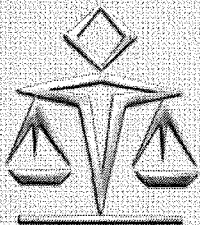


# DUTCHESS COUNTY OFFICE OF PROBATION AND COMMUNITY CORRECTIONS



**Marcus J. Molinaro**  
**County Executive**



**2017**  
**Annual**  
**Report**

**Mary Ellen Still**  
**Director of Probation**

**Thomas Morris**  
**Deputy Director**

# A MESSAGE FROM THE DIRECTOR

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*I am pleased to submit the 2017 Annual Report for the Dutchess County Office of Probation and Community Corrections.*

*During 2017, the department continued and enhanced many of the programs and services that have shown to be effective through research. The commitment to evidence-based practices has resulted in the use of actuarial assessments, cognitive-behavioral programming such as Moral Reconciliation Therapy (MRT) and the development of a new jail re-entry program known as RESTART (Re-Entry Stabilization Transition and Reintegration Track). RESTART is a collaborative initiative that is designed for the higher risk individual (risk to re-offend) in need of intensive services.*

*This year, the department engaged in exploring the wider use of Medication Assisted Treatment for heroin and opioid addiction in partnership with the Department of Behavioral and Community Health and community treatment agencies. The TCUDS-5 screening instrument was introduced to assist probation officers to quickly and accurately identify individuals in need of a full assessment and treatment plan.*

*In order to successfully initiate and maintain programs, staff must be properly trained and supported. To that end, the department provided training opportunities in a variety of topics*



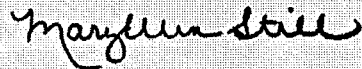
*including Motivational Interviewing, substance abuse and evidence-based practices among others.*

*The department began to plan for Raise the Age (of criminal responsibility) scheduled for implementation in October 2018. It is anticipated that there will be a need not only for additional staff, but for community-based programs as well to meet the needs of this youthful population. An inter-agency group has been formed to plan for this initiative.*

*Without the dedication and commitment of a creative and talented staff, the accomplishments listed herein could not have been achieved. They are the backbone of our successful community corrections programming.*

*The department is deeply grateful for the support of Dutchess County Executive Marcus Molinaro and the Dutchess County Legislature.*

*Sincerely,*

A handwritten signature in black ink that reads "Matthew Still". The signature is written in a cursive, flowing style.

*Director*

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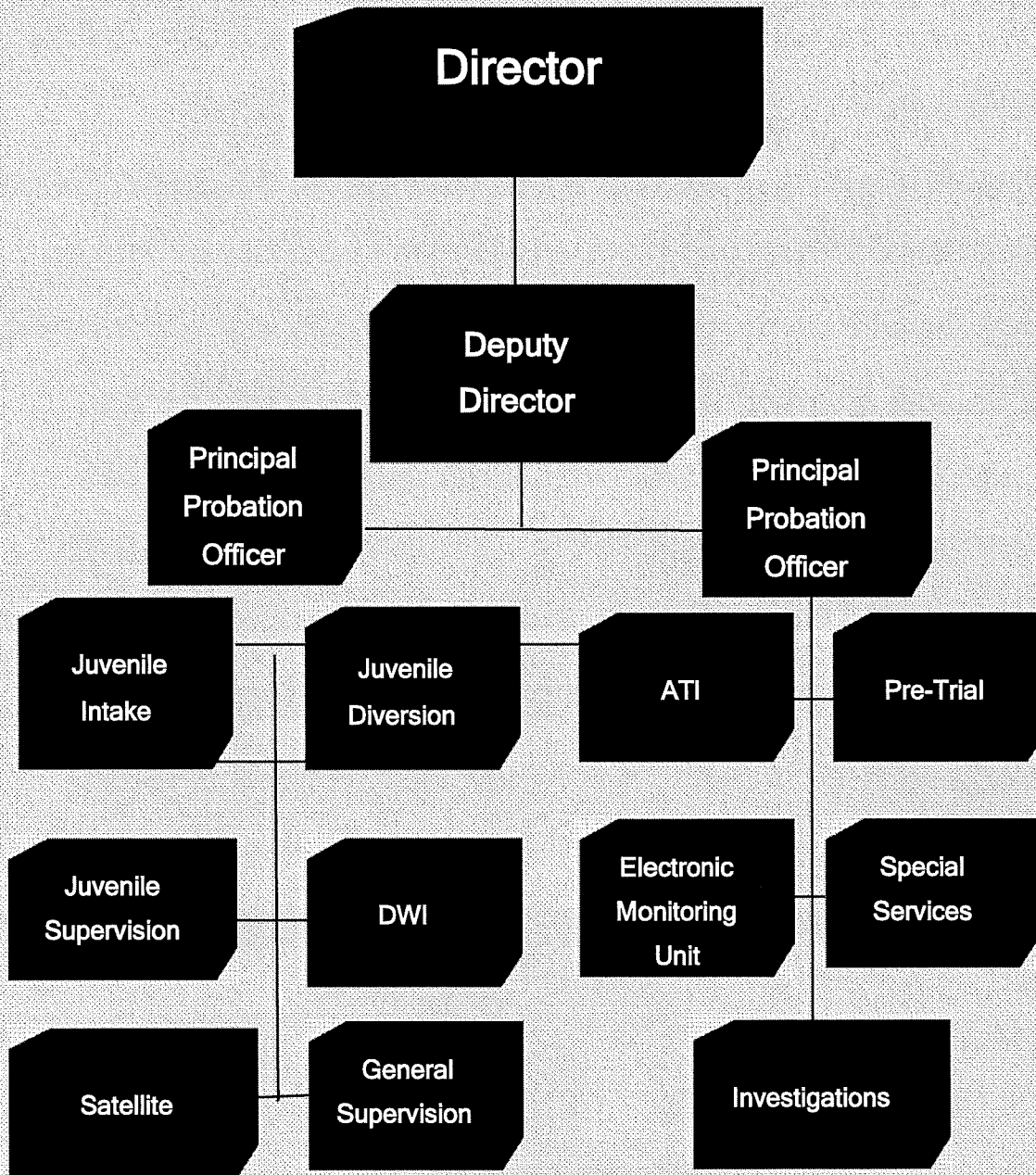
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# Office of Probation and Community Corrections

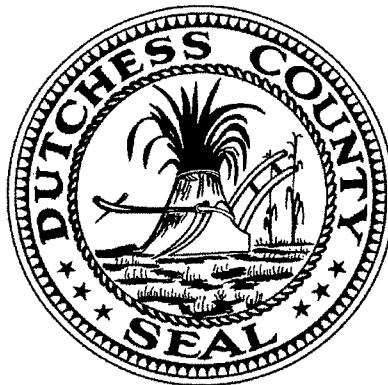


## MISSION STATEMENT

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*The Mission of the Dutchess County Office of Probation and Community Corrections is to protect the community through intervention in the lives of those under supervision by facilitating compliance with court orders and serving as a catalyst for positive change. We operate in collaboration with our criminal justice partners and the community. We provide services to courts, help strengthen families and give victims a voice in the justice system. We provide leadership and services in a cost effective community-based setting.*

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## **Dutchess County Office of Probation and Community Corrections**

### **Unit**

**Juvenile Diversion**

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**General Supervision**

**Driving While Intoxicated**

**Beacon**

**Pre-Sentence Investigations**

**Electronic Monitoring**

**Pretrial Services**

**Special Services**

### **Unit Administrators**

**Karen DeSimone**

**Chantal Sherwin**

**Paul Spagnoli**

**Elizabeth Bobela**

**Audra Schumacher**

**Daniel Bryant**

**Mark Jaggi**

**Jonathan Heller**

**Jeffrey Walraven**

## **Dutchess County Legislature Public Safety Committee**

Marge Horton, Chair

Donna Bolner, Vice Chair

John Thomes

Will Truitt

Craig P. Brendli

Rebecca Edwards

Randy Johnson

## **Family Court Intake/Diversion Unit**

Karen DeSimone, Unit Administrator  
Timothy Meester, Senior Probation Officer

The youth and families of Dutchess County continue to face the challenges of our times, often needing services, support and assistance. The Probation Diversion program allows youth to resolve their needs while diverting them from a more formal response in a courtroom. Youth who enter the juvenile justice system are often facing many challenging issues including: drug/alcohol abuse, mental illness, family problems, peer pressure, poverty and gangs. The youth of today also face challenges unlike any of generations past. Technology has advanced quickly and opened a world of new communications. But with this emerges issues never before known to the juvenile justice system such as cyber-bullying and internet-related crimes. As all these issues become increasingly complicated, we respond by using evidence-based practices to ensure the most appropriate programs are provided to the youth.

The Diversion Unit is staffed with a team of Probation professionals who exhibit dedication, caring, and commitment to the youth and families they serve. We are reminded every day that the youth of our community represent our strongest asset and our greatest hope for the future.

The Dutchess County Office of Probation's Juvenile Diversion Unit provides the following:

- **Intake Function**

- ❖ ***Family Court Intake*** assists the public by preparing various petitions necessary to access Family Court. The petitions prepared include petitions for spousal support, modification of child support, custody, visitation, paternity, guardianship and family offense petitions.
- ❖ ***Diversion Intake*** receives all PINS (Persons in Need of Supervision) complaints and Juvenile Delinquency Appearance tickets. In 2017, **246 PINS** complaints were filed and **65 JD appearance tickets** were issued in Dutchess County.



▪ **Persons In Need of Supervision (PINS) Diversion Services**

PINS complaints are most often filed by parents/guardians or schools based on incorrigible behavior, truancy, drug/alcohol use, and runaway incidents. All youth subject to a PINS complaint are offered participation in diversion services. The probation officers in this program work with the youth to complete an assessment and case plan which identifies needs that led to the PINS complaint. The probation officer refers the youth (and family) to various programs both within and outside of the agency to address the identified needs. Diversion services typically last for nine to 12 months; ideally closing when the youth has completed the goals of the case plan and demonstrates a positive behavioral change. If diversion does not successfully resolve the complaint and the behavior worsens, the matter may be referred to Family Court for further intervention.

The probation officers in this unit are committed to divert cases from the Family Court whenever possible; as it is a far better outcome to address the needs of a youth and their family on a voluntary basis using community services. In 2017, 72% of PINS cases were successfully diverted from Family Court.

- ❖ The **PINS Coordinator** receives and assigns all new PINS complaints and facilitates cases through the assessment process. The PINS Coordinator also communicates regularly with all school districts regarding utilization of the program and individual cases.

▪ **Juvenile Delinquent (JD) Diversion Services**

A Juvenile Delinquent is a person over seven and less than 16 years of age, who commits an act that would constitute a crime if committed by an adult. Police departments issue appearance tickets to potential juvenile delinquents alleged to have committed a crime which are returnable to Probation Intake. Following an intake interview, Juvenile Delinquency complaints are reviewed and considered for diversion services. Similar to PINS diversion services, participation in the JD diversion program is voluntary on behalf of the youth and family however, the victim of the youth's offense must also agree to divert the case and the youth must be willing to accept some responsibility for the offense they are accused of committing. The JD diversion program lasts for two to four months. Like the PINS program, the assigned probation officer works with the youth to create a case plan that addresses the identified needs of the youth which may also include the payment of restitution. Additionally, the youth is required to complete the JD Diversion Restorative Justice Program.

In 2017 70% of JD youth were successfully diverted from Family Court.

❖ **JD Diversion Restorative Justice Program**

Launched in 2009, the JD Diversion Restorative Justice Program integrates the traditional philosophy of Restorative Justice whereby the central focus is shifted to victim needs and offender responsibility for repairing the harm caused. As such, probation officers contact crime victims to offer support services and seek their input regarding the incident. In addition, all youth assigned to the JD Diversion program are required to **complete community service** hours and **attend an Empathy/Apology Letter Workshop**.

The following are some of the tools and services available at the Office of Probation and utilized to assist youth and families needing diversion services:

- ❖ **YASI** - The YASI is an evidence-based tool effective in determining risk and protective factors. The domains with the highest risk factors are targeted in the case management plan. Both PINS and JD diversion youth with a PRE-YASI low risk score are assigned to an administrative status and referred for brief service interventions as evidence shows keeping low risk cases in the juvenile justice system can actually increase the risk of recidivism.
- ❖ **MAYSI**- A mental health screening is conducted on all consenting PINS & JD diversion youth by use of a **MAYSI** questionnaire. The **MAYSI** (Massachusetts Youth Screening Instrument) identifies signs of mental health issues among youth between the ages of 12 – 17 years. Depending on the results, immediate referrals to an appropriate agency may be made or a further evaluation recommended.
- ❖ **The Collaborative Solutions Team** assists in mental health screens, consultations, interventions [including crisis], safety assessments, and substance abuse screening and assessment. They can be utilized as a team or individually at any stage from intake to case supervision. One of the team members is offering the Teen Intervene Program; a brief, evidence-based early intervention program designed to assist teenagers make healthier choices surrounding substance, alcohol, and drug use.
- ❖ **Functional Family Therapy (FFT)** is an evidence-based family counseling approach that has demonstrated effectiveness to a wide range of at-risk youth and their families. A team of professionals comprised of a probation officer, Astor clinical staff, and staff from the Dutchess County



Department of Behavioral and Community Health currently makes up the team providing this service to youth and their families involved with the Office of Probation. A single team member will provide the actual family sessions, but will also work closely with the assigned probation officer. The FFT counseling approach works to develop the unique strengths of each family, and to enhance the family's ability to make positive changes in the future on their own.

❖ **Juvenile Firesetter Intervention Response & Education**

**(JFIRE)** is a county wide multi-agency program providing assessment and education to children three to 17 years of age exhibiting fire setting behaviors. Currently, five probation officers, a senior probation officer, and a Unit Administrator from the department are trained as Intervention Specialists and are active participants in the program.



*Probation Officer Tom Sisson and Unit Administrator Karen DeSimone join Sgt. Shawn Castano(Sheriff's Office), Linda Fakhoury (Law Dept.) and Police Officer Dawn Anemelos representing the JFIRE program at the National Night Out on August 1, 2017 sponsored by the City of Poughkeepsie Police."*



The Unit Administrator of the Diversion Unit, Karen DeSimone has been serving as Chairperson of the Dutchess County Juvenile Justice Committee (a sub-committee of the Dutchess County Criminal Justice Council) since its inception and hosts the Juvenile Justice Committee meetings at the Office of Probation. In 2013, members of the Dutchess County Juvenile Justice Committee joined the newly formed Mid-Hudson Regional Youth Justice Team, a statewide reform initiative. In 2017, members of the Dutchess County Juvenile Justice Committee continued to attend and participate in all the Mid-Hudson Regional Team meetings around the region and hosted a meeting in Dutchess County in September 2017.

The Diversion Unit, like the other units in the department, is preparing for the changes that will become effective on October 1, 2018 when the "Raise the Age" legislation goes into effect. This change in law, when fully implemented, will change the age of criminal responsibility from age 16 to age 18.

## **Family Court Investigation and Supervision Unit**

2017 Annual Report

Chantal Sherwin, Unit Administrator  
Brianna Thatcher, Senior Probation Officer  
Diana Armstead, Senior Probation Officer

The Family Court Investigation and Supervision Unit provides probation services to youth and families involved with the Juvenile Justice System. These services include pre-dispositional investigations (PDIs) for Persons in Need of Supervision (PINS) and those charged as Juvenile Delinquents (JD). Not only does the unit provide probation supervision for youths adjudicated as Persons in Need of Supervision and Juvenile Delinquents, but also pre-dispositional supervision in the form of Continued Diversion Services for PINS and Released Under Supervision (RUS) for JDs, as they await adjudication and disposition. Community supervision is provided for supervised Adjourments in Contemplation of Dismissal on JD and PINS petitions and cases that transfer in from other states and counties.

### **Investigations**

One full time officer in the Family Court Unit prepares the investigations that are ordered by Dutchess County Family Court and used in the Juvenile Justice System. In 2017, the officers completed a total of 103 pre-dispositional investigations. The majority of reports produced by the Family Court Unit are for Juvenile Delinquency and Persons in Need of Supervision (PINS) matters, however, other jurisdictions have requested investigations regarding Family Court issues. The investigations are used by the Family Court, County Attorney's Office, Department of Community and Family Services, Office of Children and Family Services, therapists and supervising probation officers. The investigations are used to assist the Family Court in making informed decisions about the children and youth who appear before them. In addition, officers whose primary assignment is supervision of probationers are regularly called upon to prepare updated investigations and reports on probationers under their supervision.

The pre-dispositional investigation regarding Juvenile Delinquency and Persons in Need of Supervision (PINS) matters includes a description of the present offense, the respondent's statement, the victim or petitioner's statement as well as the arresting officer's input, if applicable. Additionally, the report includes information pertaining to the respondent's legal history and analysis thereof, social and family history, community and peer relationships, information about school, use of free time, alcohol/drug use, physical and mental health, home environment, evaluative analysis and recommendation. The Youth Assessment Screening Instrument (YASI), which is an evidence-based assessment tool, is completed during the pre-dispositional investigation and assists the officer in identifying the youth's risk and protective factors. The YASI



guides the recommendation for services that are appropriate to meet the underlying needs of the youth.

### **Predispositional Services and Programs**

In an effort to reduce the number of medium and lower risk youths being housed in detention prior to the disposition of their cases, we continue to expand and utilize a variety of pre-dispositional programs. In addition to having a court liaison present in Family Court on Tuesdays when most juvenile cases are heard, the Office of Probation and Community Corrections receives the daily census of all youth remanded to Non Secure Detention as well as Secure Detention. A probation officer reviews each case to determine if the youth can be released from detention and safely maintained in the community under the supervision or intervention of one of the pretrial programs. A risk assessment tool is utilized to assist in determining the youth's risk of not appearing in court and/or committing a new offense while the disposition of their case is pending. In October 2013, New York State approved the use of the Detention Risk Assessment Instrument (DRAI). All youth with pending JD matters must have a DRAI completed if the court is giving consideration to placing the respondent in detention. Our department completes the DRAI for all youth with pending JD matters. We continue to work toward the goal of providing rehabilitative services, while maintaining youth in their homes whenever feasible, keeping in mind the safety of both the youth and the public.

- ***Continued Diversion / Restore to Diversion*** – This program continues to expand and involves only PINS cases. When a petition is filed in Family Court due to refusal to participate in diversion or poor performance in the Diversion Services Program, the Judge may order a family to participate with Diversion Services until disposition of the case.
- ***Released Under Supervision (RUS)*** – Pre-dispositional supervision of JD cases based on specific conditions of pre-dispositional release outlined by the Family Court Judge.

*In 2017, the Family Court Supervision Unit supervised 54 pre-dispositional cases.*

- ***Curfew Monitoring Program*** – Probation staff conduct in-person and phone curfew checks several times a week between the hours of 5:00 p.m. and 10:00 p.m. to verify curfew compliance as well as provide support to families that might have high risk children. The court can mandate the youth to participate in this program or it can be a voluntary participation agreed upon by the family members. Both PINS and JD cases can be ordered to participate or volunteer for the Curfew Monitoring Program. Additionally, this year, youth returning from residential placement can also be placed on Curfew Monitoring as part of their aftercare plan with the Department of Children and Family Services. In 2017, 106 youth participated in the Curfew Monitoring Program.

- **Juvenile Electronic Monitoring (JEM)** –. *The pre-dispositional use of the Juvenile Electronic Monitoring (JEM) Program has remained a popular option ordered by the Family Court Judges in Dutchess County as an alternative to detention. This has given potential probationers the opportunity to demonstrate, while their case is pending, that they can safely remain in the community, thus preventing placement outside their home. The investigating officer takes into consideration the progress of those released to pre-dispositional JEM in their report to the court. A majority of pre-dispositional electronic monitoring juvenile cases have achieved successful completion. In 2017, the Probation Department received 55 predisposition Juvenile Electronic Monitoring Orders. When necessary, the Family Court Judges may consider JEM after adjudication and at disposition to divert a youth from placement, offering them an opportunity to remain in the community under our strictest level of supervision.*
- **Juvenile Risk Intervention Services Coordination (JRISC)** –*The Juvenile Intervention Services Coordination Program (JRISC) is grant funded and provides intensive services to prevent out of home placement of high risk youth as identified by the Youth Assessment and Screening Instrument (YASI). A probation officer, a case manager aide, and a therapist from Astor Services for Children and Families are all on-site at the Office of Probation and Community Corrections working collaboratively. The JRISC team maintains a caseload of fifteen families who participate in Functional Family Therapy (FFT); an evidence-based program which research has shown effectively reduces recidivism. All members of the team participate in FFT training to ensure a consistent message to the youth and families. The case manager aide provides support to the families, assisting in accessing community resources as well as engaging the youth in prosocial activities and completion of community service.*

### **Supervision**

The mission of the Family Court Unit, as it applies to supervision, is to prevent youth from becoming further involved in the juvenile justice system and to prevent their progress into the adult criminal justice system. In addition to assessing risk and protective factors, the officers monitor behavior at home, at school and in the community. Probation officers directly link youth with services within their communities to address needs and strengthen protective factors. Interventions are designed to address the identified areas of risk. A case plan is developed, tailor-made for that youth. Services and interventions may include community service, employment programs, parenting classes, school counseling, academic support services and treatment for substance abuse, mental health issues and sexual offending behaviors.

Caseload size varied with two probation officers assigned to intensive specialized caseloads which include those participating in JRISC and the juvenile sex offender caseload. Due to the intensity of services provided to those on specialized caseloads, the number of youths per officer is limited. The officers assigned to these caseloads work collaboratively with the treatment providers and courts to improve outcomes of the youth.

With the assistance of the JRISC case manager, youth on probation have participated in the Marathon Project, the Poughkeepsie Farm Project, community service at Hudson River Housing, Wellness/Fitness Program and “In Their Shoes” workshop sponsored by Grace Smith House.

A probation officer oversees various groups held in the office and co-facilitates groups to address risk factors and strengthen protective factors. Groups such as Moral Recognition Therapy (MRT), the Empathy Workshop and Healthy Relationships, which is a group sponsored by Grace Smith House, are offered.

A senior probation officer serves as a court liaison, and is present at all scheduled court dates; this senior officer also is responsible to manage transfer cases.

A senior probation officer assigned to the BOCES BETA site works with youth on both diversion and probation supervision.

Three probation officers have completed the first intervention training for the Juvenile Firesetter Intervention Response and Education (J-FIRE) training, which assists children ages 3 to 17, who exhibit fire setting behaviors. In 2017, they each received a case and worked collaboratively with a member from another agency to complete the assessment.

In 2017, the Family Court placed 102 youths on probation supervision, including 80 PINS cases, 17 JD cases and five ACD cases.

### **Quality Assurance**

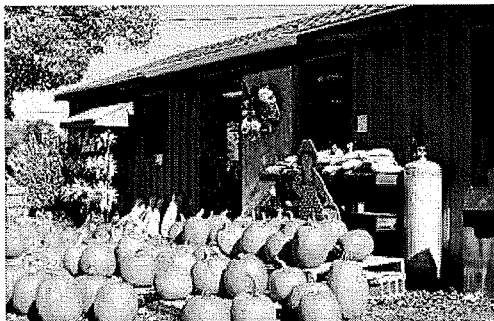
To promote consistency in the violation process, ensure adherence to evidence-based practices and consistent use of alternatives to detention, the Office of Probation continues to utilize the Juvenile Dispositional Review Committee (DRC). The committee is an in-house committee chaired by the Deputy Director and comprised of members from all levels of the department with different areas of expertise. All potential Violations of Probation must be reviewed by the DRC before filing. Also, any case that may result in an out of home placement or a detention recommendation is presented before the DRC. The Dispositional Review Committee gathers vital information that will assist in planning and quality assurance through analysis of performance and outcome measures.

On October 1, 2019, the first phase of the legislation, commonly referred to as “Raise the Age” will go into effect. This legislation will move the age of criminal responsibility from 16 to 18 years of age. The criminal and juvenile justice systems are preparing for

this change which will bring many more youth into the Office of Probation and the Family Court.

**Our goals for 2018 are:**

1. Continue Moral Recognition Therapy (MRT) groups for females and males
2. Include Restorative Justice Model in all Juvenile Delinquent cases
3. Implement Cognitive Behavioral Therapy and Dialectical Behavior Therapy
4. Implement Victim Empathy Advanced Program
5. Participate in Team Building Leadership programs at the Lucky Horse Ranch
6. Implement Career University (job readiness program)
8. Implement Grace Smith House- Bullying & Cyberbullying/Internet Safety
9. Implement "Raise the Age" programs



Pro-social activities including a trip to Hahn's Farm in Salt Point, NY gave youth the opportunity to have fun in the community while working on their social skills.

Youth were able to pick their own pumpkins for Halloween, interact with the animals on the farm and socialize with other children.



## General Supervision Unit

2017 Annual Report

Paul Spagnoli, Unit Administrator  
Tom Gabel, Senior Probation Officer  
Alisyn Gaffney, Senior Probation Officer

In 2017, the Poughkeepsie General Supervision Unit was established as a separate unit from the DWI Unit. This unit is comprised of five line officers, a case manager aide and two senior officers who are supervised by the Unit Administrator. One of the senior officers supervises a smaller caseload of more challenging probationers, allowing more time for assisting the other officers in the unit and completing any required specialized or administrative duties. In addition, the senior officer obtained certifications to facilitate both Moral Reconciliation Therapy (MRT) and Ready, Set, Work! groups at the department. Ready, Set, Work! is an evidence-based job readiness program developed by the National Institute of Corrections. The department also initiated a cognitive behavioral program to address the needs of probationers who have been arrested for driving on a revoked license, suspended license or with no license. It is a four week program that seeks to help probationers understand that the choices they make have a lasting impact on their lives and to develop new and better strategies.

The caseloads in this unit run the gamut from greatest risk to low risk offenders. Four officers supervise the bulk of male offenders, another officer, specially trained in women's issues, is assigned a predominately female caseload; allowing for gender-specific needs to be addressed.

Most of the female offenders are referred for services at the Women's Center, operated by Project MORE. Probation Officers work in conjunction with Project MORE staff to provide supportive services for female offenders at the Women's Reporting Center located in Poughkeepsie, New York. Day and evening cognitive behavioral groups (i.e. Moral Reconciliation Therapy), Anger Management Classes and employment training based upon the National Institute of Corrections' Ready, Set, Work! curriculum are available for all program participants. Additional services include on-site childcare, wellness activities (i.e. yoga and nutrition education), access to food and clothing, and transportation to and from the center.

The probation officer assigned to the Women's Center has a satellite office located at the program facility and is an intricate component of the programming. Having an office there allows her to meet with the participants, limiting the need for them to travel to the Probation office, which is often difficult, because of lack of transportation and child care needs. Probation's presence at the program is also an indicator to the participants of how important their participation is to their overall success on supervision.

As with the other units, the general supervision officers use periodic risk assessments and employ motivational interviewing skills to develop case plans with the probationers in order to effect change in their behavior. Supervision efforts by probation officers include group work, as well as supervision and monitoring within the community. Probation officers not only meet with probationers, but also maintain contact with police, employers, treatment providers, family members and others in the community to ensure that all possible efforts are utilized to keep the community safe and to ensure compliance with the supervision plan in order to reduce recidivism.

Trends within the General caseloads are an increase in both the seriously mentally ill population and the rise in the abuse of prescription medications and heroin. We have been working closely with other community agencies to more effectively deal with these populations, and continue to obtain training in effectively supervising these populations in the community. In addition, all the officers in the General Unit have been trained in the administration of Narcan (Naloxone).

Dutchess County is fortunate to have staff that is dedicated to helping change people's lives and improve the community, while keeping public safety a priority.

### **Dutchess County Community Transitions Center**

The Dutchess County Community Transition Center (CTC) is a day reporting program that operates in the City of Poughkeepsie and serves probationers throughout Dutchess County. Contracted with Project M.O.R.E., CTC provides multiple services to pretrial and sentenced adults under the supervision of the Office of Probation. Having a single location where a population of individuals is able to receive services intended to address multiple needs has been shown to increase program participation and completion, and subsequently decrease recidivism among this population.

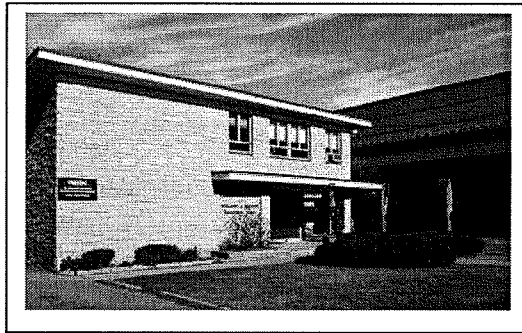
Young adults between 16 and 25 years of age account for the largest percentage of program participants, particularly those receiving multiple program services. These services include GED classes, cognitive skills training groups, life skills groups, anger management groups, employment readiness groups, parenting groups and substance abuse referral services. In addition, CTC has incorporated services for Spanish speaking individuals. Many individuals supervised by the Office of Probation are referred to CTC for a specific service (ie: GED classes), while a dedicated CTC caseload, supervised by a Senior Probation Officer, attend CTC on a daily basis and receive multiple services.

The commitment to participation in community service remains an integral part of the CTC program. Through participation in a variety of community service opportunities, offenders experience a practical and tangible investment in the community where they live, and become

more attached and involved in their community than they had previously been. Examples of these community service venues included Catherine Street Community Center, St. Paul's Lutheran Church Food Pantry, Habitat for Humanity, Mid-Hudson's Children Museum, Hidden Hollow Horse Farm, and The Family Partnership Center.

The CTC program serves as an essential Alternative to Incarceration resource, and also works in conjunction with jail-based services, such as the Re-Entry Supportive Transition and Reintegration Track (RESTART). This partnership provides a seamless flow of programmatic services both for individuals on probation and those moving from incarcerated status to community supervision.

Of cases closed in 2017, 80% were not revoked due to a violation of probation.



## **PRETRIAL SERVICES UNIT TRANSFER SERVICE BUREAU/ADULT INTAKE**

Jonathan Heller, Unit Administrator  
Kathy McQuade, Senior Probation Officer  
Thomas Jones, Senior Probation Officer  
Peggy Elmendorf, Senior Probation Officer

### **Pretrial Services Unit**

This unit is a specialized division within the department that has the primary responsibilities of pretrial release services, both interstate and intrastate probation transfer services and adult supervision Intake. In addition to the supervisor and the three senior officers, staffing includes seven probation officers and one case manager aide.

2017 marks the 44<sup>th</sup> year that Dutchess County has provided alternatives to bail through the pretrial intervention of the Office of Probation. While much has changed over the years, the program has always adapted to the changing needs and demands of the criminal justice system. The pretrial process has been wholly incorporated into daily criminal justice system procedures and is relied upon by the courts.

The presence of an effective pretrial release program provides a basis for alternative to incarceration programming, while offering the courts options other than bail. These programs facilitate release without financial conditions by identifying appropriate defendants for release on recognizance (ROR) or release under supervision (RUS). In general, ROR refers to the release of a defendant on his or her promise to appear in court. RUS refers to the release on a promise to appear at future court dates, in combination with other conditions, which are monitored by the pretrial service unit.

Dutchess County continues to house pretrial services within the Office of Probation as a discrete unit whose primary focus is to provide courts with release options based on risk (to appear in court) and to monitor individuals placed on one of the pretrial programs. Dutchess County continues to offer release services along a continuum as defendants are matched with an appropriate release option commensurate with their risk level. Defendants are recommended for the least restrictive option depending on their risk level.

Pretrial officers visit the jail on a daily basis to interview newly admitted defendants. Screening may also take place in the higher volume courts which are staffed by probation officers.

Following screening using an evidence-based instrument, a pretrial officer will make a recommendation to the court. Only a judge may sign a release order. For those not appropriate for ROR (least restrictive monitoring program), other more intensive options are considered. Such options may include Electronic Monitoring, Transitional Housing or other pretrial/ATI options (see chart of ATIs and Admissions/Average Daily Population).



## Pretrial in 2017

The major enhancement for 2017 has been the addition of an evidence-based drug screening instrument, the Texas Christian University Drug Screen-V (TCUDS).

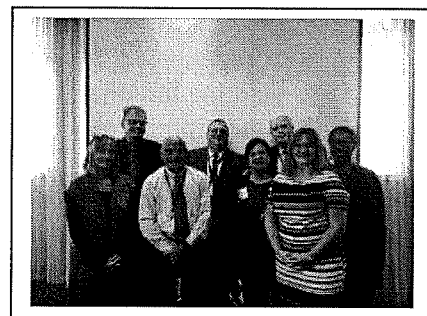
In an effort to identify substance use disorders as early in the criminal justice process as possible, the Office of Probation and Community Corrections has committed to incorporating a standardized, validated instrument as part of the pretrial screening process. Together with the Department of Behavioral and Community Health, a pilot project was implemented to adopt a screening instrument that would quickly and accurately identify individuals in need of further assessment for substance abuse. After a review of screening instruments that are validated for use with criminal justice populations, and with the assistance of Dr. Gary Christensen, consultant with the Criminal Justice Council and Kevin Warwick, consultant with the Special Populations Committee of the council, the Texas Christian University Screen (TCUDS-V) was selected. The TCUDS is available, free of charge, to criminal justice professionals throughout the world. The New York State Division of Criminal Justice Services (DCJS) provides the TCUDS on its suite of assessment instruments available to Probation Departments throughout the state. Dr. Gary Christensen developed a screening matrix to assist pretrial practitioners in determining both a criminal justice response as well as a level of treatment.

The introduction of the TCUDS inserted an evidence-based instrument into the screening process and reduced the time between screening and completion of an assessment for the courts. This enabled individuals to be placed in a treatment level appropriate to their needs more quickly. Ongoing quality assurance will monitor the TCUDS process on a regular basis and evaluate associated outcomes.

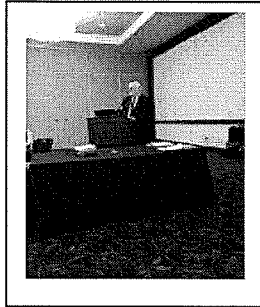
In October 2017, we were fortunate to be able to send seven of our pretrial staff to the New York Association of Pretrial Service Agencies semi-annual conference in Troy, NY. It was an excellent opportunity to further education in the latest pretrial practices and to network with a variety of pretrial professionals from throughout New York and the New England region as it was open to pretrial agencies from the whole Northeast.

## *NYAPSA*

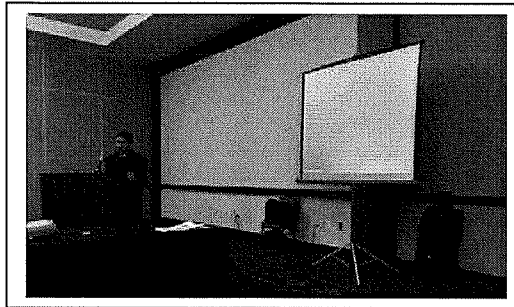
Many of our staff from the Pretrial Services Unit attended the New York State Association of Pretrial Service Agencies (NYAPSA) conference on October 29—30 in Troy, NY. Jon Heller is pictured here with fellow Board members from NYAPSA. Jon is the Vice-President for Diversion and served on a panel that highlighted the work being done in Dutchess County.



Martin Lynch, Director of Programs for Project M.O.R.E., Nicole Willoughby, Program Director at the Community Transition Center (CTC) and Senior Probation Officer Tom Jones presented a workshop on Public/Private Partnership in Dutchess County, NY.



Martin Lynch



Tom Jones

### ATI Chart

#### Average Daily Population

2017	JAIL	Parole	ITAP		THP		CTC	EM JD		EM		Women's Center	ROR to Probation	RUS	TOTAL ATI
			PRE	SENT	PRE	SENT		PRE	SENT	PRE	SENT				
January	395	35	27	20	33	5	123	11	0	89	18	30	270	17	643
February	409	34	30	22	31	7	122	6	1	61	15	27	255	27	604
March	407	34	32	20	30	6	121	6	1	66	12	28	276	31	629
April	418	44	35	23	32	6	107	8	0	60	13	32	274	21	611
May	439	45	36	20	28	7	104	8	0	51	15	28	273	29	599
June	450	44	35	20	27	8	110	5	0	58	18	28	274	44	627
July	467	50	31	18	21	8	119	7	0	57	17	32	281	50	641
August	464	50	40	18	29	9	118	6	0	72	16	32	257	39	636
September	442	56	43	16	27	10	98	7	0	72	15	30	286	44	648
October	442	55	37	7	28	6	85	4	1	56	11	28	309	38	610
November	426	56	41	6	28	8	78	2	2	63	6	30	286	36	586
December	410	50	45	10	28	10	82	2	1	68	6	30	277	26	585
monthly ave.	431	46	36	17	29	8	106	6	1	64	14	30	277	34	618

#### ADMISSIONS

	JAIL	Parole Admiss	ITAP		THP		CTC	EM JD		EM		Women's Center	ROR to Probation	RUS	TOTAL ATI
			PRE	SENT	PRE	SENT		PRE	SENT	PRE	SENT				
January	280	18	3	0	16	0	35	3	0	24	1	8	44	0	134
February	249	11	3	2	9	2	20	6	1	21	2	3	31	1	101
March	264	19	3	0	11	2	34	7	0	26	1	10	52	1	147
April	247	20	6	1	13	2	28	4	0	16	6	6	45	1	128
May	270	26	3	1	8	1	37	4	0	21	7	5	48	0	135
June	284	22	2	0	14	3	40	5	0	35	3	11	42	1	156
July	270	18	3	0	13	2	35	3	0	11	1	9	40	3	120
August	268	14	10	0	23	3	23	5	0	33	1	2	60	5	165
September	270	27	3	0	15	4	23	3	0	21	4	6	62	7	148
October	277	19	9	1	14	3	26	1	2	22	1	11	68	3	161
November	230	14	5	0	15	1	19	0	0	38	3	10	50	5	146
December	219	11	3	1	11	3	10	3	0	20	1	3	46	1	102
TOTAL	3128	219	53	6	162	26	330	44	3	288	31	84	588	28	1643

#### WAITING LISTS

	JAN	FEB	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
ITAP												
THP in Jail	6	8	4	5	2	2	0	3	7	14	8	10
THP-other	1	1	0	0	0	0	0	0	0	1	0	0
CTC	28	17	26	15	14	20	19	14	12	10	9	21

**Legend**  
 CTC: Community Transitions Center EM: Electronic Monitoring Program EM JD: Juvenile Electronic Monitoring Program  
 ITAP: Intensive Treatment Alternative Program RUS: Released Under Supervision PRE: Pretrial Cases  
 SENT: Sentenced Cases THP: Transitional Housing Program ROR: Released on Own Recognizance to Probation

# Hierarchy of Alternatives to Incarceration Options

## SENTENCED

Stabilization Center
RESTART
Community Residence
Electronic Monitoring
Intensive Treatment Alternative Program
Community Transitions Center
Women's Center
Specials: DWI Sex Offender Domestic Violence Victims Services
Regular Probation Supervision

## UNSENTENCED

Stabilization Center
RESTART
Community Residence
Electronic Monitoring
Intensive Treatment Alternative Program
Community Transitions Center
Women's Center
Interim Supervision
Drug/Diversion Court
Released Under Supervision (Special Conditions)
Released on Recognizance

## **Satellite Supervision Unit**

2017 Annual Report

**Audra Schumacher, Unit Administrator**

**Eve Rufino, Senior Probation Officer**

The Satellite Supervision Unit, based in the Beacon and Millbrook offices, covers the southern and eastern communities of Dutchess County. The Beacon office of the Satellite Supervision Unit has five full time probation officers, a senior probation officer, the probation supervisor and a case manager aide, along with a full time officer who conducts presentence investigations and another who is assigned to pretrial services. The Millbrook office has two full time probation officers stationed there. Both offices also have other probation staff who utilize the satellite offices as needed to meet with probationers, family, school personnel and community agencies. Individuals under probation supervision, undergoing presentence/predispositional investigations and those ordered to pretrial release (ROR/RUS) are served by the satellite supervision offices.

The Satellite Supervision Unit supervises offenders who fall into low, medium and high risk caseloads. The Satellite Unit includes officers with specialized caseloads as well as general supervision. The case manager aide monitors low risk and administrative cases, conducts drug testing, assists in transports and assists in monitoring pretrial cases. In addition to her duties as the STOP DWI officer, the senior probation officer of the Satellite Supervision Unit is the Interstate Designee and screens all Interstate transfer requests, ensuring they are appropriate for transfer to or from New York State, setting up initial supervision plans with accepted cases and managing the communication with New York State transfer authorities.

Transportation and access to services for individuals who reside in outlying communities and rural areas continues to be a challenge, but the department has been dedicated to reaching all probationers and is working toward consistently bringing evidence-based programming to the satellite offices.

A probation officer specially trained in Moral Reconciliation Therapy (MRT), which addresses criminal thinking and attitudes, continued to facilitate MRT groups in the Beacon office in 2017. Eighteen probationers participated in MRT groups in Beacon in 2017 and fifteen additional individuals started the MRT program in November 2017 which ran through February 2018.



The Satellite Supervision Unit has continued to see the effects of the rise in abuse of prescription medication and heroin. The probation officers attend trainings and work closely with other community agencies to more effectively deal with opiate addicted probationers. They have also been trained in the administration of Narcan (Naloxone).

Satellite Supervision officers continue to have additional increased home, community and collateral contacts with higher risk offenders. The focus has been on more positive home contacts (one in which the offender is home) which requires the probation officer to either make an announced home visit and/or be available during the time the probationer is home. Off hours visits continue to be conducted as often as possible.

The satellite office serves a large geographic area which presents many challenges. However, using technology and a variety of evidence-based services, interventions needed to reduce recidivism are offered to the population served by this unit.

## Electronic Monitoring/Warrant Unit

Mark Jaggi, Unit Administrator  
 Frank Haverkamp, Sr. Probation Officer

### Electronic Monitoring

Our department has been supervising adult offenders on Electronic Monitoring (EM) since 1989. This technology allows probation officers to continuously monitor defendants/probationers in their homes through the use of a small transmitter attached to the ankle and a receiver installed in the home that is attached to their land line telephone or a cell phone. Teams of probation officers working around the clock, seven days a week, supervise individuals on this program. Smart phones carried by probation officers receive alerts generated by house arrest equipment that enable officers to respond in the event that an individual on EM leaves his or her residence without authorization. Mobile EM receivers carried by officers in vehicles allow them to detect transmitters in the community, if the transmitter is in range (within approx 300 to 600 feet). In 2011 mobile data terminals (MDTs) were installed in two of the vehicles operated by EM Officers in order to provide additional information to field officers enabling them to use their time more efficiently. The results of the use of this equipment have been mixed due to the use of air cards and limited coverage within the county. For the upcoming year, field officers will be equipped with WiFi tablets which will give them real time information as well as additional reporting and information options regarding offenders.

In February 2006, our department began using EM technology to monitor juvenile offenders/respondents following an agreement with the County Attorney's Office and Dutchess County Family Court. Juveniles considered for EM can be either adjudicated or pre-dispositional, and are facing the possibility of placement in non-secure or secure detention. By providing these individuals with the enhanced supervision available through electronic technology, we are able to provide the Dutchess County Family Court with the options necessary to tailor their response to more appropriately fit the needs of juveniles and thereby reduce the incidence of unnecessary out of home placements.

The courts use this alternative to incarceration/detention option extensively because it allows individuals under intensive supervision to remain employed or in school, and therefore productive, while enabling probation officers to respond in the event of a violation of program rules.

During 2017, 366 new Electronic Monitoring cases were received from the courts, 47 of which were juveniles. The proceeding chart outlines the different cases received and outcomes for the year 2017.

<b>EM CASES RECEIVED 2017</b>	
Pre- Trial E.M. ( <i>Adult</i> )	288
E.M. Pre-Trial ( <i>Juvenile</i> )	44
Sentenced E.M. ( <i>Adult</i> )	31
E.M. Sentenced ( <i>Juvenile</i> )	3
<b>Total</b>	<b>366</b>

<b>EM CASES DISPOSED OF 2017</b>	
Satisfactorily Completed	321
Failure to Comply	84
Non-compliant ( <i>General</i> )	9
Re-Arrested by Probation Due to EM Rules Violation(s)	57
Absconded	11
Re-Arrested ( <i>New Crime</i> )	7
<b>Total</b>	<b>405</b>

The Electronic Monitoring program has had a significant impact on managing the jail population since its inception, and it has also been helping to reduce the number of juveniles placed in non-secure and secure detention. As an alternative to incarceration/placement, EM has played a significant role in reducing the number of days served by defendants/respondents in custody.

Changes in telecommunication infrastructure over the years has necessitated that the Office of Probation explore alternative technologies for house arrest equipment that do not rely on landline based telephone service. Specifically, the proliferation of households employing Voice Over Internet (VOIP) land line phones and households that no longer have landlines due to increased reliance on mobile phones has created challenges for the Dutchess County Electronically Monitored House Arrest Program. Therefore, in 2015 the Electronic Monitoring Unit staff began to implement the use of Cellular Electronic Monitoring Equipment that transfers offender data via cellular service. These new monitoring devices eliminate the need for land line service and the associated problems that arise from the inconsistency of different landline configurations and service carriers that are sometimes incompatible with traditional electronic monitoring land line equipment. For 2017 nearly 90% of all EM offenders were utilizing cell based monitoring devices at any given time. This is an increase from approximately 1/3 of offenders in 2016.

### Warrants

The Warrant Bureau is also a part of this unit. An experienced probation officer assigned to the Warrant Bureau oversees efforts to apprehend individuals for whom judges have signed Violation of Probation warrants or, in some cases, bench and arrest warrants. This officer works closely with local and state law enforcement agencies to enhance execution of these various warrants. During 2017, 143 Violation of Probation warrants were issued by various courts in Dutchess County and investigated by our department's Warrant Bureau. Also during 2017, 137 Violation of Probation warrants were disposed of by this department directly or with the assistance of police agencies within New York or adjoining states. Swift action on warrants helps hold these offenders accountable and contributes to community safety.

Additionally, Dutchess County Probation Warrant Services continues to extradite offenders outside of the county. In 2017, one wanted offender was extradited from outside New York State. This is down from three in 2016.

<b>VIOLATION OF PROBATION WARRANTS ISSUED 2017</b>	
Felony	42
Misdemeanor	101
<b>Total</b>	<b>143</b>

<b>WARRANTS DISPOSED OF – 2017</b>	
<i>Arrested / Executed By Probation</i>	76
<i>Extradited from outside of the County</i>	1
<i>Police/Jail TOT Probation</i>	18
<i>Surrendered to Court</i>	6
<i>Surrendered to Police</i>	9
<i>Surrendered to Probation</i>	8
<i>Vacated</i>	19
<b>Total</b>	<b>137</b>

In addition to efforts made by the warrant officer and other probation officers to apprehend probation violators, this department continues in crime reduction as a member of the NYS Division of Criminal Justice Services (DCJS) Integrated Municipal Police Anti-Crime Team (GIVE). The primary goal of GIVE is to reduce violent crime due to gun violence in designated counties through strategies developed by respective District Attorneys' Offices, local/state/federal police agencies as well as probation and parole partners.

As part of this strategy, and in conjunction with GIVE guidelines, this department has designated two probation officers as GIVE Field Intelligence Officers (FIO). Their duties include collecting information regarding local criminal activity and sharing it with other law enforcement agencies to further crime prevention. Frequently, this information is obtained from individuals on probation with the assistance of their supervising probation officers. The GIVE grant has also permitted the FIOs to receive specialized training in such areas as search warrants, gang identification and criminal intelligence. Probation Field Intelligence Officers also serve as a point of contact for other law enforcement agencies when requesting assistance from the Office of Probation in their efforts to solve crimes. In addition to G.I.V.E., Field Intelligence Officers from this department participate in monthly Field Intelligence Group (FIG) meetings with other law enforcement agencies within Dutchess County to share information on criminal activities and develop preventative strategies. The Probation Department has done a number of GIVE operations with City of Poughkeepsie Police during 2017. During these operations, probation officers and police officers target high risk offenders for weapon/gun violence. Random searches are conducted and intelligence is gathered on their associations and places they frequent when not home.

## Information Technology

Designated probation staff members are responsible for training, integration and management of computer based resources within the department. These staff members provide liaison services between the Probation Office and the Dutchess County Office of Computer Information Services (OCIS).

During 2017, the House Arrest program and DWI Units explored use of several enhanced supervision tools such as GPS and Remote Alcohol Monitoring for specific individuals. These efforts will continue in 2018 with the hope of offering even further enhancements to offender monitoring specifically tailored to meet the safety needs of the community while allowing more offenders to participate in the program.

Additionally, the Office of Probation and Community Corrections continually evaluates new technologies to determine their value in performing our mission of supervising various populations in a cost effective and efficient manner.

## Field & Tactics Training

The Unit Administrator of the EM/Warrant Service Bureau is also responsible for coordinating field and tactical training for the Department. This includes: firearms, cap-stun (pepper spray), impact weapons (baton) and defensive tactics. New officers are required to attend an initial course on all weapons systems and defensive tactics and simulation programs. Annual training is required to maintain proficiency and eligibility to carry these items in the field. While the department follows the training guidelines and standards as directed by NYS Department of Criminal Justice Services, our proficiency requirements are generally higher than those directed by the state.

The principal firearms instructor is the supervisor of the Electronic Monitoring/Warrant Service Bureau. There are four other firearms instructors within the department. Together, they are responsible for training all members of the Office of Probation.

The department is continuously evaluating and implementing new training techniques in order to promote better officer and community safety.

### Firearms Training

#### Probation Officer Trainees

Jessica Flanagan  
Robert Fontaine  
Kelly Milano  
Nicole Alger





## **Investigations Unit**

**Annual Report 2017**

**Dan Bryant – Unit Administrator**  
**Robert Dosiak – Senior Probation Officer**  
**Pat Trepepi- Senior Probation Officer**

The adult Investigations Unit is currently comprised of a supervisor, two senior probation officers, and five probation officers.

The primary function of the adult Investigations Unit of the Dutchess County Office of Probation and Community Corrections is the completion of pre-sentence and pre-plea Investigations for the Dutchess County Court, two city courts (Poughkeepsie and Beacon), the Dutchess County Integrated Domestic Violence Court, and 27 town and village courts.

A pre-sentence investigation is ordered by the court after a person is convicted of an offense, but prior to being sentenced. It is a report which details the offense committed; includes statements from the offender, arresting officer, and the victim; and provides a comprehensive analysis of the defendant's criminal history, family/associates, education/employment/military service, physical & mental health, and alcohol/substance abuse history. The report concludes with an evaluative analysis, and a recommendation to the court for sentencing. The pre-sentence investigation incorporates the use of a risk assessment instrument, the most common being the Correctional Offender Management Profiling for Alternative Sanctions (COMPAS). There are several other offense-specific risk assessment instruments that are also utilized. The investigating probation officer uses the risk assessment to help determine what services are needed.

The primary purpose of the pre-sentence report is to assist the court in determining the most appropriate sentence for the defendant. The reports are also used to create a case plan for persons sentenced to probation. When a defendant is sentenced to prison, the report assists in the classification of the offender and is utilized by the Board of Parole in determining appropriateness for release. Finally, the pre-sentence investigation report is utilized by substance abuse/mental health treatment providers in determining appropriate treatment plans.

Pre-plea investigations differ from presentence investigations in that the defendant has not yet been convicted of an offense. Pre-plea investigations are often requested by defense attorneys who want to get an idea of what type of sentence will be recommended before advising their client whether or not to plead guilty. Pre-plea investigations are commonly ordered when a

court intends to place a defendant on Interim Supervision, a mechanism which allows for a conviction to be stricken and reduced if the defendant successfully completes the term of supervision.

The adult Investigations Unit also processes applications for Certificate of Relief from Disabilities (CRD). When a person is convicted of a felony or misdemeanor offense, they lose certain privileges and are disqualified from certain fields of employment. In order to overcome the obstacle to employment or restore lost privileges, a CRD is necessary. The Investigations Unit will forward CRD applications for eligible offenders to the court where the conviction occurred, and will make recommendations to the court when requested as to the offender's suitability for a CRD.

#### Adult Investigations Cases Received by Year

	ACD	Other	PrePlea	PreSentence	Relief from Disab	Supplemental	Total
2009	0	1	65	1,286	67	0	1,419
2010	0	3	82	1,491	89	0	1,665
2011	0	1	76	1,369	50	0	1,496
2012	0	1	50	1,448	49	0	1,548
2013	0	0	67	1,420	67	0	1,554
2014	0	0	149	1,397	64	0	1,610
2015	1	5	213	1,145	67	0	1,431
2016	0	0	338	1,021	68	7	1,434
2017	0	0	340	1,155	69	15	1,579

## Special Services Unit

### Jeffrey Walraven – Unit Administrator

The Office of Probation and Community Corrections has for a number of years managed special populations of offenders in caseloads dedicated to specific offenses. Among these special populations are sexual offenders, domestic violence offenders, serious and persistent mentally ill, and DWI offenders. Supplemental to the COMPAS, evidence-based risk assessment instruments are utilized to identify criminogenic needs specific to these special populations. (ie: the STATIC 99 is used to assess risk for adult sexual offenders.) The specialized units feature smaller caseloads and specially trained officers, with the aim of reducing recidivism in high risk cases by providing more hands-on monitoring of rehabilitative efforts and treatment progress.

The Special Services Unit is responsible for supervising sentenced and interim probation cases that are distinguished by the nature of the offense and offender, and feature specialized offender caseloads including Domestic Violence, Sex Offenders, and those with Serious and Persistent Mental Illness (SPMI). Additionally, the Special Services Unit has a dedicated Probation Officer who exclusively writes Pre Sentence/Pre Plea Reports involving sexual offenses and domestic violence offenses.

#### ***Serious and Persistent Mental Illness Caseloads***

Two Probation Officers with specialized training supervise caseloads with justice involved individuals who also present with major mental health conditions. A licensed social worker from the Dutchess County Department of Behavioral and Community Health is assigned full time to the Office of Probation, working mainly with these SPMI probationers, coordinating services and providing brief counseling and crisis intervention. Often the symptoms of major mental illness play a significant role in contributing to the criminal behavior presented by these individuals. The partnership of probation supervision and clinical mental health services affords an opportunity for the offender to develop strategies to manage and stabilize the symptoms of their illness, and therefore reduce the risk of re-offense.

Appendix “A” contains information regarding the number of probationers supervised in these specialized caseloads as of December 31, 2017.

Appendix "A" also contains information regarding probationers served by the DCDBCH Mental Health Outreach Program clinician. It is anticipated that the efforts of the Mental Health Outreach Program, in conjunction with the Dutchess County Stabilization Center, will reduce incarceration rates within the mental health community.

### ***Domestic Violence Supervision***

***Scott McCloud – Senior Probation Officer (in memoriam)***

***Shannon Hulbert – Senior Probation Officer***

The Domestic Violence Supervision Unit is composed of three officers who have received specialized training in the dynamics and characteristics of interpersonal violence and best practice strategies to supervise this population. The caseloads are divided geographically into the northern, central, and southern areas of Dutchess County.

The central tenant of the Domestic Violence Unit is to ensure the safety of persons who have been victimized by these offenders through enforcement of specialized conditions of probation and court Orders of Protection, as well as maintaining contact with these protected persons. Additionally, offenders are required to attend Domestic Abuse Awareness Classes, Anger Management Classes, and other programming to address areas of criminogenic need that may have contributed to the commission of the criminal offense.

The Office of Probation is a member agency of the Dutchess County Domestic Abuse Response Team (DART) which exists in a number of police jurisdictions throughout the county. The Office of Probation also has representative participation in the Universal Response to Domestic Violence and High Risk Case Management Project through Family Services, Inc. The Senior Probation Officer is the Office of Probation representative in the Dutchess County Integrated Domestic Violence Court program.



Domestic Abuse Awareness Classes (DAAC) are the principle psychoeducational intervention required for men who commit domestic violence

offenses. Appendix "B" contrasts information regarding the total number of referrals to the Domestic Abuse Awareness Classes in 2016 with the number of individuals who completed the program and the number of individuals enrolled on December 31, 2017.

### ***Sex Offender Supervision***

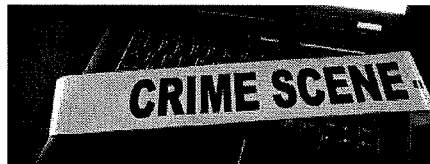
#### ***Melissa DiBernardo – Senior Probation Officer***

The Sex Offender Supervision Unit has continued to expand several established supervision initiatives during this year. These initiatives have had the objectives of ensuring that known victims of these offenses as well as other vulnerable populations remain safe in our community, and that offenders are held accountable not only for the offense for which they were convicted, but in demonstrative management and avoidance of high risk activities, reducing the likelihood of new or repeated sexual offending behavior.

- Supervision Officers continue to conduct pre-sentence home visits to offenders living in the community who are awaiting sentencing. This effort ensures that the offender is living at the reported address, in addition to providing information as to the appropriateness of the residence relative to proposed conditions of probation.
- A dedicated Probation Officer with specialized training and experience prepares Pre Plea and Pre Sentence Investigations involving sexual offenses for local and County Courts.
- The Office of Probation continues to revise conditions of probation for offenders convicted of sexual offenses, better clarifying the expectations of the offenders as well as providing evidence-based rationale for these revisions.
- Supervision Officers, with the assistance of Crime Victim Assistance Advocates, have increased their efforts to establish and maintain contact with victims of sexual offenders supervised by the Office of Probation. This contact is intended to ensure that victims and their families are receiving services and advocacy that they may need, as well as establishing a relationship between the victim and an individual who would be a resource for any future needs.
- Supervision Officers have continued their collaboration with local law enforcement in monitoring and verifying offender addresses and activities, improving on information sharing with these agencies and assuring offender adherence to conditions of probation.
- Supervision Officers continue to regularly verify addresses and other information required to be registered by those offenders on the New York State Sex Offender Registry.
- Supervision Officers continue to work closely with the Relapse Intervention for Sex Crimes (RISC) program at Family Services, Inc. This is the primary sex offender specific treatment program providing services

to probation sentenced offenders. Offenders who have successfully completed the standard course of treatment, and who remain on probation, often continue to attend treatment groups on a maintenance status. This continuation of treatment while concurrently being supervised by the Probation Department serves to reinforce the self-management skills developed during treatment, as well as to provide a forum for offenders to seek assistance with changing life circumstances.

The Sex Offender Supervision Unit continues to utilize evidence-based best practices in community supervision of sexual offenders. Of particular note are efforts to limit and eliminate potential victimization through technological means. Most offenders, because of the high risk nature and potential anonymity of the internet, are not permitted computer use. We have continued to monitor the permitted computer and internet usage of a select group of offenders through an offender paid monitoring program. This has shown success in assisting offenders to manage otherwise impulsive computer behavior, while allowing them to develop themselves occupationally and educationally.



Although all offenders placed on probation as a result of having committed sexually motivated offenses are supervised by trained officers in specialized caseloads, a subset of these offenses require registration with the New York State Sex Offender Registry, while others do not require registration. Appendix "C" contains a contrast of the total number of sex offense cases being supervised on December 31, 2017 and the number of those cases that are registered with the NYS Sex Offender Registry. It also contains information about probationers receiving sex offender specific treatment while under probation supervision in 2017.



## **DWI UNIT**

**2017 Annual Report**

**Elizabeth Bobela, Unit Administrator**  
**Elizabeth Zykoff, Senior Probation Officer**

The DWI Unit was formed in 2007 based on the specialized needs of DWI offenders and the danger posed to the community by their behavior. It is because of this behavior that the unit closely monitors these offenders through fieldwork, oversight of treatment participation and surveillance. The goal of these activities is to reduce recidivism.

The function of specialized DWI probation supervision is to ensure that DWI offenders are obtaining the necessary treatment to address their alcohol/substance dependency and to intensively monitor their behavior in the community. The DWI Unit focuses on "frontloading" special programs such as Cognitive Behavioral Therapy (CBT) and Moral Reconation Therapy (MRT) in an effort to not only hold offenders responsible for their actions, but to address thinking and decision-making to promote positive changes.

Probation Officers assigned to this unit are trained in addiction, relapse issues and recovery. These officers are dedicated to providing an environment which promotes positive, prosocial change in an offender's behavior, while holding them accountable for their actions and focusing on public safety. Probationers on these specialized caseloads are generally more intensively supervised through additional home and community contacts and collaboration with treatment providers and local law enforcement agencies. Many contacts and surveillance operations are made outside of the 9-5 work day, taking place in the evening and on weekends.

Included in this unit is the STOP-DWI Program, which is comprised of three (3) officers with smaller caseloads, who supervise high-risk offenders. These individuals generally have multiple DWI convictions, many prior contacts with the criminal justice system, been involved in a DWI related crash or committed a DWI with a passenger who is fifteen years of age or less in the motor vehicle at the time of the offense. The STOP-DWI officers routinely have more contact with the offenders on their caseloads due to their "high risk" designations.

The remaining five (5) officers in the unit supervise medium-risk and low-risk probationers. The DWI Unit also has an officer who is trained in women's issues and who supervises most of the female DWI offenders. A case manager aide, under the direct supervision of the Unit Administrator, manages the low risk caseload. This caseload is comprised of lower-risk offenders who have been supervised for a significant amount of time and have completed all or most court mandates as their term of probation draws to a close. The check-in program has allowed us to focus our resources on the higher risk offenders, a key component of evidence-based practices.

Supervision plans for the DWI offenders are developed in conjunction with the use of actuarial risk assessment tools and substance abuse evaluations. High risk/need areas are clearly outlined and strategies are developed to address these need areas. Officers use the principles of evidence-based practices in developing an appropriate case plan, using cognitive behavioral techniques and motivational interviewing when setting goals around need areas that the probationers are intrinsically motivated to change. The Unit Administrator is also using the risk assessment scores in conjunction with general compliance in determining supervision levels within the unit, as well as caseload assignment.

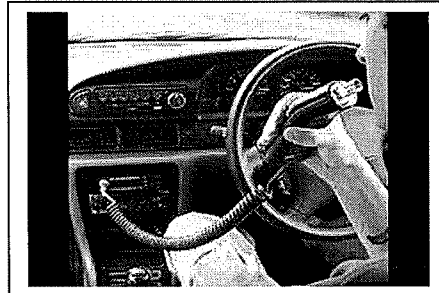
The department strives to use innovative approaches to effectively supervise these probationers. Some of the strategies we have employed include the gender specific (women's) caseload, continued use of Cognitive Behavioral Groups, the RESTART program and the computer based check-in program. The gender specific caseload allows us to address issues specific to women offenders, and works on building positive coping skills, as well as reinforcing positive leisure activities. All DWI offenders are required to attend the STOP DWI Cognitive Behavioral Therapy group that is held at the Probation office and which is facilitated by Dr. Elizabeth Quinn, and/or the Moral Reconciliation Therapy program which is offered at Probation, the Community Transitions Center and the Women's Center. The RESTART program employs evidence-based programming that addresses critical criminogenic areas of need.

Another tool the DWI Unit continued to use during 2017 was the ETG test. Also known as the 80 Hour Test, it is a full panel urine drug screen which includes a test for alcohol. This is a laboratory test following strict requirements of chain of custody. The DWI Unit also implemented the use of an 80 hour ETG test stick in an effort to reduce the costs associated with the ETG lab confirmation test. These alcohol tests are unique in that they do not depend on the presence of alcohol in the body, which the body quickly processes. Instead, it tests for a metabolite of alcohol that is processed out of the body much slower, i.e. up to 80 hours after alcohol was consumed. The 80 Hour test is being used as a tool to enhance probation supervision and monitoring capabilities. It is not intended to replace Alco-sensor testing and conventional drug screening. The use of these tests is to facilitate compliance and results are also used when making decisions regarding violation of probation dispositions, early release from supervision and re-licensing.

During 2017, the DWI Unit continued to feel the effects of the implementation of Leandra's Law as the number of installed ignition interlock devices has increased substantially over the last five years. The monitoring of offenders sentenced under Leandra's Law requires regular inquiries with the Department of Motor Vehicles to check the status of any vehicle that may be titled or registered to the offender. If an offender has a motor vehicle registered or titled in their name, they are required to have the Ignition Interlock Device (IID) installed in the vehicle within 10 days of

sentence, or surrender ownership. The Law requires probation officers to notify the sentencing court of failure to have the IID installed within the allotted time frame. The officers are required to make the notification within five days. Officers are required to investigate licensing and registration information at least every three months, but these investigations can also be conducted at any time if necessary.

Once an offender has the IID installed, the probation officers are required to monitor the reports generated by the Interlock company. Most devices require an individual to have the information downloaded monthly, however, advances in technology now allow for real time reporting. The devices also function with GPS, allowing for enhanced supervision of the offenders. Any violations of the IID will generate a report to the officers. If an offender fails to comply with a service visit and has not had the vehicle serviced promptly within three business days immediately following the missed service appointment, the court will be notified no later than the fifth business day.



It should be noted that most Violations of Probation are filed in order to access a higher level of care and do not result in revocation and incarceration. Probation Officers often must file violations in order to request a court order to use electronic monitoring, a higher level of care such as inpatient treatment or other interventions not included in the original Order and Conditions of Probation.

The unit's workload continues to be impacted by the initial and periodic DMV checks, as well as the monitoring of the information generated by the reports. There are four different Interlock companies contracted with NYS to provide services and each has different procedures for reporting information, and how the officers access the information. This has been somewhat challenging, but the dedication and commitment of the DWI officers to community safety has helped them to meet this challenge.

**STOP-DWI PROGRAM - NEW CASES RECEIVED**

	<i>AUO</i>	<i>DWI</i>	Total
2017	1	30	31

	<i>Felony</i>	<i>Misdemeanor</i>	Total
2017	3	28	31

	<i>Female</i>	<i>Male</i>	Total
2017	4	27	31

**TOTAL NEW DWI CASES RECEIVED THIS YEAR**

	<i>AUO</i>	<i>DWI</i>	<i>Reckless Drv</i>	<i>Veh Assault</i>	Total
2017	12	225	1	1	239

	<i>Felony</i>	<i>Infraction</i>	<i>Misdemeanor</i>	Total
2017	42	1	196	239

	<i>Female</i>	<i>Male</i>	Total
2017	70	169	239

**VIOLATIONS FILED ON DWI CASES**

	<i>AUO</i>	<i>DWI</i>	<i>Veh Assault</i>	<i>Total</i>
2017	9	92	1	102

**DWI UNIT SUPERVISION CASES SERVED**

2017

**DWI Related Cases Open at any time during 2017 by Offense**

	<i>Total</i>
<i>Agg Unlicensed Oper MV</i>	45
<i>Driving While Intoxicated</i>	639
	1
<i>Vehicular Assault 2nd</i>	6
<i>Reckless Driving</i>	6
<i>Total</i>	697

**DWI Related Cases Open at any time during 2017 - Felony vs. Misd.**

	<i>Felony</i>	<i>Infraction</i>	<i>Misdemeanor</i>	<i>Total</i>
<i>Total</i>	191	2	504	697

**DWI Related Cases Open at any time during 2017 by Gender**

	<i>Female</i>	<i>Male</i>	<i>Total</i>
<i>Total</i>	186	511	697

# Budget & Finance

**Marguerite Stein, Director of Budget & Finance**

**The Financial Unit is divided into two sections.**

**Section 1 is responsible for:**

- State claims for revenue reimbursement.
- The supervision of contracts with various agencies throughout the county.
- The accountability of all expenditures our department incurs during the year from various outside vendors and interdepartmental services.

**Section 2 is responsible for:**

- The collection of restitution and the distribution of money to pay victims.
- The collection of supervision fees and restitution charges that go directly into county revenue.



**RESTITUTION SURCHARGES AND SUPERVISION  
FEES COLLECTED IN 2017 FOR REVENUE**

**JANUARY - FEBRUARY – MARCH**

**SURCHARGE/RESTITUTION: \$181,298**

**ADULT SUPERVISION FEES: \$21,357**

**APRIL – MAY – JUNE**

**SURCHARGE/RESTITUTION: \$62,322**

**ADULT SUPERVISION FEES: \$23,717**

**JULY – AUGUST – SEPTEMBER**

**SURCHARGE/RESTITUTION: \$62,837**

**ADULT SUPERVISION FEES: \$19,703**

**OCTOBER – NOVEMBER – DECEMBER**

**SURCHARGE/RESTITUTION: \$81,937**

**ADULT SUPERVISION FEES: \$16,357**

**Restitution & Surcharge collected in 2017—\$388,394**

**Restitution distributed to victims in 2017 —\$413,337**

## Support Services

**Karen Kotchie, Support Services Supervisor**  
**Lori, Olheiser, Senior Program Assistant**

In 2017, the Dutchess County Office of Probation and Community Corrections was supported by a clerical staff of fourteen.

The Support Staff works with and assists every unit in the Probation Department. The Support Staff is responsible for processing payroll as well as collecting, processing and data entry of the majority of incoming information from the courts, other probation departments and the state. The unit maintains all closed records and processes all legal requests for those records.

The Support Staff scans a majority of the documents required by law to be kept permanently into the case record, eliminating the need to store these records indefinitely.

As each program continues to grow, the complexity of the work involved increases and our staff continues to embrace these changes and attend any and all trainings necessary to keep up-to-date with these programs.

Our three receptionists answer over 1,000 phone calls each week and greet everyone in a professional and courteous manner. Last year a total of 36,788 people were greeted by our reception staff, and an additional 4,822 people were signed in for Pretrial Release Services. Hundreds more visited the office for county and departmental meetings.

In 2017, 1,808 Domestic Incident Reports were received by our department; each one was researched by our support staff to determine if there was any involved party actively on probation at the time of the incident. If any were found, the appropriate supervising officer was informed. The reception staff also receives and enters all forensic evaluations and court mandated treatment information received from the Dept. of Behavioral and Community Health into the case record and notifies the officer of receipt of that information.

The support staff of the Dutchess County Office of Probation and Community Corrections works diligently to stay current with all the technological changes and to increase the efficiency of all clerical duties and the functioning of the entire agency. They work with each unit, each other, and every officer to meet the ever changing needs of the department. The support staff is truly the supporting foundation of the Dutchess County Office of Probation and Community Corrections.

# TRAINING/STAFF DEVELOPMENT

## 2017

Professional Staff are required to complete twenty-one hours of continuing probation education each year. Through continued training we aim to broaden and enhance the officer's professional skills, and update personnel on current trends and practices in the field of probation services. Training for probation officers must encompass a wide range of topics, including evidence-based practices, Motivational Interviewing, offender employment, effective case management, alcohol/substance abuse issues, mental health issues, Restorative Justice Practices and officer safety. Consequently, each year the average probation officer receives many more hours than the required 21. In 2017, 87 sworn staff completed approximately 4,960 training hours: an average of 57 hours per officer.

Newly hired probation officers must attend a three week training series held in Albany that includes Fundamentals of Probation Practice, Peace Officer and Officer Safety and Survival Training (OSST) within six months of hire.

The Staff Development Committee was created in 2012 to aid in meeting our training requirements in a cost effective manner. Each year the committee assesses and prioritizes the comprehensive training needs of the professional staff. This committee is comprised of probation officers who have received their Police General Topics Instructor Certification from the NYS Division of Criminal Justice Services/Municipal Police Training Council. The Staff Development officers are qualified to develop and facilitate training for probation staff, allowing for specific training needs to be addressed. Three additional officers were certified as General Topic Instructors this year. Currently, we have nineteen professional probation staff certified as General Topic instructors.

In 2017, Probation Staff Development continued to focus on the Fundamentals of Probation Supervision. The training goal for 2017 was to enhance staff skills in the use of evidence-based practices and tools; knowing this would assist in our mission of meeting offenders' needs, helping them make positive changes in their lives with the overall result of reducing recidivism.

Our 2017 training efforts began with a core group of staff developing a COMPAS Quality Assurance workshop. This workshop focused on the basic elements of administering the COMPAS Risk Assessment with probationers, to ensure that the fidelity of the tool is maintained consistently to provide the most accurate picture of risk and need and development of an appropriate case plan.

The probation professional staff was also fortunate to participate in a two-day Motivational Interviewing training, presented by David Varalli. Motivational Interviewing (MI) is a conversational approach designed to help people identify their readiness, willingness and ability to make positive change. MI attempts to increase a person's awareness of the potential problems caused, consequences experienced and risks faced as a result of their behavior. MI is a key component of developing the case supervision plan.

In addition to our focus on enhancing our skills in the use of risk assessments, MI and case planning, the probation staff attended a variety of other training programs, including Executive Leadership, Substance Abuse primer, Narcan responder, Intro to Human Trafficking, Community Employment, Working with the Young Impaired Driver and many more topics.

In addition to our use of staff development officers in meeting our training requirements, we also utilize webinars, consultants and other distance learning opportunities as well as traditional training programs.