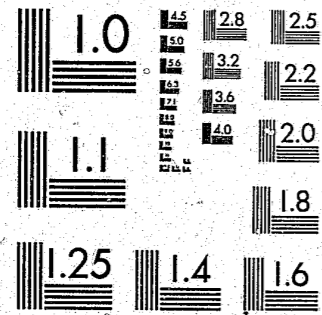


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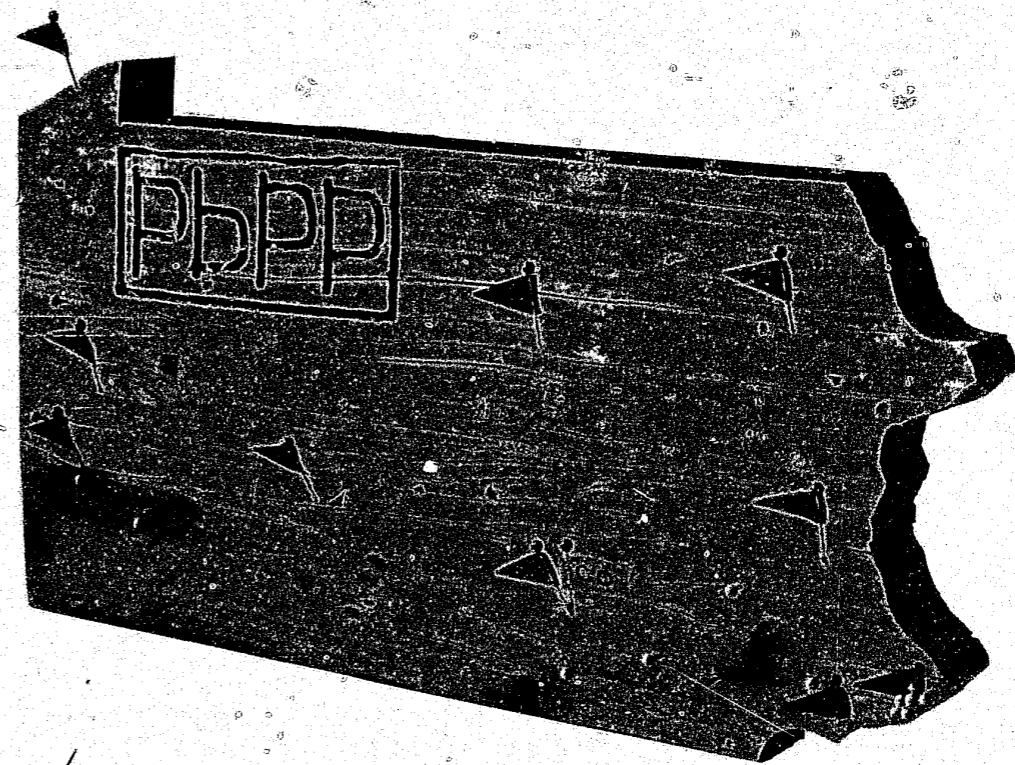
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Pennsylvania
Board of Probation
and Parole 

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ANNUAL REPORT 1981

DICK THORNBURGH, Governor
Commonwealth of Pennsylvania

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Joseph M. Long, Executive Assistant
P.O. Box 1661, Harrisburg, PA 17120
Telephone: (717) 787-6208



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COMMONWEALTH OF PENNSYLVANIA
BOARD OF PROBATION AND PAROLE
Box 1661 HARRISBURG, PA. 17120

ACQUISITIONS

February, 1982

OFFICE OF THE CHAIRMAN

To His Excellency, Governor Dick L. Thornburgh, and to the Honorable Members of the Senate and to the House of Representatives of the Commonwealth of Pennsylvania:

I am pleased to present to you the 1981 Annual Report of the Pennsylvania Board of Probation and Parole, including 1980-81 fiscal year information.

The Board is an independent agency with jurisdiction over offenders sentenced to prison for a maximum period of two years or more. Additionally, the Board is responsible for administering the Grant-in-Aid Program for the purpose of assisting county adult probation systems to better develop their capabilities in line with Board standards.

The protection of society is a primary responsibility which can be best achieved through the successful reintegration of adult ex-offenders back into society. The Board places maximum effort toward assisting its clients in the reintegration process. Persons who violate the conditions of parole or receive a conviction for a new crime while on parole are returned to prison through due process procedures if violations are proven by a preponderance of evidence and the risk to the community is too great for the person to remain under parole supervision.

The Board's philosophy recognizes that most ex-offenders are capable of change, given the proper opportunities, and assuming a will to change. When conditional release on parole is granted, the reintegration process can begin by giving the ex-offender an opportunity for testing in the community under a structured framework of conditions. An opportunity for change is an effective tool which is essential to the protection of the public and a vital part of the total criminal justice system. Supervision continues to be a desirable and cost effective alternative to incarceration.

Respectfully,

Fred W. Jacobs
Chairman



A MESSAGE FROM DICK THORNBURGH
Governor of Pennsylvania

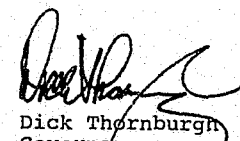


As a former law enforcement official, I firmly believe that the first civil right of every American is to be secure in person, property and community from the ravages of crime.

This administration has been committed to a sustained effort to create an environment of safety and security for all Pennsylvanians, and with the cooperation of government agencies, law enforcement officials, businesses and citizens, we are banding together in an alliance against crime that offers the hope of greater success, perhaps than any state in the nation, in defeating an enemy that is blind to age, sex, race and social status.

Efforts are currently underway to ensure the integrity of our criminal justice system, and with the improvement of probation and parole services for the ex-offender, the Board of Probation and Parole should play an important role in assuring the protection of all of our citizens.

Through these efforts, I believe that we can fashion a system of criminal justice for this Commonwealth that will renew the reputation for wisdom and leadership in which it was born.


Dick Thornburgh
Governor

THE BOARD AND ITS MEMBERS

The Board consists of five full-time members, appointed by the Governor with the consent of a majority of the Senate members, to serve staggered, renewable, six-year terms. Board members are prohibited from engaging in any other employment or political activity. The Board members represent diverse backgrounds, experience, and training, encompassing parole/probation services, social work, the legal profession, criminal justice planning, police and prison services, teaching and administrative work. They have a combined total of more than 40 years of service with the Board as members and in other capacities.



Seated: Verdell Dean, Esquire. Standing left to right: Walter G. Scheipe; Fred W. Jacobs, Chairman; John H. Jefferson. Board Member William L. Forbes was unavailable when the photograph was taken.

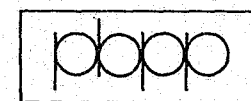
Fred W. Jacobs, Chairman, Mechanicsburg, received his B.A. degree in psychology from Susquehanna University (1964) and his Master's degree in social work from West Virginia University (1967). He has had extensive experience in juvenile corrections at Loysville Youth Development Center, as a caseworker, cottage supervisor, unit supervisor, and director of staff development. Mr. Jacobs came to the Board in February, 1971, as director of staff development and was promoted to executive assistant to the Chairman in June, 1973. He took the oath of office as a Board member in March, 1976, and was named Chairman in April, 1976.

John H. Jefferson, Member, Philadelphia, received his B.S. degree from Virginia State College. He began his criminal justice experience as a probation officer for the Philadelphia County Quarter Sessions Court. This was followed by employment with the Board in 1965 as a parole agent in the Philadelphia District Office, and was promoted to a supervisor of a community parole center in 1971. Mr. Jefferson was appointed to the Board in December, 1971, and has served continuously since that time.

Verdell Dean, Esquire, Member, Pittsburgh, received her B.A. degree from Waynesburg College in 1969, her M.Ed. from the University of Pittsburgh in 1970, and her J.D. from the University of Pittsburgh School of Law in 1974. She has served as a probation officer with the Juvenile Court of Allegheny County, a case analyst with the Equal Employment Opportunity Commission, and a law clerk for the Honorable Henry R. Smith, Jr., Judge, Court of Common Pleas of Allegheny County, Criminal Division. She was a public defender for the Public Defender's Office, Allegheny County, from April, 1975, until she was named to the Board in August, 1975.

Walter G. Scheipe, Member, Leesport, received his bachelor's degree from Bloomsburg State College. After graduation, he taught school in Venezuela for six years. Mr. Scheipe had previous experience with the Board as a parole agent for six years, assigned to the district offices in Philadelphia and Allentown. In 1961 he began employment with the Berks County Probation Department as chief probation and parole officer, a position he held until 1969. Mr. Scheipe then served as warden of the Berks County Prison until January, 1981 when he was sworn in as a Board member.

William L. Forbes, Member, Monaca, received his B.A. degree in political science from Duquesne University and attended the University of Pittsburgh Public Administration Graduate Program. He acquired seven years juvenile corrections experience as a youth counselor with the Warrendale Youth Development Center. Mr. Forbes then served five years as a police officer in the Aliquippa Police Department and rose to lieutenant, commander of the Juvenile Division. This was followed by five years of service as regional director of the Governor's Justice Commission, Southeast Office, until he was sworn in as a Board member in November, 1976.



THE BOARD AND ITS WORK

The use of parole in Pennsylvania began in the 1800's, taking on many different forms during the years 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. §331.1 et seq.), which established the present 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 at the direction of the courts. At any one time, the Board has under supervision approximately 14,000 persons, of which, approximately 12% are clients from other states being supervised by the Board under the Interstate Compact.

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



PHILOSOPHY AND PRINCIPLES OF THE BOARD OF PROBATION AND PAROLE

Society, by its adoption of a Criminal Code, promotes the notion that all persons convicted of crime should have sanctions imposed for their law-breaking behavior, although not necessarily in a uniform manner for all offenses. Such sanctions, therefore, vary from punishment by fine to punishment by long periods of incarceration. Even where there has been no period of incarceration, the sanction of fine and supervision in the community is considered punishment since the individual's freedom has been constrained. Indeed, some public and some courts in Pennsylvania intend merely for the person convicted of criminal behavior to be punished for the crime committed. Also, some public and some courts expect reintegration/rehabilitation to occur during a period of incarceration and/or community supervision.

The Board of Probation and Parole must function within this environment of differing views of sanctions by varying public. The resultant effect of this situation is that all sanctions—both mere punishment as well as reintegration/rehabilitation—must be identified as legitimate expectations placed on the Board by Section 1 of the Probation and Parole Act.

Under the American system of laws and principles, all people retain certain rights, whether or not they are undergoing sanctions for antisocial or criminal behavior. All persons have the right to expect that their physical, psychological, and social needs will not be denied within a legal framework. In essence, people should be treated fairly and humanely while sanctions are being carried out for breaking society's laws. This aspect of the American Justice System is especially noted in recent years where Constitutional due process has become a reality in many quarters where it was previously only superficially observed. The Board adopts unequivocally these principles as being the hallmark of American justice. The Board's supervision practices and general policies will reflect these concepts and principles on a consistent basis. The Board will constantly search the motives for its actions and test those motives against the ultimate goal it seeks.

Probation and Parole Services must consider that offenders can change their behavior patterns when desirous, capable, and given the opportunity, help, dignity, and respect they deserve as human beings. If this is done, the public can be protected; and offenders can be reintegrated/rehabilitated into society as law-abiding citizens.

Persons assigned to the Board for supervision have needs similar to the needs of other people. The Board cannot discount the influences of good schooling, gainful employment, adequate housing, and rewarding leisure-time activities as contributing factors to law-abiding behavior. The absence of these opportunities is not unique to those persons being supervised by the Board. However, the clients of the Board are a defined population who have already been exposed to the entire American system and have been affected by it. The Board will strive to provide the opportunities and experiences that can have a positive influence as a means toward achieving the goal of law-abiding behavior within that system. With this clearly defined emphasis, reintegration/rehabilitation of the offender into society through supervision becomes a major purpose of the Board.

We must be realistic, however, since no person can be "changed" if that person doesn't identify his need to change his behavior. The Board inherits the people and problems of other sub-systems. The Board can have a significant impact on creating law-abiding behavior, but we must realize that the Board is only one part of the Criminal Justice System which affects the offender and is thus limited. The Board's programs will stress individualized services for offenders; for just as uniform punishments are not necessarily effective, neither are uniform services. Then, too, there are limits to program resources—the vehicle used to provide these individualized services.

Within these program limits, the Board defines a direction. Resources must be applied appropriately, keeping what is effective and discarding those programs which have proven unsuccessful. The Board will tap energies and concerns of all citizens, including offenders, regarding social problems in general and the Board's supervision practices more specifically.

Since the direction has been set, it will continue. Basic is the provision of humane and goal-directed services. Continued procurement of resources to achieve this will be possible only through the public's education, awareness, involvement, and acceptance. The public is the keystone upon which the overall reintegration/rehabilitation of the offender can occur.

Fred W. Jacobs

CHAIRMAN

1-3-77

DATE

THE DECISION MAKING PROCESS

The decision making powers conferred upon the Board by the Parole Act are specific, however, broad discretion is granted in the determination of how decisions are made. The law states that the Board may release on parole "whenever in its opinion the best interests of the convict justify or requires his being paroled and also it does not appear that the interests of the Commonwealth will be injured thereby". Implicit in this judgment is a principle of justice which requires that similar persons are given similar treatment in the disposition of their cases. In order to ensure fairness in decision making, the Board established explicit policy in the form of parole guidelines and presumptive ranges. These guidelines and ranges describe how decisions are made and provide structure for the broad discretion granted the decision maker. They also provide the offender with clear and consistent expectations regarding the possibility of parole at the minimum sentence date imposed by the court or the additional time of incarceration when parole is revoked. Lastly, decision-making guidelines provide the public greater accountability in terms of explicit parameters for risk which benefits the community.

Parole Release Decisions

In the development of explicit policy for the parole decision, several philosophical precepts were enumerated for the structuring process. Central to the choice of incarceration or conditional liberty for the inmate is the notion that parole is a desirable consequence of satisfactorily completing a mandatory minimum sentence in prison where there are no indications of high risk to society. The operational objective of the decision maker therefore is to assess which inmates represent an undue risk if released to the community.

Parole decision-making guidelines provide a uniform method of assessing risk and prescribing treatment for the prospective parolee. Each parole candidate is evaluated in terms of an actuarial instrument which classifies the inmate into parole prognosis categories, or probability groups for

successfully completing parole supervision. The inmate's parole prognosis probability is then examined in terms of other characteristics of parole suitability in a parole consideration checklist. If the inmate has accumulated too many negative attributes, the guidelines will prescribe a parole refusal to be consistent with past practice and parole policy. If there are reasons to make an exception to parole policy, countervailing factors are identified and written justifications for the policy exception are noted. It is anticipated that 20% of all decisions will be exceptions to the parole guidelines policy.

Revocation Time Setting Decisions

Decision-making guidelines have also been developed for time setting decisions in the revocation process. If an offender is found guilty of violating parole, the decision to recommit to prison must include a term of prison time until being considered for reparole. The time setting decision takes into account the time remaining on the sentence and the severity of the current violation. After a study of past practices, variable presumptive ranges for time setting decisions based on the seriousness of the violation were established for new criminal convictions and technical parole violations. Any time set within the presumptive range for a specific violation is considered consistent with policy. Decisions outside of the prescribed presumptive range for a single violation or multiple violations have to be justified in terms of aggravating or mitigating factors in the case.

Monitoring and Research Activity

As a means of assessing the efficiency and accuracy of the parole guidelines and the presumptive ranges, all decisions are being monitored. If case exceptions deviate from the guidelines or ranges more than 20% of the time, they will need to be reexamined and possibly changed to provide consistency in the Board's decision making and administration of justice.



Chairman Fred W. Jacobs, back to the camera, presides over one of the bi-monthly meetings of the Board. Other participants in the meeting are, left to right, John H. Jefferson, Walter G. Scheipe, Board Members; Robert L. Johnson, Executive Director; LeDelle A. Ingram, Affirmative Action Officer; William L. Forbès, Board Member; Hermann Tartler, Board Secretary; and Verdell Dean, Board Member.

The Board's program for structuring discretion in the decision process continues in 1982 with ongoing research into release decisions made on review cases for clients who were previously refused parole and decisions to continue clients on parole when technical violations are established. In these two decision points, individual decision makers continue to choose among the decision options without the benefit of explicit policy regarding salient factors or normative standards of justice. It is planned that policy articulation at these decision points will continue during the next two years in an effort to provide maximal assurance of fairness and justice in the application of parole principles.

IMPACT OF PRISON OVERCROWDING

The two largest county prisons in the Commonwealth, Philadelphia and Allegheny, both experienced overcrowding during the year which had an impact on Board operations.

As a result of a court order, Philadelphia County Prisons were compelled to reduce their population by refusing to accept or house:

- the Board's technical parole violators, including absconders, and
- any offender, having made bail, being held on a Board warrant awaiting a due process hearing or a court appearance on new criminal charges.

Board members and administrative staff met with officials of the court and prison to discuss the impact of the court order on clients of the Board. Through the cooperative efforts of all involved, the court order was modified allowing for up to fifty (50) of the Board's clients to be housed in Philadelphia County Prisons in order to conduct the Board's first-level hearings for violators and while awaiting trials for clients with criminal cases pending in the Philadelphia courts.

Later in the year the Allegheny County Prison Board passed a resolution directing prison officials to discontinue accepting and housing the Board's technical parole violators or persons who have made bail, being held only on a Board warrant. After discussions by Board personnel with county officials, Allegheny County probationers being supervised by the Board were accepted at the prison when approved by the court.

Through the excellent cooperation of the Bureau of Correction, Board clients unable to be housed in these two county prisons have been accepted in state correctional institutions. As a result, the Board was never required to release any potentially dangerous violator due to prison overcrowding.

ACCREDITATION ACTIVITY ACCELERATES

Board efforts to improve the quality of its service to the community and its clients increased during 1981 through the continuation of its participation in the national corrections accreditation program. Based on the comprehensive self-evaluation conducted by the Board in 1980, major attention was given to developing policies and procedures to bring the Board into compliance with the national standards promulgated by the American Correctional Association.

At year's end, the majority of the Board's plans of action related to the non-compliance standards were completed. In addition, documentation was assembled for an audit in 1982 by the national accrediting agency, the Commission on Accreditation for Corrections.

The accreditation program has generally been a positive one and has led the Board to adopt these national standards as its adult probation standards to be met by county probation

departments participating in the Board's Grant-in-Aid Program.

Through the accreditation self-evaluation, the formalization of current practices into policy and procedure, and the adoption of new policies, the Board continues its efforts to assist clients to become more responsible citizens and thereby protect society.

CITIZENS GROUPS PROVIDE INPUT

The Governor's Advisory Committee on Probation, under the chairmanship of Daniel B. Michie, Jr., Esq., met two times during the year reviewing the Board's Grant-in-Aid Program, particularly as it relates to the required standards for counties receiving funds. Following the review, the committee recommended to the Board the adoption of the American Correctional Association's adult probation field services standards as Pennsylvania's standards. They further recommended that the standards be phased in over a six-year period. These recommendations were subsequently adopted by the Board.



Chairman of the Governor's Advisory Committee on Probation, Daniel B. Michie, Jr., Esq., left, from Philadelphia, and Board Chairman Jacobs participate in the committee's discussion.

Members of the Board's Citizens Advisory Committees, representing each of the Board's district offices, met together early in the year to discuss mutual concerns and share ideas and suggestions with the Chairman and staff. Items which received discussion included:

- employment needs of Board clients,
- recidivism concerns,
- decision-making guidelines,
- relationship of the Board to the Bureau of Correction,
- communications between the advisory committees and the Board,
- examination of alternative forms of parole supervision, and
- overhauling sentencing procedures in the Commonwealth.

SUPERINTENDENTS/FIELD STAFF MEETINGS PLANNED

In a continuing effort to improve communications with two vital components of the Board's work, Board members adopted a policy to meet regularly with superintendents of state correctional institutions and the Board's field staff.

The Board has been meeting on a regular basis with the Commissioner of the Bureau of Correction for many years, discussing matters of mutual concern and developing policies and procedures designed to make the transition from confinement to parole as smooth as possible. Each month, Board members visit all the state correctional institutions to conduct parole interviews and hearings. However, contact with the superintendent has been minimal and information about the institution's programs for inmates was not readily available. Board members are now meeting with each state correctional institution superintendent and key staff on a regularly scheduled basis to discuss mutual concerns and to learn about each other's programs and operations. It is believed that through this exchange of ideas and informations, Board members will have a better understanding of institutional programs and problems which affect the lives of inmates who appear before the Board for parole consideration.

Board members spend the majority of their time in making parole decisions which generally culminate with an inmate being released on parole and supervised by a parole agent. Little opportunity has been provided to meet with field staff who have a vital role in the total parole program. Therefore, beginning in 1982, Board members will be visiting field offices on a regular basis, meeting with supervisors, parole agents, and other staff for discussions.

MANAGEMENT EVALUATION SYSTEM ESTABLISHED

Late in the year, a new Commonwealth Performance Evaluation Report system for upper and middle-management staff was introduced which evaluates managers on predetermined objectives. This new system, intended to "create both clear accountability for performance and a mechanism for recognition of outstanding performance", was easily integrated with the Board's ongoing planning efforts which includes the setting of Board goals and the development of work objectives by managers.

Using the Board's goals for the year, the Chairman, the Executive Director, bureau directors, division directors, and district office supervisors established six-month objectives. The achievement of these objectives by the end of the fiscal year, June 30, 1982, will be an integral part of each manager's performance evaluation which will take place at that time. While the system is primarily focused on evaluating managers, it simultaneously provides more clear-cut objectives for use by managers in planning their work throughout the year. It is anticipated that this system will be continued, and prior to the beginning of the next fiscal year, new objectives will be established for 1982-83.

BOARD/MANAGEMENT MEETINGS CONTINUE

Continuing a pattern which began in 1980, Board members and upper/middle administrators and supervisors met twice during 1981.

Goals Set for the Year

The spring meeting focused on the development of goals for the agency, a process which began earlier in the year with

proposed goals developed by district planning groups. At the meeting, these goals, along with others developed there, were summarized and refined. These proposed goals were then submitted to the Board for their consideration.

The Board subsequently reviewed these goals and adopted five (5) agency goals for 1981-82:

- to devise methods to reduce the time taken to deliver Board decisions to clients and staff,
- to reduce unemployment among clients,
- to improve institutional, pre-parole, and client field services,
- to reduce paperwork, and
- to formalize the induction of new employees into the agency, particularly the commissioning process for new agents.



Staff members, left to right, Marianne Cameli, Scranton District Office Secretarial Supervisor; Daniel S. Roberts, Altoona District Office Supervisor; Frank Graham, Director of Division of Fiscal Analysis; and James Riggs, Hearing Examiner, participate in a small group, goal-setting session at the Spring Board/Management Meeting.

Hearing Process Examined

The Board's hearing process was the focus of the fall Board/Management Meeting. The legal aspects of the hearings were reviewed, after which Board members discussed their philosophy and decision-making principles in relationship to hearings. Discussions on the work of the hearing examiners and the procedures in conducting hearings concluded the session.

Another highlight of the meeting was an informative address by Commissioner of the Bureau of Correction, Ronald Marks. He shared many interesting facts about the Bureau and its responsibilities in providing for the care of offenders.

Through these meetings, Board and staff members gain insights into the interrelationships of each other's work in fulfilling the mandates of the Board.

CHAIRMAN SERVES ON TASK FORCES

The expertise of Chairman Fred W. Jacobs was tapped by the Pennsylvania Council on Crime and Delinquency to serve on its Task Force on Alternatives to Incarceration. The task force grappled with the problem of jail and prison overcrowding. As a result of their work, a statewide forum on prison overcrowding was held to examine the various issues in depth. The expansion of the Bureau of Correction's community service centers was one of the proposals developed by the task force.

Recognizing the shortage of mental health services for offenders, a Corrections/Mental Health Task Force, under the auspices of the Citizens Crime Commission of Philadelphia, was established in 1981. Board Chairman Jacobs served as an ex-officio member on the task force which has had as its mandate the development of an action plan and an implementation strategy to improve the delivery of mental health treatment services to inmates in state and county correctional institutions. Recommendations developed by the task force are being given consideration by the appropriate bodies to whom they were addressed.

ISRAELI PAROLE STAFF LOOK AT BOARD OPERATIONS

In October, three Israeli probation and parole officers visited the Board's central office and the Harrisburg District Office as part of an international exchange program between Israel and the United States. Under the joint sponsorship of Haifa University and Temple University, Farhat Farhat and Shulamit Palmer, adult probation/parole officers, and Genyn Reinstock, juvenile probation officer, met briefly with the Board, the Chairman, and the Executive Director discussing the overall function and operations of the Board. First-hand exposure with line staff was provided through discussions with a supervisor and parole agents in the Harrisburg District Office.

The visit of the Israeli group to the Board offices was part of a 2½ week experience providing cross-cultural exposure with persons in the U.S. criminal justice system, including police, courts, corrections, as well as probation and parole.

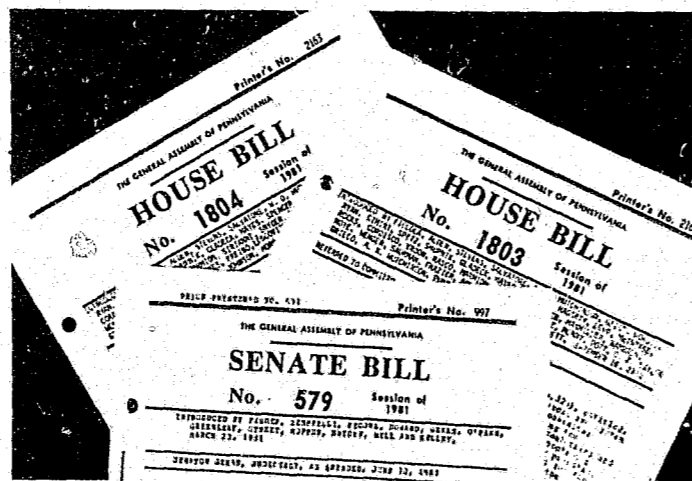


Parole Agent George Shaffer, Harrisburg District Office, second from right, points out the use of his client casebook to the Israeli visitors, Farhat Farhat, Shulamit Palmer, and Genyn Reinstock.

"PAROLE REFORM" MEASURES INTRODUCED

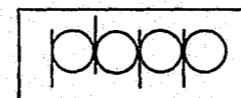
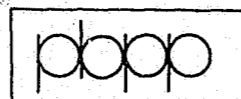
For countless years, the legislative halls of Pennsylvania have heard voices speaking out for parole reform. In 1981 a concerted effort was launched by Governor Thornburgh for parole and sentencing reform. Early in the year, the Governor announced a crime package which includes major changes to the parole system in Pennsylvania and provides for minimum mandatory sentences. One proposal submitted abolishes the parole release decision function which the Board makes at the expiration of the minimum sentence. Instead, release at the minimum sentence would be automatic, less any "good-time" earned for good behavior in prison. Another proposal provides for the imposition of mandatory minimum sentences for persons committing certain violent crimes and repeat offenders, which would probably increase the amount of time of incarceration before release.

As a result of these proposed changes, the Board would become a "revocation board" with the power to recommit and re-release offenders with a maximum sentence of two years or more. The parole supervision function would remain essentially as it is now, but would be renamed "post-release supervision". Organizationally, it is also proposed that this function would be located in a Department of Corrections.



Legislation incorporating the Governor's proposals was introduced, hearings were held, and at year's end the proposed legislation was still under consideration in the General Assembly.

What the future holds for the Board organizationally at this time is unknown. Until that is determined, efforts to improve services and the development of new and innovative programs continues as a fulfillment of the Board's mandate. If and when changes to Pennsylvania's parole system are implemented, the Board and its staff are committed to providing the best service possible to the citizens and offenders of the Commonwealth.



OFFICE OF THE EXECUTIVE DIRECTOR

Robert L. Johnson, Executive Director
David R. Leathery, Director of Staff Development
Joseph M. Long, Executive Assistant

Agency planning continued to be a key emphasis of the Executive Director's Office during 1981. Early in the year, an agency-wide planning group known as the Core Planning Group was established in central office, made up of staff members representing each bureau and the Executive Director's Office. Planning groups were also established in each district, with representatives from the supervisors, parole agents, clerical staff, institutional parole supervisors, and hearing examiners.

The central office and district planning groups were heavily involved in providing input into the development of agency goals for the year as well as planning for the two Board/Management meetings. The Core Planning Group made several studies during the year, the most comprehensive being a study of the Board's specialized drug unit in Philadelphia. After meeting with the Philadelphia District Office management team and the drug unit supervisor, reviewing and analyzing considerable statistical data, the findings were presented to the Board. As a result of the study, the Board has authorized expanding the scope of the drug program in Philadelphia.

In addition to planning and program development, much of the Executive Director's work has to do with the oversight of the Board's daily operations related to three bureaus (administrative services, probation services and supervision) and the staff development program. The Executive Director also chairs monthly bureau directors' meetings, including the Board Secretary and the Chief Counsel, which serve as the means of coordinating the work of the Board's staff.

COMMUNICATIONS EXPANDED

Improved communications, both internally and externally, received attention during the year with the Executive Director meeting with staff members and reviewing operations in all but one of the Board's ten district offices. Staff meetings, including all levels of employees, are being held throughout the agency on a regular basis, so that all agency personnel will be more adequately informed.

Growing out of the Board's newly adopted policy on public information and public relations, the Executive Assistant's Office has been more active in keeping the public informed of the Board's work. An up-to-date pamphlet, describing the work of the Board, was prepared and has been widely distributed.

STAFF DEVELOPMENT POLICY ADOPTED

In its continuing effort to provide high quality professional services, the Board adopted a new policy requiring all permanent full-time employees to meet minimum training standards annually; 40 hours for all professional staff and 16 hours for all clerical/support staff. This policy has added

emphasis to the Board's training program, requiring the expansion of course offerings. A comprehensive catalogue of training opportunities was issued to enable supervisors and staff to jointly plan for meeting the developmental needs of each employe. The training records have been computerized to provide timely information for employes and to monitor adherence to the policy requirements.

A major effort of the Division of Staff Development was the Joint State/County Training Program which provided nearly 700 state and county staff with 43 course offerings during the past year. A statewide assessment of adult probation and parole staff training needs provided the basis for a comprehensive curriculum consisting of entry level and advanced skill courses.



Dr. Stanton E. Samenow, nationally known clinical research psychologist, author, and member of President Reagan's Law Enforcement Task Force, lectures to nearly 100 state and county parole/probation officers on "The Criminal Personality".

The Director of Staff Development has been instrumental in the formation of the Delaware Valley Adult Probation and Parole Training Consortium. With the common desire to better train and develop its personnel resources to serve clients and communities, this interjurisdictional consortium encompasses one of the largest metropolitan areas in the nation, and is believed to be the first of its kind. It consists of representatives from the Board, Federal probation, and probation departments in the greater Philadelphia area and from the states of New Jersey and Delaware.

The division has also developed and implemented a comprehensive agency firearms policy, modified the student internship program so it can better prepare students considering careers in criminal justice, coordinated components of the Pennsylvania Association on Probation, Parole and Corrections Interdisciplinary Training Institute, offered other specialized training programs, and participated in various initiatives to help improve the agency and its personnel.

OFFICE OF BOARD SECRETARY AND BUREAU OF PRE-PAROLE SERVICES

Hermann Tartler, Board Secretary and Director
William H. Moul, Director of Case and Records Management
John J. Rice, Director of Institutional Parole Services
John P. Skowronski, Director of Hearing Review

Two of the major responsibilities of this bureau are the processing of Board case decisions and serving as the custodian of the official client case records. During the year, both of these areas have been reviewed carefully and some significant technological improvements are being made.

COMPUTERIZED CASE DECISIONS

Beginning January 1, 1982, Board case decision information will be entered directly into the agency's computer. Through this single entry, several clerical functions will be accomplished simultaneously, enabling case decisions to be processed in a more timely manner. Data entered into the computer will cause the printing of:

- the official Board decision notice to the client, the Board's staff and others,
- the case decisions as part of the official Board minutes, and
- various control documents.

NOTICE OF BOARD DECISION
PBP-10 (7/81)

COMMONWEALTH OF PENNSYLVANIA
PENNA. BOARD OF PROBATION AND PAROLE

DATE: 01/04/82

CLIENT NAME: ██████████ PAROLE NO: ██████████

INSTITUTION: STATE CORRECTIONAL INSTITUTION HUNTINGDON INSTITUTION NO: ██████████

AS RECORDED ON 01/04/82 THE BOARD OF PROBATION AND PAROLE RENDERED THE FOLLOWING DECISION IN YOUR CASE:

PAROLE 2-14-MO TO AN APPROVED PLAN.
INTENSIVE SUPERVISION FIRST 6 MONTHS.
MUST SUPPORT CAPE LENTS.
MUST PAY FINES, COSTS, AND RESTITUTION.
MUST MAINTAIN EMPLOYMENT.
POSSESSION OR CONTROL OF ANY WEAPON IS AN IMMEDIATE VIOLATION OF PAROLE.

Hermann Tartler
HERMANN TARTLER
BOARD SECRETARY

FPE-P, FILE COPY

Another advantage of the system will be its retrieval capabilities. Through computer terminals located in the central office and the Board's district offices, timely retrieval of case decisions by the Board will be available. Without additional staff time, the system will be able to generate needed statistical records involving Board case decisions.

DECENTRALIZATION OF CASE RECORDS

With the responsibility for the maintenance of more than

30,000 case records in the central office file room, improving the records management program was a high priority during the year. With a grant from the National Institute of Corrections, a consultant was engaged to review the records management program and to make recommendations for improvements. As a result, the Board approved the implementation of the following:

- decentralization of the client case folders to district and institutional parole offices,
- elimination of duplicative and low value material in the client case folders, and
- restricting access to the central office case folders.



Kathleen Waddell, Clerical Supervisor of the central office records unit, secures a client casefolder needed by the Board for a case decision.

Staff teams were established to develop implementation plans and to establish time tables for the required staff training. In this decentralization system, new case folders will be opened by the institutional parole office and then transferred to the supervising district office when the inmate is paroled. A central office case folder, containing only documents needed for decision making, will be established when parole consideration of the inmate begins. This decentralization of case folders should eliminate the current space problem in the central office file room and will provide for controlled access to the case folders. It is anticipated that the total decentralization process will be accomplished by July, 1982.

ONGOING RESPONSIBILITIES

The Office of the Board Secretary and the Bureau of Pre-Parole Services have responsibilities which relate primarily to the Board's paroling authority function. These responsibilities include the scheduling and preparation of material for interviews and hearings, responding to most inquiries relative to decisions and policies of the Board, reviewing sentence structures for accuracy in compliance with current laws, providing technical assistance in finalizing Board decisions, and recording the official case decisions of the Board.

To ensure that the client is afforded proper due process, the Board's hearing examiners conduct various hearings, submitting summaries with recommendations to the Board for final action. All actions regarding parole violations and hearings are reviewed by bureau staff to ensure compliance with Board policy, with technical assistance provided when needed.

An institutional parole staff is maintained to provide information to the Board for use in making parole decisions, and to aid the offender in developing a parole plan consisting of a home and employment.

BUREAU OF SUPERVISION

John J. Burke, Director
Gilbert W. Henegan, Probation and Parole Staff Specialist
George K. Henshaw, Director of Interstate Services
Robert A. Largent, Probation and Parole Staff Specialist

The Bureau of Supervision has the responsibility for the supervision of approximately 14,000 parolees and probationers. This is accomplished through a field staff located in 10 district offices and 14 sub-offices throughout the state.

REVISED SUPERVISION PRACTICES

In a continued effort to improve supervision services with decreased resources, the Bureau is implementing a Revised Supervision Practices Project in the Harrisburg District Office. The concept of the project allows for some agent discretion in the development of a client treatment plan, which is based on a risk and needs assessment of the client. The emphasis in supervision is on providing quality services in meeting client needs, rather than a quantitative output of services to meet minimum supervision requirements. Based on a model used in several other states, the development of the treatment plan for each client begins with an extensive initial client interview, using risk and needs assessment instruments, along with the Board's Parole Prognosis Assessment material.

Extensive planning continues as the project is being implemented, and technical assistance has been provided through the National Institute of Corrections. The Board's research staff has been heavily involved in the planning process and will provide supporting research activity throughout the projects as needed.

FIRM ASSISTS IN RETURN OF VIOLATORS

Each year, considerable time and funds are spent to return to Pennsylvania parole violators who have been living in other states. In addition to the cost of the air fare, etc., much parole agent time is expended assisting the Board's two warrant officers in returning these clients. The services of a professional air security company, specializing in returning parole violators and various types of prisoners, has been contracted to assist in the extradition of the Board's violators from distant states. It is estimated that more than \$4,000 was saved during the first five months using this new service. In addition, valuable parole agent time formerly spent assisting the Board's warrant officers located in Philadelphia and Pittsburgh, is now being used in performing the primary duty of supervising clients.



Parole Agent Lloyd Heckman, left, and Supervisor Edward Rufus, Harrisburg District Office, right, take custody of an alleged parole violator being returned by the air security company.

OTHER RESPONSIBILITIES

The supervision of the Board's clients on probation and parole is the primary responsibility of parole agents, supervisors, and central office staff. Their work is aimed at assisting clients to become productive, law-abiding citizens, and thereby achieve the mandate of the protection of society.

The parole agent is a key staff member who provides a direct link between the offender, the Board, and the community. It is through the activity of the Board's 214 parole agents in providing or securing needed client services, that clients are able to successfully complete their period of supervision.

The central office staff provides support and technical assistance in maintaining a high quality of field supervision. The Director of Interstate Services carries major responsibility as the Chairman's delegate in administering the Interstate Compact. Through this compact with the other 49 states, the District of Columbia and Puerto Rico, offenders from other states have the opportunity to return to their homes and families to be supervised there. The Board's staff reciprocates by supervising parolees from other states who reside in Pennsylvania. At the end of 1981, 1,142 Board clients were supervised in other states, and 1,918 clients from other states were supervised by the Board. In addition, the Board's staff handles the arrangements for approximately 1,805 Pennsylvania county probation clients to be supervised by other states.

PAROLE AGENT OF THE YEAR AWARD



American Legion State Adjutant Edward Hoak, left, presents the Agent of the Year Award to Parole Agent David W. Richardson, Erie, at the Pennsylvania Association of Probation, Parole and Corrections Training Institute.

David W. Richardson, Parole Agent II from the Erie District Office, was the recipient of the 1980 American Legion Agent of the Year Award. This award is presented each year to an agent who has demonstrated good judgement, loyalty, motivation, temperament, dependability, and versatility in work. Richardson began his service with the Board in October of 1973 and was cited for his continual, overall professional growth since becoming an agent with the Board. He was also lauded for his excellent rapport with clients and his efforts in causing positive behavioral change and improvement among his clients. The selection of Richardson was done by a statewide committee from nominees of agents submitted by each of the Board's ten district offices.

BUREAU OF PROBATION SERVICES

Gene Kramer, Director
W. Conway Bushey, Probation Services Advisor
Ronald E. Copenhaver, Probation Services Advisor

NEW PROBATION STANDARDS ADOPTED

The adult probation field service standards promulgated by the American Correctional Association as part of a national correctional accreditation program were adopted by the Board as Pennsylvania's County Adult Probation Standards. The standards were carefully analyzed by Board staff, as well as county probation administrators, and the Governor's Advisory Committee on Probation, before being recommended to the Board to replace the current standards which were established in 1967. Compliance with these standards is required by counties participating in the Board's Grant-in-Aid Program which provides funds for the expansion of county adult probation departments and improvement of their services. The newly adopted standards will be phased in over a six-year period beginning in 1982.

A three-day workshop for all chief probation officers, or their designees, was held to assist them in planning for the implementation of the standards. During the year, the Board's probation services advisors also provided technical assistance to the county departments on the development of a manual of operations and procedures, which is required by one of the standards.

GRANT-IN-AID APPROPRIATION INCREASES

The Board's 1981-82 fiscal year appropriation for the Grant-In-Aid Program was \$2,772,000, an increase of \$772,000 over the previous year. These funds will be awarded in the spring of 1982 to an estimated sixty (60) counties to help offset the salary cost for approximately 537 of the 700 professional county adult probation personnel in the Commonwealth. Even with the supplemental funds granted through this program, county probation officers will have active caseloads of 96, which far exceeds the nationally recommended caseload size.

The following table reflects the trend in grant-in-aid appropriations for a 3-year period:

	1979-80	1980-81	1981-82
Appropriation	\$1,773,000	\$2,000,000	\$2,772,000*
Funding Eligibility	\$7,934,584	\$8,702,787	\$9,576,372
Funding Percentage	22.2%	23.2%	28.5%

* \$37,000 is designated for training of county probation staff.



York County Chief Probation Officer, William E. Long, left, and President Judge Robert I. Shadle, center, review the county's grant-in-aid application with Ronald E. Copenhaver, Probation Services Advisor.

REFERRALS STABILIZED — PRE-SENTENCES INCREASED

The Board also provides other services for the county courts:

- supervision of certain special probation/parole cases referred by the courts, and
- the preparation of pre-sentence investigation reports.

Because of the decrease of Board resources and increased grant-in-aid allocations, a concerted effort has been made during the past several years to reduce the special probation/parole referrals and pre-sentence investigation requests. In an effort to balance the county and Board workloads, the courts have been requested to place greater reliance on their county staffs for these services.

The chart below shows that the total special probation/parole caseload is decreasing and new referrals from the courts have stabilized, while pre-sentence investigation requests have gradually increased during the last three years:

	1978	1979	1980	1981
Total Special Probation/Parole Caseload	4,554	4,168	3,862	3,343
Special Probation/Parole Supervision Referrals	2,440	2,182	2,299	2,299
Pre-Sentence Investigation Requests	761	870	969	996

Bureau staff are also responsible for:

- annual evaluations of county probation departments,
- processing of supervision and pre-sentence requests from the county courts and assignment to the appropriate Board field office,
- quality control of court services referrals, and
- the development and maintenance of policies and procedures to accomplish the work of the bureau.

AFFIRMATIVE ACTION OFFICE

LeDelle A. Ingram, Affirmative Action Officer

Due to limited resources, the number of employes has decreased during the past year, severely limiting agency recruitment activity. Only positions which were critical to the efficient operation of the agency have been filled. This complies with the Board's position of controlling the decreasing employe complement through attrition, rather than hiring and subsequently furloughing newly recruited personnel.

Even though there has been a decrease in the complement, the percentage of employes who are of minority races remained constant during the year (22%). Internal promotions and reclassifications have resulted in upward mobility of females and an overall better utilization of current staff. The recently adopted employe minimum training policy should be helpful in establishing a base from which to develop a standard career development program.

The Affirmative Action Plan, adopted by the Board on July 27, 1981, named the Chairman of the Board as the official responsible for the effective implementation of the plan.

BUREAU OF ADMINISTRATIVE SERVICES

John R. McCool, Director
James J. Alibrio, Director of Research and Statistics
Joseph F. Fritz, Director of Systems Analysis and Management Methods
Frank A. Graham, Jr., Director of Fiscal Analysis
Adeline R. Shultz, Director of Office Services
Robert E. Yerger, Director of Personnel

The Bureau of Administrative Services assists the agency in meeting its goals and objectives by providing the required administrative, technical and logistical services that enable the client-related service bureaus to operate effectively.

EXPANSION OF COMPUTER SYSTEM

A prime accomplishment of the bureau was the installation of computer terminals in nine of the Board's ten district offices. Through the completion of this telecommunication network, linking the district offices to the Board's central office, field staff have direct access to the Board's management information system. In addition to securing data from the computer information base, each office can now transmit and receive printed messages from any of the other offices. It also enables the central office to transmit messages to all of the field offices simultaneously. Experimentation has begun for direct entry of client data from the district office locations to the central computer files and will be expanded during the next year. The expansion of the computer system is providing the means of keeping client information more current, and at the same time reducing paperwork and clerical time needed to complete required transactions.

RESEARCH LINKED TO DECISION MAKING

Another area of notable achievement involves the link between the Board's parole decision-making function and the Bureau's research activity. The Board has completed its first year of parole decision making using explicit guidelines. Throughout this period, the research staff have been monitoring these decision-making practices for the purpose of assessing guideline performance as an expression of Board policy. This policy assessment represents the culmination of an extensive three-year effort to make explicit parole decision-making policy, which structures discretion in the decision process.

ONGOING RESPONSIBILITIES

Through the year, the Bureau of Administrative Services maintained a close working relationship with other Commonwealth agencies, including various legislative bodies, to ensure the effective implementation and processing of various program requirements and priorities. In addition, the bureau's staff fulfilled its many other responsibilities:

- managing the fiscal and budgetary operations of the Board,
- administering the personnel and labor relations functions,
- producing statistical information, evaluative research, as well as planning and program development research,
- the designing, implementing, and operating of the Board's management information system, and
- providing various required services such as procurement, automotive, and telephone.

OFFICE OF CHIEF COUNSEL

Robert A. Greevy, Chief Counsel
Arthur R. Thomas, Assistant Chief Counsel

The Office of Chief Counsel represents the Board in most litigation and advises the Board in matters of policy and procedure.

As a result of the Commonwealth Attorney's Act, which took effect in January, 1981, the Board's attorneys are now responsible to the General Counsel, who is appointed by the Governor and serves as his legal advisor. The Act authorizes the Attorney General to represent all Commonwealth agencies in court litigation, but permits delegation of that authority to the General Counsel. By the Attorney General's delegation, the defense of state court challenges to Board determinations involving parolees is the responsibility of the General Counsel, and more specifically the Board's attorneys. They also continue to represent the Board before tribunals other than courts, such as the Civil Service Commission, the Human Relations Commission, and the Unemployment Compensation Board of Review.

During the year, many appeals of Board determinations involving parolees were initiated by Board clients. These determinations include the application of pre-sentence custody credit, the computation and order of service of sentences, parole denials, parole rescissions, parole conditions, and the arrest/hearing process.

Several cases are before the Pennsylvania Supreme Court concerning the nature and scope of judicial review of Board determinations involving parolees. Because of those appeals, the Commonwealth Court has been unable to proceed with hearing appeals from Board determinations. Currently before the Superior Court is the question of whether the courts of common pleas have jurisdiction of habeas corpus proceedings which challenge Board determinations.



FINANCIAL SUMMARY

	Fiscal Year 1980-1981
GENERAL GOVERNMENT OPERATIONS	
General Appropriation	\$14,982,214
Federal Funds	211,236
Other Funds (CETA)	8,478
Total Expenditures	\$15,201,928
GENERAL GOVERNMENT EXPENDITURES	
Salaries and Employee Benefits	\$13,190,786
Operational Expenses	1,871,349
Furniture and Equipment	135,052
Transfer Payments to Other Governments	4,741
Total Expenditures	\$15,201,928
FEDERAL FUNDS EXPENDITURES BY CATEGORY	
LEAA Action Grants	\$ 157,322
NIC Grants	53,914
Total Expenditures	\$ 211,236
GRANTS AND SUBSIDIES FUNDS ADMINISTERED BY THE BOARD (Improvement of County Adult Probation Services)	
General Appropriation	\$ 2,000,000
Total Expenditures	\$ 2,000,000

STATE FUNDS

FISCAL YEAR	IMPROVEMENT OF COUNTY ADULT PROBATION SERVICES		TOTAL
	GENERAL GOVERNMENT	PROBATION SERVICES	
1976-1977	9,023,930	1,679,000	10,702,930
1977-1978	9,736,718	1,763,000	11,499,718
1978-1979	10,787,935	1,763,000	12,550,935
1979-1980	14,551,333	1,773,000	16,324,333
1980-1981	14,982,214	2,000,000	16,982,214

FEDERAL GRANTS AWARDED TO THE BOARD

Fiscal Year	Federal Safe Street Act (LEAA) Grants		National Institute of Corrections Grants	
	Amount	No.	Amount	No.
1969-70	\$ 112,861	4		
1970-71	478,965	8		
1971-72	1,638,779	11		
1972-73	1,797,699	11		
1973-74	4,168,516	10		
1974-75	3,725,907	7		
1975-76	2,913,067	6		
1976-77	2,816,128	5		
1977-78	737,858	4		
1978-79	217,295	4	\$ 99,432	3
1979-80			62,408	3
1980-81	161,342	2		
Totals	\$18,768,417	72	\$161,840	6



COMMONWEALTH OF PENNSYLVANIA
BOARD OF PROBATION AND PAROLE
 Box 1661 HARRISBURG, PA. 17120

OFFICE OF THE CHAIRMAN

POLICY STATEMENT

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION AND AFFIRMATIVE ACTION FOR THE HANDICAPPED

The Pennsylvania Board of Probation and Parole hereby states its firm policy to recruit and provide employment, training, and compensation, promotion, and other conditions of employment, without regard to race, color, creed, life style, affectional or sexual preference, handicap, ancestry, national origin, union membership, age or sex, except where there is a bona fide occupational qualification (BFOQ) on a business necessity basis.

Consistent with Affirmative Action, it is the policy of the Board to be committed to (but not limited to) the following:

- Seek out individuals at any level of the organization whose potential has not been fully utilized, with the objective of assisting them to reach their full potential.
- Include finding additional sources of applicants who become qualified, utilizing appropriate training which will assist these individuals toward full qualification regardless of their race, color, religious creed, life style, affectional or sexual preference, handicap, ancestry, national origin, union membership, age or sex, except where there is a BFOQ or selective certification on a business necessity basis.
- This Board does not promote, condone, or otherwise tolerate discrimination in any form, and especially in the form of sexual harassment under sex discrimination. Every Supervisor, Manager, and Administrator will maintain each work place of this agency, free of sexual harassment, discrimination, or any kind of harassment of any employee.
- This Board does not discriminate on the basis of handicap (pursuant to Sections 503 and 504 of the Federal Rehabilitation Act of 1973) in the opportunity to participate in, or benefit from, any aid, benefit, or service provided by the agency, nor does it provide services to the handicapped 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. No service provided to the handicapped 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 employee.
- All facilities and physical structures of the Board shall be free from physical barriers which cause inaccessibility to, or unusability by, handicapped persons, as defined in Section 504, and any subsequent regulations.

A major goal of the agency is also to become a civic leader in programs and activities which enhance equal employment opportunities for all citizens within the various communities in which the agency operates throughout the state.

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 employee has suggestions, problems, complaints, or questions, with regard to equal employment opportunity/affirmative action, please feel free to contact the Affirmative Action Officer, Room 308, Box 1661, Harrisburg, PA., 17120, (717)787-6897 or Robert E. Yerger, Personnel Director, Room 212, Box 1661, Harrisburg, PA., 17120, (717)787-8148.

This is the adopted policy on Equal Employment Opportunity/ Affirmative Action/Affirmative Action for the Handicapped, 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 Fred W. Jacobs, Chairman, who is responsible for insuring effective and proper implementation of equal employment opportunities within this agency.

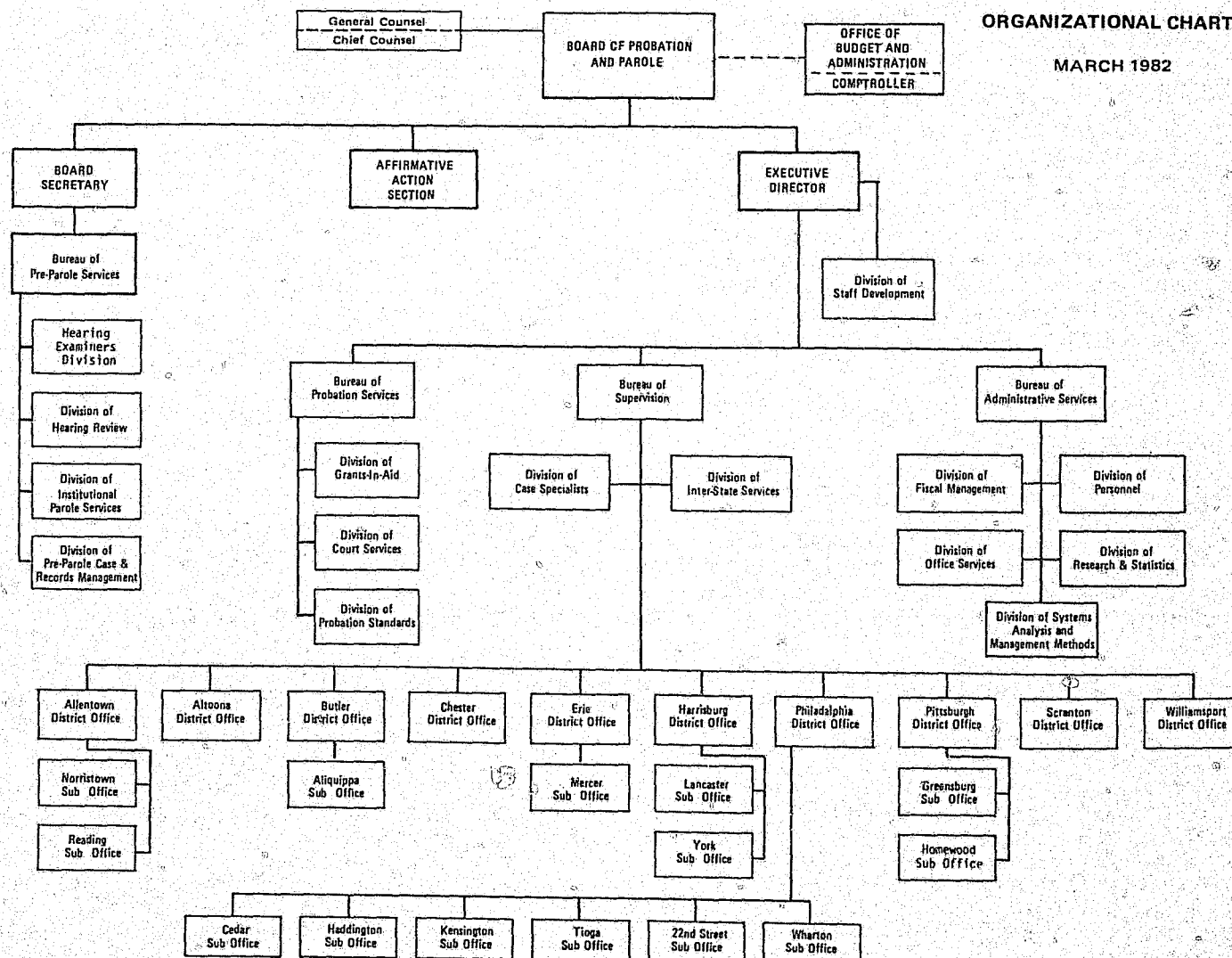
FOR THE BOARD

Fred W. Jacobs
 July 27, 1981

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

ORGANIZATIONAL CHART

MARCH 1982



PROGRAM STATISTICS

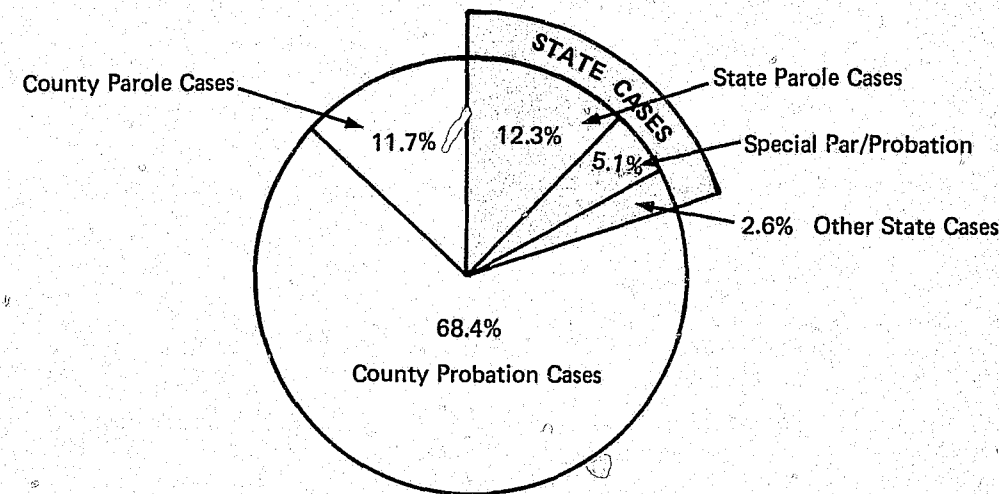
This statistical compendium is designed to provide an overview of operations of the Pennsylvania Board of Probation and Parole from a perspective of work outputs and program effectiveness. A general summary of statistics and trends has been developed below to highlight agency operational performance.

SUMMARY OF STATISTICS AND TRENDS

Pennsylvania's community based correctional system had 69,000 offenders on probation or parole at the end of fiscal year 1980-81. Of this total, 13,782 (approximately 20%) were receiving supervision services directly from the Pennsylvania Board of Probation and Parole.

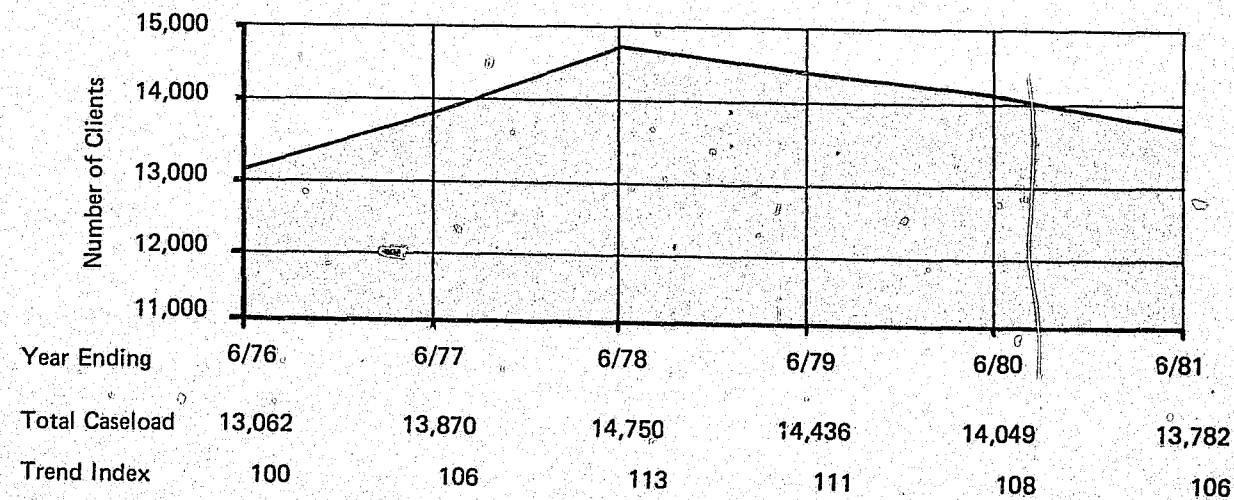
A. SUMMARY OF POPULATION GROWTH AND TRENDS

1. Total Offenders Under Supervision in Pennsylvania



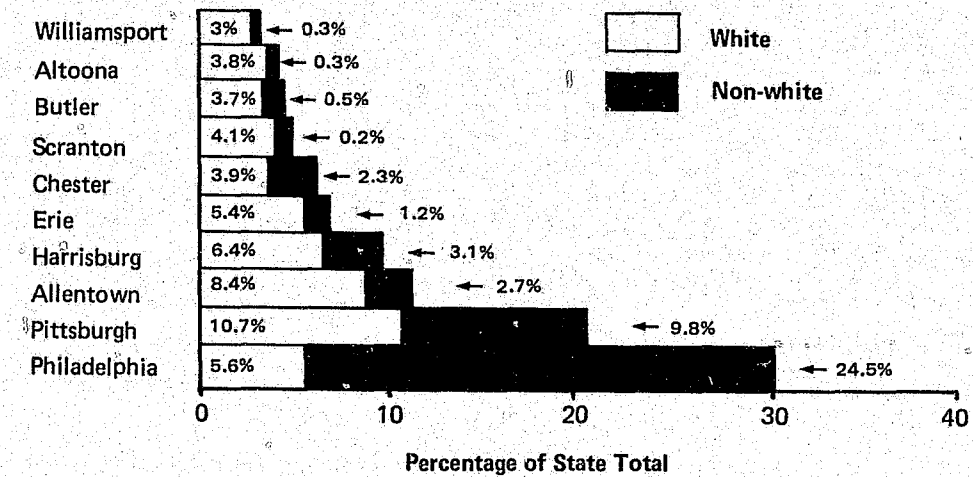
The chart above shows the origin and prevalence of each of the groups of clients supervised by the Board in relationship to the total offender population in communities of the Commonwealth. Included are: clients paroled from Pennsylvania state and county institutions on state sentences; clients received from the county courts as special probation and parole cases; and clients sentenced by other states, but residing in Pennsylvania under the Interstate Compact.

2. Trends in Total Caseload Under Board Supervision



Recent trends in the total population under Board supervision reveal significant increases in caseload size during the period from June, 1976 to June, 1978; however, slight reductions have been evident since that time. The majority of the decrease was a result of declining special probation and parole case referrals.

3. Geographical Distribution of Caseload by District Office



A geographical distribution by the Board's districts and a comparison of white versus non-white clientele are presented simultaneously in the chart above. At the end of FY 1980-81, the offender population under Board supervision was 6.1% female, a relatively stable figure during the last six years.

B. SUMMARY OF PROGRAM OUTPUT

1. Board Actions for Individual Cases — July 1, 1980 to June 30, 1981

Type of Case Decision	Grant Parole	Refuse Parole	Declare Absconder	Recommit	Continue on Parole	Misc.*	Total
Number	3,609	883	625	1,537	844	3,446	10,944
Percent of Total	33%	8%	6%	14%	8%	31%	100%

* Included are Board actions on special commutation cases, final discharges on SCIC sentences, closed cases, returns from parole, continued or withdrawn cases, detained pending criminal charges, etc.

Major categories of Board case decisions and their percentage of the total are shown above. The total of 10,944 Board actions represents individual case decisions made directly by a majority vote of the Board. An additional 2,213 cases were accepted during the year as special parole and probation cases, referred by county judges for Board supervision. Thus, there were a total of 13,157 cases for which actions were taken during the year.

2. Interviews and Hearings Conducted by Board Members and Hearing Examiners — July 1, 1980 to June 30, 1981

Conducted By	PAROLE RELEASE INTERVIEWS				VIOLATION HEARINGS			
	Parole	Reparole	Review*	Total	1st Level	2nd Level	Full Board	Total
Board Members.....	1,966	558	915	3,439	0	0	533	533
Hearing Examiners.....	1,466	142	320	1,928	1,513	1,464	0	2,977
Totals.....	3,432	700	1,235	5,367	1,513	1,464	533	3,510

* Review interviews are held for those clients previously refused parole or reparole.

The above table reflects the type of interviews and hearings conducted and identifies those held by Board members and hearing examiners. The figures reveal that 64% of the total parole release interviews were conducted by Board members, and their participation in violation hearings was limited to "Full Board Hearings". These hearings require the attendance of three Board members, and constitute approximately 15% of the total hearings.

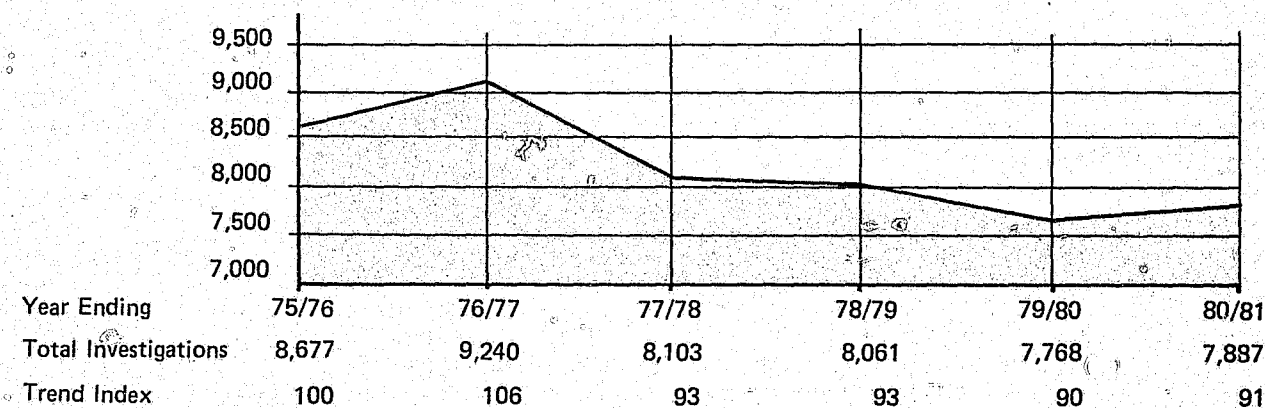
Hearing examiners employed by the Board conduct a variety of first and second level hearings. The first level hearings are held to determine whether there is probable cause to believe that a parole violation was committed or, in the case of criminal charges, should the client be detained pending disposition of the charges. Second level hearings determine whether or not to revoke parole, using a preponderance standard of evidence, and/or new conviction to make that determination.

3. Parole Agent Caseloads

Year Ending.....	6/76	6/77	6/78	6/79	6/80	6/81
Number of Parole Agents.....	240	241	235	228	221	216
Index	100	100	98	95	92	90
Average Caseload.....	54.4	57.6	62.8	63.3	63.6	63.8
Index	100	106	115	116	117	117

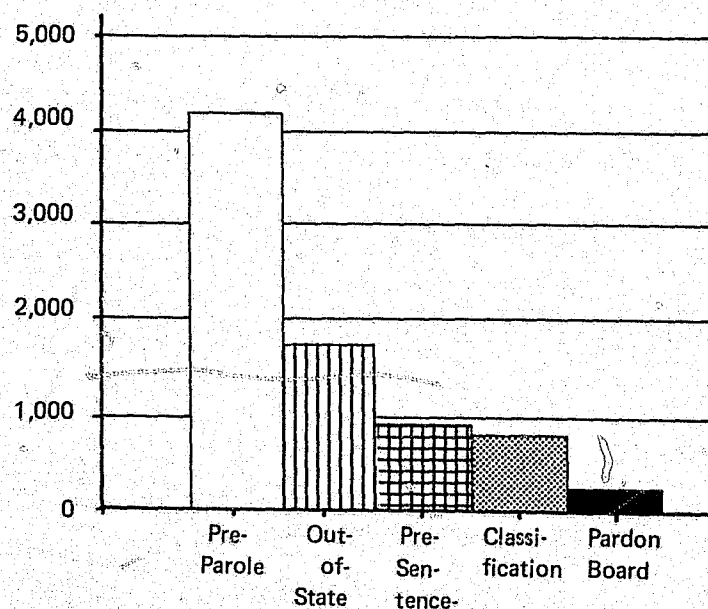
The changes in the number of parole agents and average caseload per agent are shown in the table above. The number of parole agents has been declining in recent years due to stringent budget conditions. The decline in total caseload, however, has not been substantial enough to effect the continued increase in average agent caseload. In addition, average caseload size does not take into account workload factors, such as investigative reports. When equivalent workload units are added to the caseload averages, the average caseload per agent was 68.3 in June, 1981.

4. Trends in Total Investigative Reporting



The graph above reveals the 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, pre-sentence reports, classification summaries, out-of-state reports, and reports for the Board of Pardons.

5. Breakdown of Types of Investigative Reports — July 1, 1980 to June 30, 1981



The graph above reveals the predominance of pre-parole investigations as compared to the other four types of investigations.

C. SUMMARY OF PROGRAM PERFORMANCE

Parole outcome and the employment status of clients are important measures of program effectiveness.

1. Parole Outcome for Clients Released in 1978 and 1979 After One Year Follow-Up

	1978		1979	
	No.	Percent	No.	Percent
Successful cases.....	2,253	77.7%	1,665	79.9%
Recommitted to Prison.....	472	16.3%	310	14.9%
Absconded Supervision.....	176	6.1%	110	5.3%
TOTALS	2,901	100.0%	2,085	100.0%

The success rate during this period has increased slightly. This increase may have resulted from various supervision techniques instituted to maintain high performance with minimal resources.

2. Client Employment Status Annual Comparisons

Employment Status	April, 1980		April, 1981	
	Number	Percent	Number	Percent
Total Able to Work.....	10,173	75.3%	9,672	72.3%
Full Time Employment.....	6,589	64.8%	5,893	60.9%
Part Time Employment.....	781	7.7%	839	8.7%
Unemployed.....	2,803	27.6%	2,940	30.4%
Total Unable to Work.....	3,335	24.7%	3,698	27.7%
Total Reporting	13,508	100.0%	13,370	100.0%

Unemployment among probationers and parolees who were able to work, increased statewide from 27.6% in 1980 to 30.4% in 1981, which is comparable to the general increase in unemployment in Pennsylvania. Highest unemployment among available offenders in the labor force was found in the Pittsburgh district, where 40% of those able to work were unemployed.



STATISTICAL DATA DETAILS

Statistical data details have been developed to provide more comprehensive information on agency operations and program performance. Tables were prepared to cover in depth the technical functions and processes of state probation and parole services. Questions concerning these tables, or additional information may be obtained from the Division of Research and Statistics, P.O. Box 1661, Harrisburg, PA 17120, (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 FY 1980-81 were 10,944 in comparison to 10,448 the previous fiscal year. In addition, there were 2,213 special probation/parole cases assigned by the courts and accepted by the Board for supervision. Included in the 2,213 cases were 96 Accelerated Rehabilitation Disposition (ARD) cases and Probation Without Verdict (PWV) cases. These cases are probation options available to the first time offender.

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 their minimum sentence and were released.
Parole Refused refers to those clients who were interviewed by the Board at the expiration of their minimum sentence and were denied release.
Reparole Granted refers to parole violators who were reviewed by the Board after serving additional time in prison for parole violation(s) and were released.
Reparole Refused refers to parole violators who were reviewed by the Board after serving additional time in prison for parole violation(s) and were denied release.
Special Commutation Cases refers to clients supervised by the Board and subsequently granted commutation by the Board of Pardons.
Final Discharges on SCIC Sentences refers to clients on indeterminate sentences to the State Correctional Institution at Camp Hill who were granted final discharge by the Board.
Reinstated or Continued on Parole refers to clients reinstated or continued on parole which had been detained by a Board warrant before the disposition of the technical or criminal charges.
Declared Absconders refers to clients whose whereabouts are unknown and warrants were issued for their arrest. It also pertains to clients who have nearly completed their maximum sentence having criminal charges pending, in order to provide administrative control to delay release from the sentence until final disposition of charges for further Board action.

Case Closed refers to clients for whom the Board took action to close interest because of a new arrest or conviction near the client's maximum expiration date, or because of a delinquency status in excess of one year past the client's maximum expiration date when there is no evidence of criminal activity.
Board Action to Return from Parole refers to clients who were under unconvicted technical or criminal violation status in another state and were returned from parole by Board action.
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.
Continued or Withdrawn Cases refers to clients continued or withdrawn because parole plans were lacking or additional information was necessary before the client could be released on parole.
Miscellaneous Cases refers to Board actions taken on cases for miscellaneous reasons, such as, "reaffirm a previous Board action", "no change in status", "establish a review date", and "detain pending criminal charges".

**TABLE 1
CASE DECISIONS BY TYPE OF BOARD ACTION 1980-81**

Types of Case Decision	1980	1980	1981	1981	Total For FY 1980-81
	Third Quarter	Fourth Quarter	First Quarter	Second Quarter	
Paroles Granted	757	741	686	780	2,964
Paroles Refused	203	172	243	215	833
Reparoles Granted	158	150	153	184	645
Reparoles Refused	18	10	...	22	50
Special Commutation Cases	13	11	12	16	52
Final Discharges on SCIC Sentences	2	1	...	3	6
Reinstated or Continued on Parole	240	208	204	192	844
Declared Absconders	164	151	167	143	625
Case Closed:					
New Offense	7	20	14	15	56
Delinquency Cancelled	59	13	10	11	93
Other, No Offense or Delinquency	19	17	15	16	67
Return to Prison from Parole	261	166	86	75	588
Subset Clients Detained in Other States	12	12	24
Recommit to Prison (TPV)	180	153	221	178	732
Recommit to Prison (CPV)	155	186	213	251	805
Continued or Withdrawn Cases	115	83	109	110	417
Miscellaneous Cases	462	403	637	665	2,167
QUARTERLY BOARD ACTION TOTALS	2,813	2,485	2,770	2,876	10,944
Special Probation/Parole Cases Assigned by Courts	548	533	538	594	2,213
Subset ARD	18	22	30	22	92
Subset PWV	2	2	...	4
TOTAL CASES ACTED UPON	3,361	3,018	3,308	3,470	13,157

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. Some hearings are a combination of technical and convicted violator proceedings. During FY 1980-81, there were 3,510 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 1980-81, there were 5,367 interviews. A majority (64%) were conducted by Board members and the remainder by hearing examiners.

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.
Full Board Hearing refers to the second level hearing for either technical or criminal violators who have not waived their right to judgment by a quorum of the Board. This right to judgment by the full Board was mandated by the Pennsylvania Supreme Courts' Rambeau decision.
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.
Initial Interview refers to young adult offenders with a general sentence, which lacks a minimum sentence date prior to the expiration of their maximum sentence. Such commitments carry a maximum sentence up to six years and are eligible for parole at any time.

**TABLE 2
TYPES OF HEARINGS AND INTERVIEWS CONDUCTED BY
BOARD MEMBERS AND HEARING EXAMINERS DURING
FISCAL YEAR 1980-81**

Hearings	Board Members	Hearing Examiners	Total	Percent
Preliminary	561	561	16%
Violation	863	863	25%
Preliminary/Detention	522	522	15%
Violation/Detention	48	48	1%
Detention	362	362	10%
Revocation	412	412	12%
Revocation/Violation	141	141	4%
Probable Cause Out-of-State	68	68	2%
Full Board	533	...	533	15%
TOTAL HEARINGS	533	2,977	3,510	100%
Interviews				
Parole	1,885	1,466	3,351	62%
Review	839	303	1,142	21%
Reparole	558	142	700	13%
Reparole Review	76	17	93	2%
Initial Interviews	81	...	81	2%
TOTAL INTERVIEWS	3,439	1,928	5,367	100%

Table 3 illustrates that the total number of interviews has declined by 7% during the last three years from 5,764 in FY 1978-79 to 5,367 in FY 1980-81. Violation hearings, on the other hand, have increased by 17% from 3,006 in FY 1978-79 to 3,510 in FY 1980-81.

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

Conducted By:	Parole Release Interviews				Violation Hearings			Total
	Parole	Reparole	Review	Total	First Level	Second Level	Full Board	
Board Members	1,966	558	915	3,439	533	533
Hearing Examiners ..	1,466	142	320	1,928	1,513	1,464	...	2,977
TOTAL 1980-81	3,432	700	1,235	5,367	1,513	1,464	533	3,510
Board Members	1,895	452	934	3,281	433	433
Hearing Examiners ..	1,591	148	415	2,154	1,513	1,427	...	2,940
TOTAL 1979-80	3,486	600	1,349	5,435	1,513	1,427	433	3,373
Board Members	1,988	503	784	3,275	436	436
Hearing Examiners ..	1,820*	212	457	2,489	1,185	1,385	...	2,570
TOTAL 1978-79	3,808	715	1,241	5,764	1,185	1,385	436	3,006

* This total includes ten unidentified cases.

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 75% of all parole interviews are held in state correctional institutions, with about 35% conducted in the Camp Hill and Graterford facilities.

**TABLE 4
PAROLE INTERVIEWS BY INTERVIEW SITE — 1980-81**

Interview Site	Parole		Review		Reparole		Reparole Review		Total Interviews	
	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Number	Percent
SCI Camp Hill	435	191	206	59	48	27	8	4	978	18.2
SCI Dallas	224	93	90	26	40	11	5	3	492	9.2
SCI Graterford	432	8	195	...	224	...	27	...	886	16.5
SCI Huntingdon	258	...	128	...	59	...	8	...	453	8.4
SCI Muncy	99	5	31	1	14	...	6	...	156	2.9
SCI Pittsburgh	181	19	81	5	106	8	8	1	409	7.6
SCI Rockview	337	...	108	...	67	...	14	...	526	9.8
SRCF Greensburg	12	...	2	14	0.3
SRCF Mercer	74	...	11	85	1.6
Philadelphia County Prison	42	...	8	...	4	54	1.0
Other County Prisons	583	...	115	...	82	...	7	787	14.7
Community Service Centers	204	...	23	227	4.2
District Offices	126	...	2	...	1	...	1	130	2.4
State Hospitals	30	...	35	...	1	66	1.2
Philadelphia House of Corrections	2	...	3	...	1	6	0.1
Treatment Facilities	28	...	4	...	2	...	1	35	0.7
Philadelphia Detention Center	49	...	9	...	5	63	1.2
TOTAL	1,966	1,466	839	303	658	142	76	17	5,367	100.0

Table 5 details the county in which 2,977 hearings were held by hearing examiners in FY 1980-81, and are cross-tabulated by the type of hearing conducted. Full Board hearings are conducted in state correctional institutions.

**TABLE 5
HEARINGS HELD BY HEARING EXAMINERS — 1980-81**

County	Preliminary	Preliminary/ Detention	Violation	Violation/ Detention	Detention	Revocation	Revocation Violation	Probable Cause Out-of-State	Total
Adams	1	1
Allegheny	70	37	48	8	47	38	15	6	269
Armstrong	2	2
Beaver	...	2	2	...	3	6	...	1	14
Bradford	1	...	1	...	1	3	...	1	7
Berks	19	28	49	...	16	13	1	1	127
Blairstown	7	3	6	...	7	2	2	1	28
Bradford	1	...	1	1	3
Bucks	11	22	23	...	12	12	1	2	83
Butler	...	2	9	1	3	4	19
Cambria	7	3	10	...	3	7	2	...	32
Cameron	1	1
Carbon	2	2
Centre	6	1	10	1	1	9	1	5	34
Chester	6	12	7	3	7	10	9	4	58
Clarion	2	...	1	...	1	4
Clearfield	10	...	8	...	4	1	1	3	27
Clinton	1	...	2	...	2	4	9
Columbia	1	...	8	...	1	10
Crawford	2	5	11	1	1	2	22
Cumberland	8	...	4	15	2	...	29
Dauphin	38	2	43	...	12	10	...	1	108
Delaware	11	35	28	1	16	17	5	4	117
Elk
Erie	23	17	31	2	6	10	3	4	96
Fayette	1	3	2	...	2	2	...	1	11
Forest
Franklin	6	...	11	1	1	3	...	2	24
Fulton
Greene	1	1
Huntingdon	3	1	5	5	14
Indiana	1	1	3
Jefferson	...	2	3	3	8
Juniata	2	...	1	3	3
Lackawanna	14	2	21	2	1	1	...	1	42
Lancaster	15	1	13	1	3	3	...	3	39
Lawrence	3	...	3	1	1	...	8
Lebanon	3	3	8	1	4	4	23
Lehigh	16	19	38	...	14	15	2	2	108
Luzerne	16	3	33	1	9	12	4	2	80
Lycoming	14	6	27	...	5	13	5	...	70
McKean	...	3	2	1	...	1	...	4	11
Mercer	7	6	7	3	2	25
Mifflin	4	...	2	...	1	1	8
Monroe	2	1	3	...	1	1	8
Montgomery	13	14	34	4	16	80	25	...	186
Montour	1	1
Northampton	8	6	24	...	8	10	1	...	57
Northumberland	4	...	8	1	4	4	21
Perry	1	1	2
Philadelphia	163	273	259	13	129	50	52	8	947
Pike	3	1	1	5
Potter	1	...	1	...	1	1	4
Schuylkill	3	3	5	1	5	6	23
Snyder	2	...	2	1	5
Somerset	9	...	8	4	2	...	25
Sullivan
Susquehanna	1	...	3	4
Tioga	...	1	3	1	...	1	6
Union	1	...	1	2
Venango	6	1	1	...	3	11
Warren	2	1	8	3	...	3	17
Washington	3	2	2	3	10
Wayne	1	1	...	2
Westmoreland	4	2	1	1	2	5	1	...	18
Wyoming	3	...	2	1	6
York	6	1	13	1	7	13	2	...	43
TOTAL	561	522	863	48	362	412	141	68	2,977

Table 6 demonstrates that there were 4,492 inmates considered for parole in FY 1980-81. The majority (69%) of the inmates who were considered, were from state correctional institutions.

**TABLE 6
INMATES CONSIDERED FOR PAROLE AND REPAROLE
BY STATE CORRECTIONAL INSTITUTION FOR
FISCAL YEAR 1980-81**

Institution	Parole Considerations		Institution	Parole Considerations	
	Number	Percent		Number	Percent
State Correctional Institutions:			Greensburg Correctional Facility	17	0.4
Pittsburgh	358	8.0	Mercer Correctional Facility	88	2.0
Graterford	772	17.2	Philadelphia County Prison	125	2.8
Rockview	492	11.0	Other County Prisons	782	17.4
Huntingdon	397	8.8	Philadelphia CTC	107	2.4
Dallas	381	8.5	Other CTC's	236	5.3
Camp Hill	534	11.9	State Hospitals	53	1.2
Muncy	150	3.3	Total Inmates Considered	4,492	100.0

Table 7 indicates that 3,609 or 80% of the 4,492 inmates in FY 1980-81 were granted parole or reparole. The rate of release has remained relatively constant over the past five years.

**TABLE 7
TOTAL INMATES CONSIDERED FOR
PAROLE AND REPAROLE OVER SIX FISCAL YEARS**

Fiscal Year	Parole		Reparole		Percent of Total Granted
	Considered	Granted	Considered	Granted	
1975/1976	3,719	2,650	852	626	72%
1976/1977	3,990	3,099	942	751	78%
1977/1978	3,810	3,115	849	755	83%
1978/1979	3,633	2,834	703	585	79%
1979/1980	3,481	2,784	613	523	81%
1980/1981	3,797	2,964	695	645	80%

Table 8 shows the distribution of the 228 Pennsylvania cases paroled and reparable by major offense category and major race category during June, 1981. It is the assumption that the offense composition of inmates released to parole during the month of June, 1981 is representative of case additions for the entire fiscal year. This table reflects only the most serious offense. Inmates paroled to detainer sentences are not included in the totals. White is defined as Caucasian and English speaking, while non-white includes all other persons. Approximately 24% of the inmates paroled were serving sentences for robbery, showing a relatively equal distribution among the whites and non-whites.

**TABLE 8
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	4	1	12	...	17	7.5%
Assault including VUFA	12	1	9	2	24	10.5%
Robbery	21	3	24	6	54	23.7%
Burglary	22	4	13	3	42	18.4%
Drug Law Violation	4	4	6	1	15	6.6%
Theft, RSP	16	2	4	...	22	9.7%
Forgery & Fraud	3	1	2	...	6	2.6%
Sex Offenses	7	...	11	1	19	8.3%
Arson	2	1	3	1.3%
Other Type Offense	11	3	11	1	26	11.4%
TOTAL	102	20	92	14	228	100.0%

B. SUPERVISION POPULATION CHARACTERISTICS

This section will focus on demographics of the Board's caseload population. This population consists of Pennsylvania cases, special probation and parole cases, and other states' cases residing in Pennsylvania. Pennsylvania cases include parolees released to Board supervision. 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. Included in this section are case additions and deletions to the Pennsylvania caseload, and a breakdown of case additions by instant offense; distributions of other states' cases residing in Pennsylvania and Pennsylvania cases residing in other states; sex and racial category of the total caseload; and average caseload size based on the number of parole agents carrying a caseload.

Table 9 depicts Pennsylvania's processing of cases during FY 1980-81 in a balance sheet format. Throughout the year there were 4,445 case additions and 4,809 case deductions. There was a negative net flow of cases during this period.

**TABLE 9
PENNSYLVANIA CASELOAD PROCESSING DURING - 1980-81**

Clients Under Jurisdiction July 1, 1980		13,502
Case Additions During FY 1980-81:		
Released on Parole	2,549	
Released on Reparole	398	
Special Probation/Parole Cases	1,498	
TOTAL CASE ADDITIONS	4,445	
Case Deductions During FY 1980-81:		
Recommitted TPV	534	
Recommitted CPV	550	
Probation Revocations	223	
Final Discharges	3,348	
Death	137	
Miscellaneous Deductions	17	
TOTAL CASE DEDUCTIONS	4,809	
Clients Under Jurisdiction June 30, 1981		13,138

Table 10 displays a three-year trend of Pennsylvania caseload processing. The rate of additions as well as deductions slightly declined in the last year.

**TABLE 10
THREE-YEAR TREND IN CASELOAD PROCESSING**

	1978-79	1979-80	1980-81
Clients Under Jurisdiction at Beginning of FY.....	14,182	13,922	13,502
Additions:			
Parole/Reparole	2,920	3,042	2,947
Special Probation/Parole	1,696	1,682	1,498
TOTAL ADDITIONS	4,616	4,724	4,445
Deductions:			
Recommits/Revocations	1,103	1,091	1,307
Final Discharges/Death	3,767	4,016	3,485
Miscellaneous Deductions	6	37	17
TOTAL DEDUCTIONS	4,876	5,144	4,809
Clients Under Jurisdiction at End of FY.....	13,922	13,502	13,138

Table 11 provides a six-year time series in caseload size by legal type and geographic area. Although the Board caseload size increased during the period of June, 1976 to June, 1978, slight decreases have occurred since that time. Districts that have accounted for the decrease in the total caseload include Philadelphia, Williamsport, Allentown, and Butler. Pennsylvania parole cases have increased in number during the last six years within each district. Other states' cases have also increased for every district except Scranton. Special probation/parole populations have decreased in each district except Pittsburgh, Scranton, and Erie. This decline in special probation/parole cases has been a major factor in the overall decline in the Board's caseload in the past three years.

**TABLE 11
TRENDS IN CASELOAD BY LEGAL TYPE OVER SIX FISCAL YEARS**

District Office	Pennsylvania Parole Cases		Special Probation/Parole Cases		Other States' Cases		Total Caseload		
	No.	Index	No.	Index	No.	Index	No.	Index	
Philadelphia	1975-76	2,895	100	1,051	100	480	100	4,406	100
	1976-77	3,014	104	911	87	502	109	4,427	100
	1977-78	3,187	110	749	71	516	112	4,452	101
	1978-79	3,222	111	596	57	462	100	4,280	97
	1979-80	3,247	112	512	49	466	101	4,225	96
	1980-81	3,185	110	463	44	486	106	4,134	94
Pittsburgh	1975-76	1,002	100	1,139	100	193	100	2,334	100
	1976-77	1,153	115	1,287	113	198	103	2,638	113
	1977-78	1,262	126	1,670	147	220	114	3,152	135
	1978-79	1,288	129	1,616	142	245	127	3,149	135
	1979-80	1,256	125	1,485	131	231	120	2,972	127
	1980-81	1,256	125	1,319	116	251	130	2,826	121
Harrisburg	1975-76	724	100	182	100	158	100	1,044	100
	1976-77	819	113	209	129	174	110	1,202	115
	1977-78	897	124	217	134	186	118	1,300	125
	1978-79	898	124	186	115	217	137	1,301	125
	1979-80	893	123	173	107	224	142	1,290	124
	1980-81	912	126	154	95	246	156	1,312	126
Scranton	1975-76	269	100	199	100	63	100	531	100
	1976-77	319	119	257	129	75	119	651	123
	1977-78	342	127	284	133	85	135	691	130
	1978-79	338	126	264	133	94	149	696	131
	1979-80	324	120	260	131	57	90	641	121
	1980-81	336	125	204	103	59	94	599	113
Williamsport	1975-76	279	100	189	100	60	100	528	100
	1976-77	264	95	94	50	64	107	422	80
	1977-78	257	92	71	38	66	110	394	75
	1978-79	235	84	70	37	57	95	362	69
	1979-80	295	106	61	32	78	130	434	82
	1980-81	308	110	59	31	88	147	455	86
Erie	1975-76	313	100	348	100	70	100	731	100
	1976-77	327	104	311	89	71	101	709	97
	1977-78	378	121	334	96	63	90	775	106
	1978-79	379	121	322	93	62	89	763	104
	1979-80	393	126	384	110	74	106	851	116
	1980-81	449	143	387	111	79	113	915	125
Allentown	1975-76	946	100	371	100	233	100	1,550	100
	1976-77	1,042	110	385	104	265	114	1,692	109
	1977-78	1,121	119	370	100	319	137	1,810	117
	1978-79	1,078	114	325	88	252	108	1,655	107
	1979-80	1,048	111	292	79	242	104	1,582	102
	1980-81	1,027	110	247	67	245	105	1,529	99
Butler	1975-76	180	100	442	100	52	100	654	100
	1976-77	198	124	477	108	62	119	737	113
	1977-78	230	144	417	94	60	115	707	108
	1978-79	236	148	373	84	60	115	669	102
	1979-80	280	163	271	61	59	113	590	90
	1980-81	261	163	263	60	64	123	588	90
Altoona	1975-76	234	100	224	100	42	100	500	100
	1976-77	299	128	214	96	55	131	568	114
	1977-78	380	162	212	95	54	129	646	129
	1978-79	389	166	189	84	51	121	629	126
	1979-80	366	156	179	80	48	114	593	119
	1980-81	343	147	165	74	53	126	561	112
Chester	1975-76	298	100	296	100	190	100	784	100
	1976-77	353	118	262	89	209	110	824	105
	1977-78	363	122	250	84	210	111	823	105
	1978-79	440	148	227	77	265	139	932	119
	1979-80	411	139	245	83	215	113	871	111
	1980-81	409	137	243	82	211	111	863	110
Agency Total	1975-76	7,120	100	4,421	100	1,521	100	13,062	100
	1976-77	7,788	109	4,407	100	1,675	110	13,870	106
	1977-78	8,417	118	4,554	103	1,779	117	14,750	113
	1978-79	8,503	119	4,168	94	1,765	116	14,436	111
	1979-80	8,493	119	3,862	87	1,694	111	14,049	108
	1980-81	8,496	119	3,504	79	1,782	117	13,782	106

Table 12 gives a distribution of the total caseload within each district by the demographic characteristics of sex and race. As of June, 1981, 45% of the total caseload population was classified as non-white. Approximately 94% or 12,945 of the total 13,782 cases were male, and the remainder 6% or 837 cases were female.

**TABLE 12
TOTAL CASELOAD DISTRIBUTION BY OFFICE OF SUPERVISION,
SEX OF OFFENDER, AND MAJOR RACIAL CATEGORY EFFECTIVE JUNE, 1981**

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
Philadelphia	529	3,002	20	97	199	241	14	32	728	34	3,243	129	3,971	163	4,134
Chester	354	269	16	13	154	36	16	5	508	32	305	18	813	50	863
Allentown	891	304	63	26	181	34	28	2	1,072	91	338	28	1,410	119	1,529
Scranton	495	26	17	2	48	4	7	...	543	24	30	2	573	26	599
Williamsport	322	34	11	...	76	4	7	1	398	18	38	1	436	19	455
Altoona	429	43	36	...	49	1	3	...	478	39	44	...	522	39	561
Harrisburg	630	368	40	28	185	31	27	3	815	67	399	31	1,214	98	1,312
Pittsburgh	1,210	1,184	75	106	166	58	23	4	1,376	98	1,242	110	2,618	208	2,826
Erie	625	137	57	17	59	10	6	4	684	63	147	21	831	84	915
Butler	440	61	20	3	49	7	4	4	489	24	68	7	557	31	588
AGENCY TOTAL	5,925	5,428	355	292	1,166	426	135	55	7,091	490	5,854	347	12,945	837	13,782

Table 13 illustrates the number of parole agents and average caseload by district. As of June, 1981, there were 216 parole agents carrying an average caseload of 64 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 13
NUMBER OF AGENTS AND AVERAGE CASELOAD
BY DISTRICT OFFICE, EFFECTIVE JUNE 30, 1981**

Districts	Total Caseload End of Month	Number of Agents For Month	Average Caseload Per Agent
Philadelphia	4,134	70	59.1
Chester	863	12	71.9
Allentown	1,529	24	63.7
Scranton	599	10	59.9
Williamsport	455	7	65.0
Altoona	561	9	62.3
Harrisburg	1,312	18	72.9
Pittsburgh	2,826	41	68.9
Erie	915	13	70.4
Butler	588	12	49.0
AGENCY TOTAL	13,782	216	63.8

Table 14 demonstrates average monthly agent supervision contacts by type and district for FY 1980-81. Overall, there was an average of 11.7 office client contacts per month, 46.3 field client contacts per month, and 93.9 collateral contacts per month. Collateral contacts are made with people with whom the client has special contact, such as family, relatives, friends, and employers.

**TABLE 14
AVERAGE MONTHLY AGENT SUPERVISION CONTACTS BY TYPE AND DISTRICT**

District	Average Office Client Contacts Per Agent	Average Field Client Contacts Per Agent	Average Field Client Contacts Per Client	Average Collateral Contacts Per Agent
Philadelphia	17.5	37.4	.64	82.8
Pittsburgh	11.1	46.3	.64	84.9
Harrisburg	12.1	51.8	.70	84.5
Scranton	5.0	51.5	.80	115.9
Williamsport	20.7	41.9	.66	184.2
Erie	13.2	58.3	.88	128.7
Allentown	4.9	56.7	.86	164.3
Butler	3.4	49.3	.99	93.6
Altoona	4.7	63.5	.98	133.8
Chester	8.8	39.3	.55	70.7
AGENCY	11.7	46.3	.77	93.9

Table 15 shows the cooperative exchange of supervision between Pennsylvania and other states through the Interstate Compact. As of June, 1981, the Board accepted 1,782 cases from other states and exported 1,138 cases. The majority of out-of-state cases residing in Pennsylvania are from the states of New Jersey, Maryland, Florida and New York.

**TABLE 15
EXCHANGE OF SUPERVISION BETWEEN STATES — JUNE 1981**

State	Out-of-State Cases Residing in Pennsylvania	Pennsylvania Cases Residing in Other States	Net Flow Between Import and Export of Supervision Service	State	Out-of-State Cases Residing in Pennsylvania	Pennsylvania Cases Residing in Other States	Net Flow Between Import and Export of Supervision Service
Alabama	7	12	- 5	Nevada	7	4	+ 3
Alaska	1	2	- 1	New Hampshire	3	...	+ 3
Arizona	11	19	- 8	New Jersey	412	160	+252
Arkansas	5	...	+ 5	New Mexico	3	4	- 1
California	53	60	- 7	New York	168	93	+ 75
Colorado	10	12	- 2	North Carolina	67	33	+ 34
Connecticut	13	11	+ 2	North Dakota	2	2	...
Delaware	99	21	+ 78	Ohio	65	98	- 33
Florida	193	80	+113	Oklahoma	5	12	- 7
Georgia	46	20	+ 26	Oregon	10	5	+ 5
Hawaii	2	1	+ 1	Rhode Island	6	2	+ 4
Idaho	1	...	+ 1	South Carolina	34	20	+ 14
Illinois	15	16	- 1	South Dakota	...	1	- 1
Indiana	5	11	- 6	Tennessee	12	9	+ 3
Iowa	4	4	...	Texas	87	38	+ 49
Kansas	6	6	...	Utah	3	3	...
Kentucky	8	3	+ 5	Vermont	...	1	- 1
Louisiana	10	13	- 3	Virginia	61	51	+ 10
Maine	3	2	+ 1	Washington	11	7	+ 4
Maryland	234	78	+156	Washington, D.C.	12	14	- 2
Massachusetts	16	19	- 3	West Virginia	17	31	- 14
Michigan	14	19	- 5	Wisconsin	4	1	+ 3
Minnesota	3	5	- 2	Wyoming	1	2	- 1
Mississippi	5	4	+ 1	Federal	...	59	- 59
Missouri	7	3	+ 4	Other*	18	66	- 48
Montana	2	...	+ 2				
Nebraska	1	1	...	Total	1,782	1,138	+644

* "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 measured by average workload. This section on supervision activity and output introduces the other work functions performed by parole agents.

Table 16 shows that the total number of supervision reports completed for FY 1980-81 was 50,983. These supervision reports include: initial supervision reports, quarterly supervision reports, arrest reports, parole violation summaries, and miscellaneous reports.

**TABLE 16
TOTAL SUPERVISION REPORTS COMPLETED BY TYPE AND DISTRICT
FOR FISCAL YEAR 1980-81**

District	Initial Supervision	Quarterly Supervision	Arrest Report	Parole Violation Summaries	All Other Reports	Total
Philadelphia..	851	8,389	2,046	960	2,804	15,050
Pittsburgh...	822	4,875	1,558	710	1,901	9,866
Harrisburg...	420	2,441	577	329	984	4,751
Scranton....	256	1,452	354	163	682	2,907
Williamsport..	145	738	179	72	411	1,545
Erie.....	476	1,645	288	85	413	2,907
Allentown...	493	3,089	769	490	1,664	6,505
Butler.....	246	1,126	279	79	353	2,083
Altoona.....	196	1,073	263	114	389	2,035
Chester.....	245	1,649	393	194	853	3,334
TOTAL	4,150	26,477	6,706	3,196	10,454	50,983

Table 17 displays total investigations completed within each district. There are five types of investigations: pre-parole reports, pre-sentence reports, out-of-state reports, classification summaries and reports for the Board of Pardons. Out of the total 7,887 investigative reports completed, approximately 52% were pre-parole reports.

**TABLE 17
TOTAL INVESTIGATIONS COMPLETED BY TYPE AND DISTRICT
FOR FISCAL YEAR 1980-81**

District	Pre-Parole	Pre-Sentence	Out-of-State	Classification Summaries	Pardon Board	Total
Philadelphia..	1,227	2	368	37	54	1,688
Pittsburgh...	474	12	193	248	39	966
Harrisburg...	518	85	254	105	39	1,001
Scranton....	265	45	100	102	7	519
Williamsport..	182	99	76	40	5	402
Erie.....	229	249	90	20	13	601
Allentown...	703	29	388	109	41	1,270
Butler.....	136	257	82	67	9	551
Altoona.....	170	97	45	94	9	415
Chester.....	230	74	143	21	6	474
TOTAL	4,134	949	1,739	843	222	7,887

Table 18 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 1980-81. Terminations include final discharge due to completion of sentence, as well as revocations and deaths. A total of 4,809 state and county cases were terminated from Board supervision during FY 1980-81. Of this total, 4,747 clients served an average of 2.6 years under supervision. The remaining 62 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 adult male correctional institution was 3 years, as compared to 2.9 years for female offenders. Parolees released from county prisons were on parole supervision an average of 2 years before they were terminated.

**TABLE 18
LENGTH OF SUPERVISION FOR PAROLEES RELEASED FROM
STATE INSTITUTIONS OR COUNTY PRISONS AND
SPECIAL PROBATIONERS DURING FY 1980-81**

Length of Parole Supervision	Adult Male State Correctional Institution		Camp Hill		Moncy		County Prisons		County Jurisdictions		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
1 year or Less.....	289	16.3	58	18.5	21	22.3	242	26.2	414	25.2	1,024	21.6
Over 1 to 2 years...	452	25.6	79	25.2	16	17.0	328	35.5	436	26.5	1,311	27.6
Over 2 to 3 years...	365	20.6	87	27.7	21	22.3	190	20.5	338	20.5	1,001	21.1
Over 3 to 4 years...	261	14.8	45	14.3	19	20.2	83	9.0	169	10.3	577	12.2
Over 4 to 5 years...	132	7.5	28	8.9	6	6.4	49	5.3	170	10.3	385	8.1
Over 5 to 6 years...	84	4.7	7	2.2	2	2.2	17	1.8	66	4.0	176	3.7
Over 6 to 7 years...	58	3.3	5	1.6	3	3.2	7	0.7	14	0.9	87	1.8
Over 7 years.....	128	7.2	5	1.6	6	6.4	9	1.0	38	2.3	186	3.9
TOTAL.....	1,769	100.0	314	100.0	94	100.0	925	100.0	1,645	100.0	4,747	100.0
Mean	3.0		2.5		2.9		2.0		2.4		2.6	
Median	4.1		3.2		3.8		2.7		3.5		3.6	

Table 19 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 69% of the parole case closures and 73% of the probation case closures had terminated supervision within three years.

**TABLE 19
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.....	308	472	420	288	160	79	56	108	1,891	2.9	3.9
2) Discharged at Death.....	25	21	18	12	9	6	5	16	112	3.5	5.9
Total Successful Supervision....	333	493	438	300	169	85	61	124	2,003	3.0	4.0
Percent of Total Successful.....	17%	25%	22%	15%	8%	4%	3%	6%	100%		
Probation Case Closures											
1) Discharged at Max Date.....	323	381	302	143	161	63	14	36	1,423	2.5	3.6
2) Discharged at Death.....	6	4	4	4	4	22	2.3	3.5
Total Successful Supervision....	329	385	306	147	165	63	14	36	1,445	2.5	3.6
Percent of Total Successful.....	23%	27%	21%	10%	11%	4%	1%	2%	100%		
Parole Case Closures											
1) Discharged at Max Date.....	85	51	32	22	5	3	...	2	200	1.7	2.7
Percent of Unsuccessful.....	43%	26%	16%	11%	3%	2%	0%	1%	100%		
Total Closed Cases.....	414	436	338	169	170	66	14	38	1,645	2.4	3.5
Percent of Total.....	25%	27%	21%	10%	10%	4%	1%	2%	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 20 provides aggregate parole outcome for sample populations of release cohorts during five calendar years. The percentage of successful cases represent clients who adjusted to living in the community without criminal difficulty during the follow-up period. The aggregate data revealed that 79% of the release cohorts were successful on parole after one year of supervision. After two years of supervision, the success rate decreased to 72% and after three years of supervision, it declined to 69%.

Unsuccessful cases include absconders and prison commitments for both technical and criminal violations as well as those clients detained pending charges. An absconder is a person who fails to maintain contact with an agent and his whereabouts is unknown, and is classified as unsuccessful because the Conditions Governing Parole/Reparole have been violated. The absconder rate successively declines from the first year follow-up to the third year of follow-up. This decline in the absconder rate over time from 5% to 3% may be due to the apprehension and return of clients within the first two years of supervision.

Offenders returned to prison for committing new crimes are called convicted violators, in contrast with offenders returned to prison for violating their Conditions Governing Parole/Reparole, who are technical violators. Essentially, the technical violator is taken out of the community as a prevention measure when behavior indicates a need to protect the community from crime. Offenders with pending charges are not recommitted, but based on the high probability of criminal activity, they are classified with the unsuccessful cases. The rate of prison recommitment after one year of supervision was 16%, which increased to 24% after two years of supervision. After three years of supervision, it increased only slightly to 28%.

**TABLE 20
AGGREGATE PAROLE OUTCOME FOR RELEASE
COHORTS DURING LAST FIVE CALENDAR YEARS**

Parole Performance Outcome Group	Percentage in Outcome Group		
	1975-1979 One Year Follow-Up	1974-1978 Two Year Follow-Up	1973-1977 Three Year Follow-Up
A. Successful Cases..... (Includes Active and Discharged Cases)	79%	72%	69%
B. Unsuccessful Cases:			
1) Absconder.....	5%	4%	3%
2) Prison Reccommitment..... (Both Technical and Criminal Violators and those Pending Charges)	16%	24%	28%
C. Base Client Cohort Population	13,350	12,124	8,486

Table 21 displays parole outcome results after one year of supervision. Within the last five years, the first year supervision success rate increased from 78% in 1975 to 80% in 1979, while the recommitment rate decreased from 19% to 15% during the same time interval.

**TABLE 21
TREND IN PAROLE OUTCOME AFTER
ONE YEAR OF SUPERVISION**

Year	Successful Outcome	Absconder	Recommits
1975	78%	3%	19%
1976	79%	6%	15%
1977	81%	4%	16%
1978	78%	6%	16%
1979	80%	5%	15%

Table 22 provides a geographic distribution of parole outcome for the 1979 releases by district. The total cohort sample population accounts for approximately 68% of the total 3,094 paroles and reparoles released to supervision in 1979. The range in successful supervision outcome by district was high (94%) in the Butler district and low (70%) in the Scranton district. The absconder rate was greatest in the Pittsburgh district (10%) and there were no absconders noted in the Butler district. Reccommitment rates for convicted violators ranged from 6% to 2%. Reccommitment rates for technical violators ranged from a high of 20% in the Scranton district to 0% in the Butler district. The Scranton district's high technical recommitment rate reflects an aggressive approach to the use of the technical violation as a preemptive measure to protect the community from crime.

**TABLE 22
ONE YEAR FOLLOW-UP PAROLE OUTCOME BY
DISTRICT OFFICE FOR THE 1979 RELEASE COHORT**

District	Successful Outcome		Absconder		Detained Pending Charges		Recommits		Cohort Population	Percent of Total		
	CPV	TPV	CPV	TPV	CPV	TPV						
Philadelphia.....	497	81%	33	5%	34	6%	20	3%	29	5%	613	29%
Pittsburgh.....	184	75%	24	10%	14	6%	15	6%	8	3%	245	12%
Harrisburg.....	216	82%	11	4%	7	3%	16	5%	13	6%	263	13%
Scranton.....	61	70%	2	2%	2	2%	5	6%	17	20%	87	4%
Williamsport.....	59	77%	5	6%	2	3%	4	5%	7	9%	77	4%
Erie.....	92	84%	4	4%	1	1%	6	6%	6	5%	109	5%
Allentown.....	246	78%	15	4%	17	5%	12	4%	27	9%	317	15%
Butler.....	46	94%	...	0%	2	4%	1	2%	...	0%	49	2%
Altoona.....	81	80%	6	6%	5	5%	6	6%	3	3%	101	5%
Chester.....	83	76%	9	8%	7	6%	7	6%	3	3%	109	5%
Central Office.....	119	92%	4	3%	1	1%	4	3%	2	1%	130	6%
TOTAL.....	1,684	80%	113	5%	92	4%	96	5%	115	6%	2,100	100%

Table 23 provides an instant offense distribution of the 1979 release cohort's parole performance. The majority (44%) of cases within the 1979 one year follow-up group were on parole for robbery or burglary. Homicide cases had the highest proportion of success on parole after one year, with a 95% success rate. This was followed by arson, 91%, and drug law violations, 90%. Burglary, forgery and fraud had the highest proportion of supervision failures with only 72% successfully completing one year of supervision.

**TABLE 23
ONE YEAR FOLLOW-UP PAROLE OUTCOME BY
MAJOR OFFENSE CATEGORY FOR THE 1979 RELEASE COHORT**

Instant Offense Category	Successful Outcome		Absconder		Detained Pending Charges		Recommits		Cohort Population	Percent of Total		
	CPV	TPV	CPV	TPV	CPV	TPV						
Homicides.....	210	95%	1	0.5%	2	1%	3	1%	6	3%	222	11%
Assault including VUFA	158	81%	9	5%	8	4%	3	2%	16	8%	194	9%
Robbery.....	371	78%	33	7%	19	4%	30	6%	21	4%	474	23%
Burglary.....	323	72%	29	7%	34	8%	32	7%	29	6%	447	21%
Drug Law Violation....	150	90%	1	1%	3	2%	2	1%	10	6%	166	8%
Theft, RSP.....	164	76%	19	9%	10	5%	8	4%	14	6%	215	10%
Forgery, Fraud.....	31	72%	3	7%	...	0%	2	5%	7	16%	43	2%
Sex Offenses.....	123	87%	1	1%	8	6%	5	3%	4	3%	141	7%
Arson.....	21	91%	...	0%	...	0%	1	4%	1	4%	23	1%
Kidnapping.....	6	75%	...	0%	...	0%	2	25%	...	0%	8	0.4%
Other Type Offenses..	127	76%	17	10%	8	5%	8	5%	7	4%	167	8%
TOTAL.....	1,684	80%	113	5%	92	4%	96	5%	115	6%	2,100	100%

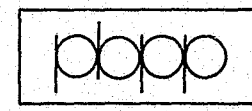
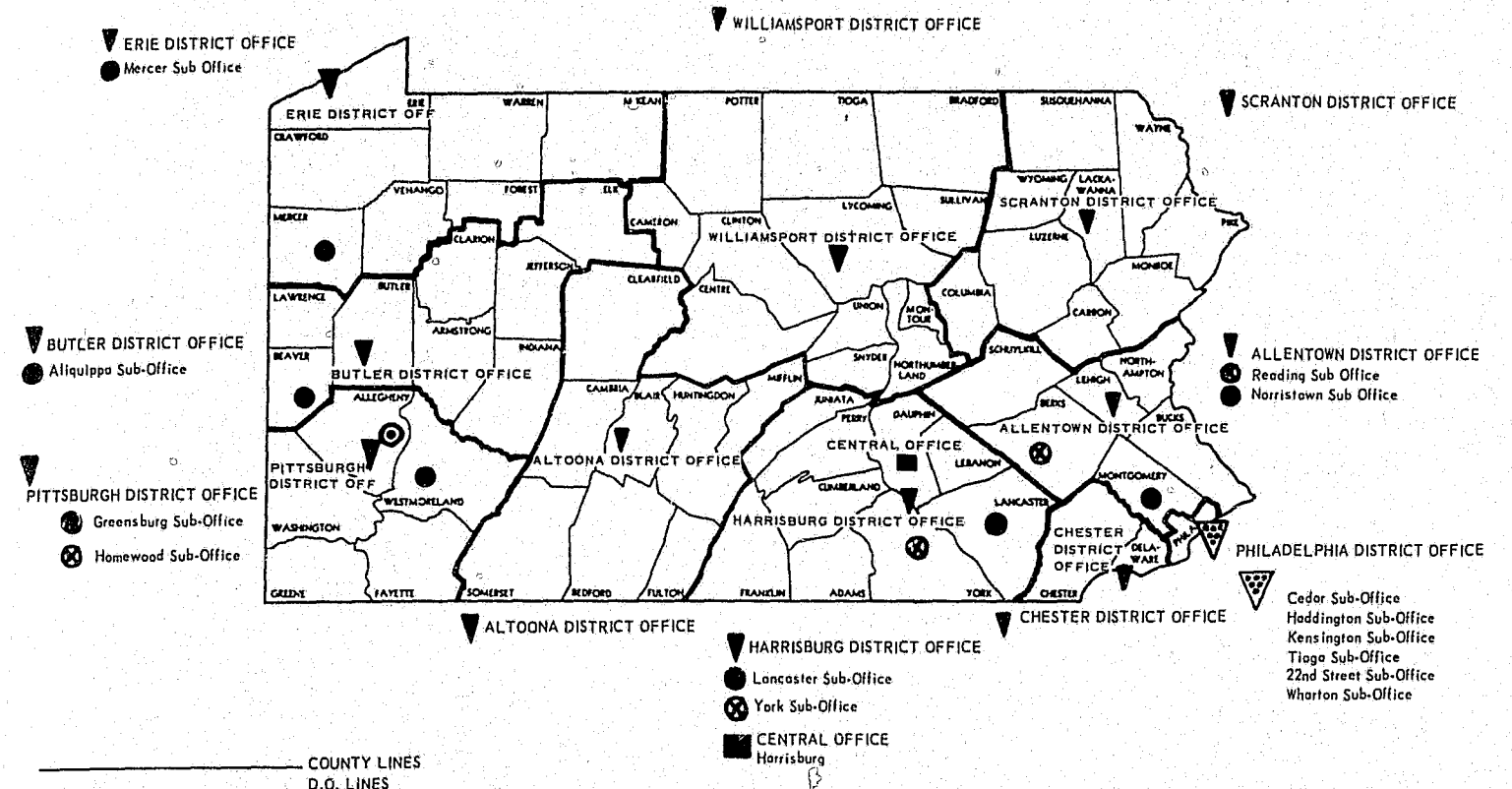
Clients are required to notify their parole agents of changes in employment status. Employment status is helpful to the supervising agent because gainful employment helps facilitate the offender's reintegration into the social and economic life of society. Employment makes an offender under supervision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

Table 24 illustrates client employment status, occupation, income and other financial support by district for 1981. The unemployment rate was 30.4% in 1981 according to an annual client based survey. Average weekly income for all clients gainfully employed was \$202. Approximately 15% of the clients were in service occupations, another 10% were in machine trades and 8% in professional, technical, or managerial occupations. Clients receiving other financial support shows 23% of the total client based population on Public Assistance.

**TABLE 24
CLIENT EMPLOYMENT STATUS, OCCUPATION, INCOME
AND PUBLIC ASSISTANCE BY DISTRICT FOR 1981**

	Philadelphia	Pittsburgh	Harrisburg	Scranton	Williams- port	Erie	Allentown	Butler	Altoona	Chester	Agency Totals
EMPLOYMENT STATUS											
Full Time Employment	1,498	1,020	686	325	194	421	841	243	247	418	5,893
% Full Time	53.3%	52.5%	70.2%	74.7%	58.8%	65.8%	77.9%	55.6%	60.5%	68.3%	60.9%
Part Time Employment	336	138	63	36	26	59	58	34	40	49	839
% Part Time	12.0%	7.1%	6.5%	8.3%	7.9%	9.2%	5.4%	7.8%	8.8%	8.0%	8.7%
Unemployed	977	785	228	74	110	160	180	160	121	145	2,940
% Unemployed	34.8%	40.4%	23.3%	17.0%	33.3%	25.0%	16.7%	36.6%	29.7%	23.7%	30.4%
Total Able to Work	2,811	1,943	977	435	330	640	1,079	437	408	612	9,672
Total Unable to Work	1,188	818	298	149	100	180	475	129	155	206	3,698
% of Total Reporting	29.7%	29.6%	23.4%	25.5%	23.3%	22.0%	30.6%	22.8%	27.5%	25.2%	27.7%
Total Reporting in District	3,999	2,761	1,275	584	430	820	1,554	566	563	818	13,370
OCCUPATION AND GROSS WEEKLY INCOME											
Professional, Technical & Managerial	151	113	64	20	16	34	61	22	16	40	537
Average Weekly Income	\$216	\$287	\$246	\$237	\$231	\$283	\$258	\$302	\$217	\$296	\$254
Clerical, Sales	178	89	58	14	12	17	69	18	14	41	510
Average Weekly Income	\$169	\$215	\$205	\$174	\$194	\$217	\$223	\$248	\$230	\$197	\$197
Services	311	202	104	47	23	66	115	29	38	62	997
Average Weekly Income	\$158	\$159	\$150	\$159	\$156	\$154	\$152	\$178	\$138	\$182	\$157
Agriculturals, etc.	26	17	25	13	19	17	26	7	22	32	204
Average Weekly Income	\$163	\$170	\$158	\$131	\$133	\$180	\$186	\$177	\$213	\$155	\$167
Processing	39	54	41	27	6	26	29	6	7	18	253
Average Weekly Income	\$187	\$321	\$204	\$179	\$258	\$294	\$230	\$268	\$202	\$200	\$238
Machine Trades	156	77	72	52	21	83	99	31	37	49	677
Average Weekly Income	\$188	\$243	\$231	\$182	\$189	\$240	\$209	\$226	\$166	\$191	\$209
Benchwork	89	38	41	17	11	25	46	4	6	33	310
Average Weekly Income	\$175	\$235	\$216	\$202	\$214	\$255	\$224	\$250	\$163	\$222	\$210
Structural	620	379	225	116	82	147	300	108	96	134	2,207
Average Weekly Income	\$188	\$232	\$195	\$186	\$185	\$220	\$200	\$231	\$174	\$199	\$202
Miscellaneous	249	171	115	54	28	64	145	48	47	56	977
Average Weekly Income	\$204	\$230	\$193	\$200	\$192	\$218	\$218	\$267	\$231	\$216	\$216
Occupation Not Given	11	11	3	1	0	1	8	3	1	2	41
Average Weekly Income	\$115	\$152	\$237	\$125	\$000	\$ 30	\$156	\$129	\$212	\$300	\$152
District Total	1,830	1,151	748	361	218	480	898	276	284	467	6,713
Average Weekly Income	\$184	\$226	\$198	\$185	\$186	\$223	\$205	\$237	\$186	\$203	\$202
PUBLIC ASSISTANCE											
Able to Work on Public Assistance	914	669	132	62	83	121	106	122	91	107	2,407
Unable to Work on Public Assistance	258	162	38	21	9	45	50	20	30	27	660
Public Assistance Subtotal	1,172	831	170	83	92	166	156	142	121	134	3,067
Percent on Public Assistance of Total	29.3%	30.1%	13.3%	14.2%	21.4%	20.2%	10.0%	25.1%	21.5%	16.4%	22.8%

PENNSYLVANIA'S PROBATION AND PAROLE SYSTEM



DIRECTORY OF EXECUTIVE/ADMINISTRATIVE STAFF AND OFFICES

EXECUTIVE OFFICES
3101 North Front Street
P.O. Box 1661
Harrisburg, Pennsylvania 17120
Telephone: (717)787-5699

Fred W. Jacobs, Chairman 787-5100 William L. Forbes, Board Member 783-8185
Verdell Dean, Esquire, Board Member 787-5059 John H. Jefferson, Board Member 787-1395
Walter G. Scheipe, Board Member 787-5445

Robert L. Johnson, Executive Director 787-7037 Hermann Tartler, Board Secretary and
John R. McCool, Director, Bureau of Administrative Director, Bureau of Pre-Parole Services 787-6698
Services 787-6697 Robert A. Greevy, Chief Counsel 787-8126
Gene E. Kramer, Director, Bureau of Probation LeDelle A. Ingram, Affirmative Action Officer 787-6897
Services 787-7461 Joseph M. Long, Executive Assistant 787-6208
John J. Burke, Director, Bureau of Supervision 787-6209

Note — Area Code 717 is applicable to all telephone numbers above.

DISTRICT OFFICES AND SUB-OFFICES

ALLENTOWN DISTRICT OFFICE

Ralph R. Corbin, Supervisor
2402 Sunshine Road
Allentown, PA 18103
Telephone: (215) 821-6537

Norristown Sub-Office

James N. Heil, Supervisor
1939 New Hope Street
Norristown, PA 19401
Telephone: (215) 631-2294

Reading Sub-Office

Earl E. Leas, Supervisor
Berks County Agricultural Building
2nd Floor, Route 1, County Road
Leesport, PA 19533
Telephone: (215) 378-4331

*Servicing Berks, Bucks, Lehigh, Montgomery,
Northampton, and Schuylkill Counties*

ALTOONA DISTRICT OFFICE

Daniel S. Roberts, Supervisor
Executive House, Room 2
615 Howard Avenue
Altoona, PA 16601
Telephone: (814) 946-7357

*Servicing Bedford, Blair, Cambria, Clearfield,
Fulton, Huntingdon, Mifflin, and Somerset
Counties*

BUTLER DISTRICT OFFICE

Clement C. Braszo, Supervisor
605 Union Bank Building
Box 822
101 South Main Street
Butler, PA 16001
Telephone: (412) 287-0724

Aliquippa Sub-Office

Jack L. Manuel, Supervisor
2020 Main Street
Aliquippa, PA 15001
Telephone: (412) 378-4415

*Servicing Armstrong, Beaver, Butler, Clarion, Elk,
Indiana, Jefferson, and Lawrence Counties*

CHESTER DISTRICT OFFICE

Michael P. Alterman, Supervisor
P.O. Box 761
Front & Pennell Streets
Chester, PA 19016
Telephone: (215) 447-3270

Servicing Chester and Delaware Counties

ERIE DISTRICT OFFICE

Robert C. Morrison, Supervisor
402 C. Daniel Baldwin Building
1001 State Street
Erie, PA 16501
Telephone: (814) 871-4201

Mercer Sub-Office

Murray R. Cohn, Supervisor
110 South Diamond Street
Mercer, PA 16137
Telephone: (412) 662-2380

*Servicing Crawford, Erie, Forest, McKean, Mercer,
Venango, and Warren Counties*

HARRISBURG DISTRICT OFFICE

Edward A. Rufus, Supervisor
101 S. 25th Street
No. 2 Kline Village
Harrisburg, PA 17104
Telephone: (717) 787-2563

Lancaster Sub-Office

Lester C. Nagle, Supervisor
Lancaster Federal Savings Building
2 North Queen Street, Suite 303
Lancaster, PA 17603
Telephone: (717) 299-7593

York Sub-Office

Homer A. Bohner, Supervisor
York State Office Building
130 North Duke Street
York, PA 17401
Telephone: (717) 771-4451

*Servicing Adams, Cumberland, Dauphin, Franklin,
Juniata, Lancaster, Lebanon, Perry, and York
Counties*

PHILADELPHIA DISTRICT OFFICE

Yvonne B. Haskins, Supervisor
State Office Building, 14th Floor
1400 Spring Garden Street
Philadelphia, PA 19130
Telephone: (215) 238-6850

Cedar Sub-Office

Madison P. Mullen, Supervisor
603 South 52nd Street
Philadelphia, PA 19143
Telephone: (215) 238-3581

Haddington Sub-Office

Naomi L. Heller, Supervisor
500 North 52nd Street
Philadelphia, PA 19131
Telephone: (215) 238-3590

Kensington Sub-Office

Daniel J. Goodwin, Supervisor
3308 Kensington Avenue
Philadelphia, PA 19134
Telephone: (215) 238-3572

Tioga Sub-Office

Joy A. Baker, Supervisor
3543 Germantown Avenue
Philadelphia, PA 19140
Telephone: (215) 238-3596

22nd Street Sub-Office

John F. Burke, Supervisor
1712 North 22nd Street
Philadelphia, PA 19121
Telephone: (215) 238-6530

Wharton Sub-Office

Leon Lawrence, Supervisor
1321 Wharton Street
Philadelphia, PA 19147
Telephone: (215) 238-7411

Servicing Philadelphia County

PITTSBURGH DISTRICT OFFICE

Louis J. Gorski, Supervisor
933 Penn Avenue, 2nd Floor
Pittsburgh, PA 15222
Telephone: (412) 565-5054

Greensburg Sub-Office

Donald R. Green, Supervisor
Bank and Trust Building
41 North Main Street
Greensburg, PA 15601
Telephone: (412) 832-5369

Homewood Sub-Office

David R. Flick, Supervisor
State Office Building, Room 803
300 Liberty Avenue
Pittsburgh, PA 15222
Telephone: (412) 565-2638

*Servicing Allegheny, Fayette, Greene,
Washington, and Westmoreland Counties*

SCRANTON DISTRICT OFFICE

Paul J. Farrell, Supervisor
State Office Building
100 Lackawanna Avenue
Scranton, PA 18503
Telephone: (717) 961-4326

*Servicing Columbia, Lackawanna, Luzerne,
Monroe, Pike, Susquehanna, Wayne, and
Wyoming Counties*

WILLIAMSPORT DISTRICT OFFICE

Clair C. Reeder, Supervisor
Williamsport Building
460 Market Street, Room 110
Williamsport, PA 17701
Telephone: (717) 327-3575

*Servicing Bradford, Cameron, Centre, Clinton,
Lycoming, Montour, Northumberland, Potter,
Snyder, Sullivan, Tioga, and Union Counties*



END