMENTS									Cohort Population	Percent of Total
				Technical Parole Violator			Criminal Parole Violator			Criminal & Technical Parole Violator				
	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%		
Allentown	805	68	93.4	34	0	3.6	18	1	2.0	9	0	1.0	935	12.2
Altoona	183	80	92.9	3	11	4.9	1	3	1.4	1	1	0.7	283	3.7
Butler	128	125	95.8	3	5	3.0	2	1	1.1	0	0	0.0	264	3.4
Chester	306	9	94.9	9	0	2.7	4	0	1.2	3	1	1.2	332	4.3
Erie	277	916	91.0	29	62	6.9	2	5	0.5	10	10	1.5	1,311	17.1
Harrisburg	611	23	93.6	33	1	5.0	6	0	0.9	2	1	0.4	677	8.8
Philadelphia	1,523	84	89.1	146	35	10.0	4	0	0.2	10	2	0.7	1,804	23.6
Pittsburgh	751	216	93.4	50	4	5.2	9	2	1.1	3	0	0.3	1,035	13.5
Scranton	297	54	90.0	30	5	9.0	0	1	0.3	2	1	0.8	390	5.1
Williamsport	216	18	95.9	6	1	2.9	1	0	0.4	2	0	0.8	244	3.2
Central Office	359	20	100.0	0	0	0.0	0	0	0.0	0	0	0.0	379	5.0
TOTALS	5,456	1,613	92.4	343	124	6.1	47	13	0.8	42	16	0.8	7,654	100.0

Table 31 provides an instant offense distribution of the 1990 release cohort's supervision performance. The largest proportion of cases within the 1990 one year follow-up group were on supervision for drug offenses at 28%. The highest proportion of cases by instant offense who continued or completed supervision after one year was for arson at 99%. Robbery had the highest proportion of supervision failures with a continued/completed supervision rate of 89%.

TABLE 31
ONE YEAR FOLLOW-UP SUPERVISION OUTCOME BY
INSTANT OFFENSE CATEGORY FOR THE 1990 RELEASE COHORT

Instant Offense	Continued/Completed Active Supervision			RECOMMITMENTS									Cohort Population	Percent of Total
				Technical Parole Violator			Criminal Parole Violator			Criminal & Technical Parole Violator				
	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%		
Homicides	293	1	95.8	10	0	3.3	1	0	0.3	2	0	0.7	307	4.0
Assault incl. VUFA	455	81	91.6	32	11	7.4	2	2	0.7	1	1	0.3	585	7.6
Robbery	869	40	89.0	84	7	8.9	8	1	0.9	11	1	1.2	1,021	13.3
Burglary	823	84	90.2	56	16	7.2	11	3	1.4	11	2	1.3	1,006	13.1
Drug	1,248	798	94.8	53	42	4.4	9	1	0.5	5	3	0.4	2,159	28.2
Theft, RSP	636	226	90.6	42	22	6.7	12	5	1.8	7	1	0.8	951	12.4
Forgery, Fraud	143	56	91.7	9	7	7.4	1	0	0.5	0	1	0.5	217	2.8
Forcible Rape	168	2	92.9	13	0	7.1	0	0	0.0	0	0	0.0	183	2.4
Other Sex Offenses	171	38	98.1	1	0	0.5	0	0	0.0	1	2	1.4	213	2.8
Arson	71	8	98.8	1	0	1.3	0	0	0.0	0	0	0.0	80	1.0
Other Type Offenses	570	276	92.1	41	19	6.5	3	1	0.4	4	5	1.0	919	12.0
Kidnapping	10	2	92.3	1	0	7.7	0	0	0.0	0	0	0.0	13	0.2
TOTALS	5,457	1,612	92.4	343	124	6.1	47	13	0.8	42	16	0.8	7,654	100.0

Table 32 provides an age distribution of the 1990 release cohort's parole performance. Most of the 7,654 cases within the 1990 one year follow-up group were between the ages of 20 to 39. Approximately 42% were in the age group of 20-29 and about 38% were in the age group of 30-39.

TABLE 32
ONE YEAR FOLLOW-UP SUPERVISION OUTCOME BY
AGE AT RELEASE FOR THE 1990 RELEASE COHORT

Age at Release	Continued/Completed Active Supervision			RECOMMITMENTS									Cohort Population	Percent of Total
				Technical Parole Violator			Criminal Parole Violator			Criminal & Technical Parole Violator				
	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%		
19 or Under	32	59	88.3	5	3	7.8	0	3	2.9	0	1	1.0	103	1.3
20-29 years	2,211	704	90.7	150	76	7.0	30	7	1.2	27	10	1.2	3,215	42.0
30-39 years	2,195	517	93.0	135	36	5.9	15	2	0.6	15	2	0.6	2,917	38.1
40-49 years	791	220	95.0	41	7	4.5	2	1	0.3	0	2	0.2	1,064	13.9
50-59 years	172	74	95.3	9	2	4.3	0	0	0.0	0	1	0.4	258	3.4
60-69 years	42	32	96.1	3	0	3.9	0	0	0.0	0	0	0.0	77	1.0
70 or Over.....	13	7	100.0	0	0	0.0	0	0	0.0	0	0	0.0	20	0.3
TOTALS	5,456	1,613	92.4	343	124	6.1	47	13	0.8	42	16	0.8	7,654	100.0

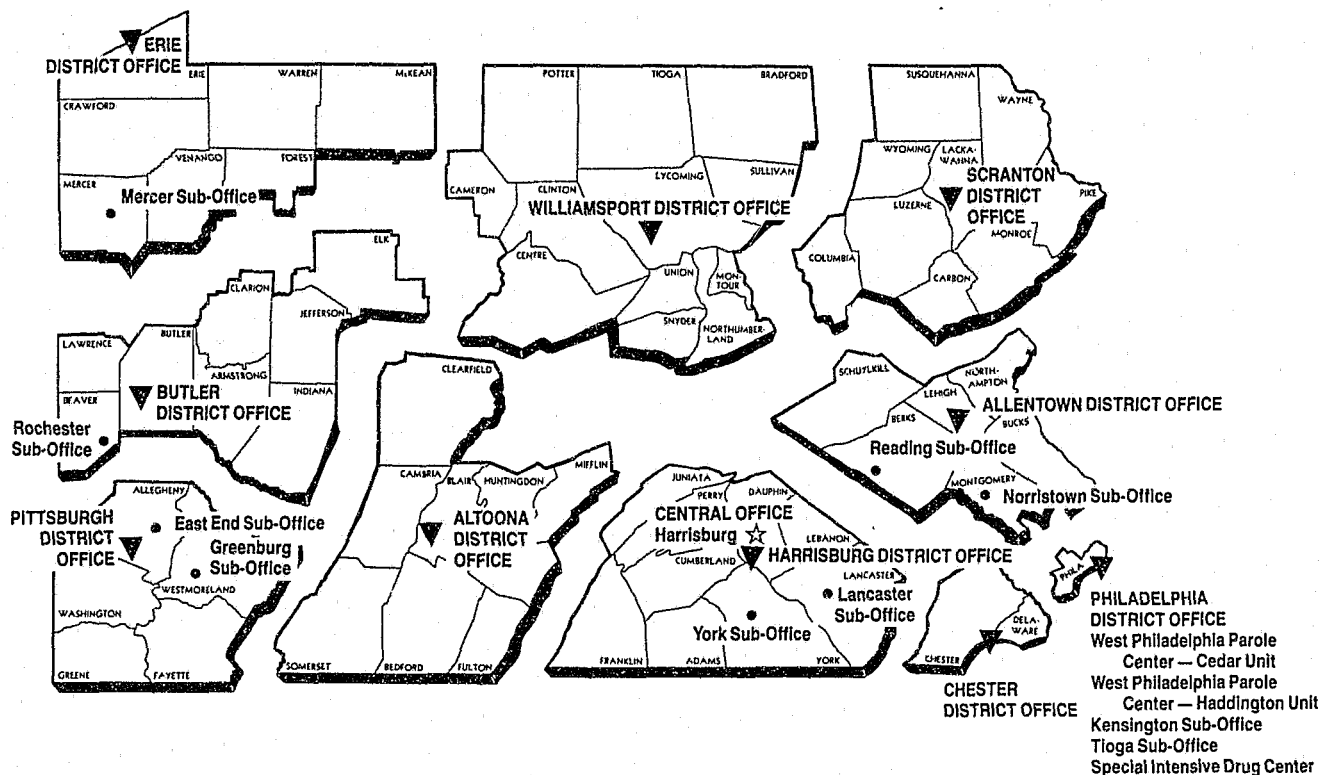
Clients are required to notify their parole agents of changes in employment status. Employment status is helpful to the supervising agent because gainful employment helps facilitate the offender's reintegration into the social and economic life of society. Employment makes an offender under supervision a tax payer instead of a tax burden.

Table 33 illustrates employment status by district for clients reporting under street supervision which includes those clients under active supervision with no Board actions taken against them by the Board for any violation or delinquency. Highest unemployment among available offenders in the labor force was found in the Philadelphia district, where 51% of those able to work were unemployed.

TABLE 33
EMPLOYMENT STATUS BY DISTRICT FOR CLIENTS
REPORTING UNDER SUPERVISION DURING JUNE 1993

	Allentown	Altoona	Butler	Chester	Erie	Harrisburg	Philadelphia	Pittsburgh	Scranton	Williamsport	Agency Totals
EMPLOYMENT STATUS											
Employed Full or Part Time	1,170	472	336	635	801	1,243	2,252	1,471	642	484	9,506
% Employed.....	53.6%	72.7%	63.4%	77.2%	65.7%	71.6%	49.2%	49.6%	69.5%	70.6%	58.3%
Unemployed	1,012	177	194	188	419	494	2,324	1,494	282	202	6,786
% Unemployed	46.4%	27.3%	36.6%	22.8%	34.3%	28.4%	50.8%	50.4%	30.5%	29.4%	41.7%
Total Able to Work	2,182	649	530	823	1,220	1,737	4,576	2,965	924	686	16,292
Total Unable to Work	246	112	104	110	230	158	435	351	104	103	1,953
% of Total Reporting	10.1%	14.7%	16.4%	11.8%	15.9%	8.3%	8.7%	10.6%	10.1%	13.1%	10.7%
Total Classified Reporting in District	2,428	761	634	933	1,450	1,895	5,011	3,316	1,028	789	18,245

PENNSYLVANIA'S PROBATION AND PAROLE SYSTEM MAP



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Gary R. Lucht, Board Member	787-5445		
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