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# Pennsylvania Board of Probation and Parole

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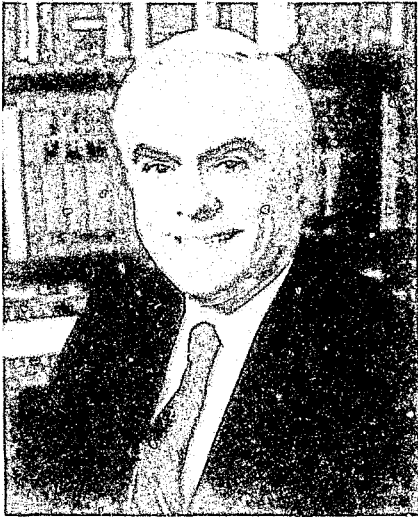
## 1987 Annual Report

111080

P. CASEY, Governor  
Commonwealth of Pennsylvania

FRED W. JACOBS, Chairman  
Board of Probation and Parole

# A Message From Governor Robert P. Casey



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

Dear Fellow Pennsylvanian:

Our complex criminal justice system has many components, but none is more important than the Pennsylvania Board of Probation and Parole -- the agency responsible for the release, rehabilitation and supervision of adult offenders who are serving their sentences while living in the community.

The Board of Probation and Parole helps the former offender reenter society and recommit to prison those who fail to conform to the rules of a law-abiding citizenry.

The Board's primary mission is to decrease the recurrence of crime by replacing an offender's criminal behavior with socially acceptable behavior. The Board carries out its mandate fairly, with firmness, and in a manner accountable to the public it serves.

It is my pleasure, on behalf of the Commonwealth of Pennsylvania, to salute the Board of Probation and Parole and its employees for services rendered this past year to the cause of law and order, justice and compassion -- the necessary ingredients for a civilized society.

Sincerely,

*Robert P. Casey*  
Robert P. Casey  
Governor

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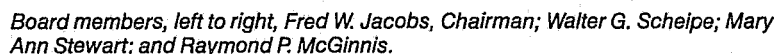
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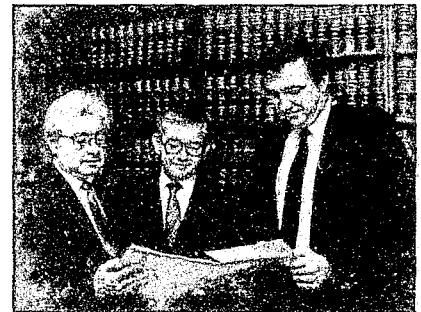
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**Mary Ann Stewart, Member,** Pittsburgh, received her bachelor's degree in sociology from the University of Southern Mississippi (1960), and through the Board's Professional Education Program, received a master's degree in social work from the University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



FROBATION • PAROLE • PROBATION • PAROLE • FROBATION • PAROLE • FROBATION • PAROLE • FROBATION • PAROLE • PROBATION • PAROLE • PROBATION • PAROLE • PROBATION • PAROLE • PROBATION • PAROLE • PROBATION

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



*Left to right Walter G. Scheipe, Board Member; Robert A. Greevy, Chief Counsel; William H. Moul, Hearing Examiner.*



*Walter L. Crocker, Board Member*

The proposed new and revised rules were published in the *Pennsylvania Bulletin* as part of the rule-making process. The House Judiciary Committee and the Senate Law and Justice Committee reviewed the proposed rules and in October, Chairman Jacobs appeared at a public hearing conducted by the Independent Regulatory Review Commission to provide testimony on the proposed rules changes. Following the public hearing and the receiving of other input, some slight modifications to the rules were adopted by the Board in November. By the end of the year, the proposed changes were approved by the Office of the Attorney General. The rules were published in the *Pennsylvania Bulletin* early in 1988, and had the effect of law as of January 16, 1988.

In the exit interview with Chairman Jacobs, John J. Burke, Director of supervision and Accreditation Manager, Joseph M. Long, Auditor Tripp reported he was favorably impressed with Board operations. In his subsequent written report, he noted that the "...quality of life for the workers and clients [of the Board] to be above average to superior." In 1988, when the current accreditation award expires, the Board will be subject of a complete audit of its operations in seeking to be reaccredited for another three years.



The grant is unique in that the matching funds are being provided by the Department of Corrections because of their interest in assisting the Board in the project to help alleviate crowded conditions in state correctional institutions. The project is planned to begin on July 1, 1988 under the direction of John J. Rice, Director of Institutional Parole Services for the Board.

## GOALS FOR 87-88 SET BY BOARD

The goals and the objectives established by agency managers are integrated into the Commonwealth's performance evaluation system for managers, supervisors, professional and technical employees. In the development of the goals, all levels of staff have an opportunity to provide input to the district planning groups and the Board's Core Planning Group.

# WORKLOAD EVALUATION AND USAGE IN PROGRESS

After approximately six months of makeshift operations, the Allentown District Office staff returned to their refurbished former office, complete with new furniture and equipment. Chairman Jacobs, in a commendatory letter to the staff stated, "I sincerely hope the unpleasant memories of the past months will quickly fade into the background as you work in your improved offices. Thank you for your patience, spirit of helpfulness, and loyalty to the Pennsylvania Board of Probation and Parole."

In the report of the evaluators, numerous recommendations were made for the improvement of the Board's use of workload information. The recommendations proposed the development of a common risk assessment instrument for parole release decision making and parole supervision purposes; the establishment of three primary grades of supervision; the conducting of new supervision time studies; and the education of budget officials on workload based budgets. After a thorough review of the recommendations, the Board accepted most of them and assigned staff to develop implementation plans. One of the recommendations was implemented in October and November when staff members from the Senate and House Appropriations Committees and from the Office of the Budget visited the Board's office to discuss the use of workload information in the Board's proposed 1988-89 budget.





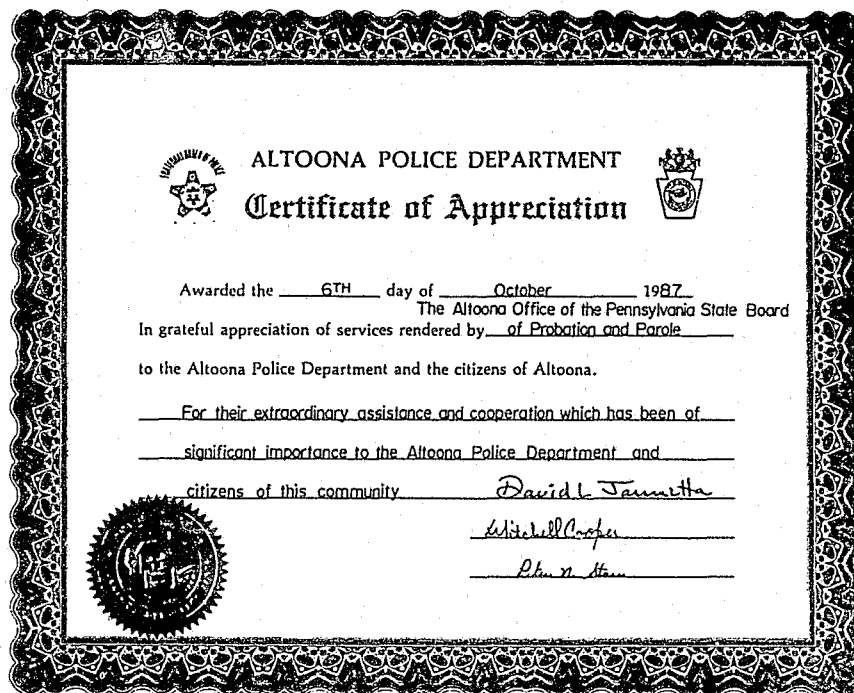




## ALTOONA STAFF RECOGNIZED BY POLICE

Board field staff work closely with local police departments in the supervision of their clients. At the the Altoona Fraternal Order of Police Annual Ball this fall, District Director Daniel S. Roberts received a certificate of appreciation for the staff of the Altoona District Office in recognition of their cooperative

efforts with the police. The certificate, signed by Altoona's mayor, chief of police and the president of the FOP, commended the staff, "For their extraordinary assistance and cooperation which has been of significant importance to the Altoona Police Department and the citizens of this [Altoona] community."



## BOARD PARTICIPATES IN INTEGRATED INFORMATION SYSTEM

The Board, through its Division of Management Information, was an active participant in an inter-agency effort to create an integrated criminal justice information system. This Justice Assistance Network (JANET) involves the Administrative Office of Pennsylvania Courts, the Department of Corrections, the Board of Pardons, the Pennsylvania State Police, and the Board of Probation and Parole. In conjunction

with inter-agency coordination planning, the Board purchased the necessary hardware and software in the last quarter of the year to enable the establishment in 1988 of computer communications with the Department of Corrections through a network switch at the Pennsylvania State Police. This emerging system foreshadows change and increased efficiency in the flow of offender data between state agencies.

## IN MEMORIA

**Kenneth T. Williams**, Parole Supervisor, Pittsburgh District Office, died unexpectedly on October 12, 1987 as a result of a heart attack. Supervisor Williams began his service with the Board as a parole agent in Pittsburgh on November 1, 1962. He was promoted to a parole supervisor on October 7, 1971 and continued in that position until his death, except for a brief period as coordinator of community based programs in Pittsburgh.

**Lonnie Richardson**, Human Services Aide 3, Philadelphia District Office, due to an extended illness retired from Board service on October 26, and died on November 8, 1987. Lonnie, who began his service with the Board as a Human Services Aide 2 on November 14, 1974, was promoted to Human Services Aide 3 on May 18, 1981.

**Hermann Tartler**  
Board Secretary and Director

**John J. Rice**  
Director of Institutional Parole  
Services

**John P. Skowronski**  
Director of Hearing Review

**William H. Traister**  
Director of Case and Records  
Management

# Office of Board Secretary and Bureau of Pre-Parole Services

## Institutional Parole Services Expand

With the opening of new state correctional facilities at Frackville, Cresson and Retreat, parole offices have been established at each of these institutions. The staff assigned to these new offices are responsible to prepare the necessary material for parole release interviews, assist inmates in the development of parole plans, and serve as the Board's representative in the institutions.

Because of the growing network of state correctional institutions, most of the Board's parole offices in these institutions now have a computer link with the Board's Central Office and with the other institutions. These

computer work stations enable the staff to process information more quickly and accurately. A computer user's group with representatives from the institutional parole staff has been established to provide direction in the Board's growing capability to manage information by automation.

In another effort to assist Board staff to do their work more easily, a new form has been developed and utilized for the processing of inmate parole plans required for release on parole. This new form enables the Board's supervision staff to report on parole plan investigations in a more simplified manner.

## Victim Input Program Grows

In November of 1986, the Victim Input Program was established to give an opportunity for victims to provide oral or written testimony to be considered during the parole release decision-making process. Since the inception of the program, approximately 700 victims or family members of victims of the cases tried in Pennsylvania under the paroling jurisdiction of the Board, have requested the opportunity to participate in the Victim Input Program. Most requests are for cases on which the minimum sentences will not expire for several years. Input on these cases will be secured and considered just prior to a decision being made. Thus far, 20 victims have provided oral testimony and another 15 have provided written testimony.

The Board values victim input, since in that process some information is available that might not otherwise be apparent. This information includes such items as the continuing antagonism (directly or indirectly) of the victim by the offender; suitability of the offender's parole plan; and the need for special conditions to be imposed on the offender if paroled. With the extensive information about the offender and the input of the victim available to the Board, a sound paroling decision can be made which will protect society, the rights of victims will be preserved, and the offender will be assisted in his/her reentry into the community.

## Court Decisions Affect Hearing Review

A number of recent court decisions are having an affect on the Board's hearing process. These decisions impact on the Board's timeliners in holding a revocation hearing; the use of evidence in a hearing; the charging of technical parole violations; the use of laboratory tests for proving drug usage; and the Board's appeal/administrative review process. The Division of the Hearing Review constantly monitors the hearing process and related material to ensure that the Board's policy and procedures based on these court decisions are being adhered to by the prosecuting parole staff.

Because of the increasing high workload, particularly in relationship to the hearing process, a form used by hearing examiners in the preliminary and detention hearing process was redesigned for easier use. The form allows for the information and recommendation to be handwritten as a cost effective measure in reducing the amount of clerical time to process the needed forms. A similar form is being tested for violation and revocation hearings to achieve added savings to the agency.

## Records Work Escalates

A vital, but many times unnoticed function of the bureau is the processing of various documents required for the Board to do its work. The Division of Case and Records Management staff are responsible to process the documents, record them electronically and file the paper copies in the client's case folder.

During the past year, the staff processed the paperwork for more than 10,000 parole release decision interviews and due process hearings; recorded more than 19,000 official Board decisions; checked for accuracy over

8,500 initial sentence status reports from state and county correctional facilities, entering the information of the Board's electronic record keeping system and filing the reports in client case folders; modified electronic and paper copies of more than 7,500 changes to sentences of inmates; and completed more than 1,800 recommitment data sheets on recommitted violators. The processing of these documents ensures that parole release considerations of inmates are timely and input is secured from sentencing judges and prosecuting district attorneys.

## Administrative Relief Requests Increase

The Bureau is responsible for reviewing and responding to counsel/inmate requests for administrative relief from Board decisions. During the past year, more than 1,200 such petitions were received, reviewed and responses drafted, either granting or denying relief. This is the first step in the litigation process and any denial of these requests permits the inmate to file an appeal in Commonwealth Court.

Numerous court decisions have also impacted on the granting or denying of administrative relief. One such decision modified the method of recomputing back

time in cases processed for technical parole violations prior to the resolution of new criminal charges in a court of record. As a result, some Board decisions previously recommitting inmates under another court decision must now be modified upon the inmate's request. In another series of decisions in both Commonwealth Court and the Pennsylvania Supreme Court, the interpretation of granting administrative relief to inmates has been modified. These decisions have created an avenue for reconsideration requests on petitions for relief which were previously denied by the Board.

## 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 over 10,000 interviews and hearings annually; responding to most inquiries relative to decisions and policies of the Board; reviewing sentence structures for accuracy in compliance with current laws; reviewing due process hearings material to ensure compliance with Board policies, applicable laws and court decisions; providing technical assistance in finalizing Board decisions; and the recording of over 19,000 official case decisions of the Board.

An institutional parole staff is maintained in state correctional institutions and some other locations to provide information, reports and recommendations to the Board for use in making parole decisions; to provide pre-parole counseling to inmates; and to aid the offender in developing a parole plan

consisting of a home and employment. Institutional parole staff also provide a parole education program for offenders prior to parole consideration by the Board.

The Board Secretary is the Board's liaison with the Department of Corrections and the Board of Pardons. He is also responsible for the administration of the Board's informant policy requiring the processing of requests from law enforcement agencies to use clients as informers. Any Board cases assigned to the Federal Witness Protection Program are also a responsibility of this office. In addition, the Board Secretary has the administrative responsibility for providing services and parole release interviews for several hundred inmates under the Interstate Compact for Corrections. This entails making arrangements for parole interviews for Board clients incarcerated in other states, and for other states' clients incarcerated in Pennsylvania.



**John J. Burke**  
Director

**Linwood Fielder**  
Probation and Parole Staff  
Specialist

**Marlin L. Foulds**  
Probation and Parole Staff  
Specialist

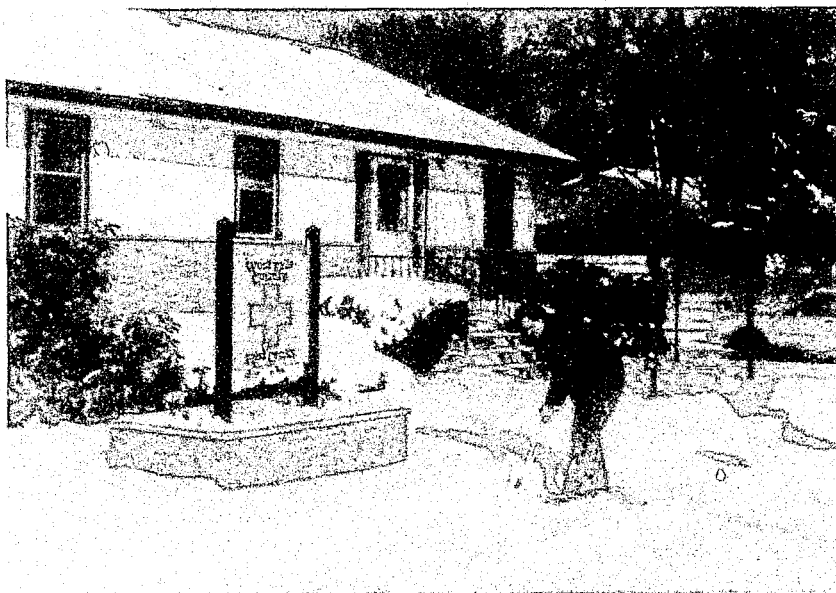
**Robert A. Largent**  
Director of Interstate Services

**Robert W. Reiber**  
Probation and Parole Staff  
Specialist

## Bureau of Supervision

### Community Service Alternatives Explored

In latter part of 1986, a special program was initiated in the Erie District Office for a select group of clients using community service work in lieu of the cash payment of fines and costs to the county or as ordered by the court as part of the sentence. Erie Parole Supervisor Charles Witchcoff worked with Arthur Amann, Erie County Chief Probation Officer, in the development of the concept into a viable program. Specific guidelines were developed to give direction to the operation of the program and to avoid any liability issues. Clients participating in the program are required to give a designated number of hours of community service based on the amount of fines and costs owed to the county. The community service is given primarily to non-profit community agencies such as the Salvation Army, the Humane Society, the county home, the Red Cross, the American Cancer Society, the YMCA, headstart programs, day care centers and churches.



*Parolee performs his community service work for the West Erie County Red Cross.*

Approximately 12 clients of the Board have actively participated in this program. A number of these clients are unable to work at regular jobs, but because of the program, have been able to fulfill their obligation to the court.

Because of the success of this program, a second community service work program was developed in the Erie District as an alternative to incarceration in select Board cases; as a sanction for minor parole violations; and in some instances, to be used as a special condition imposed by the Board at the time of release on parole. Again extensive guidelines and some materials were developed for the program, including client selection and eligibility criteria; procedures for selecting work sites and a reporting process; procedures for reviewing client infractions while in the program; and sanctions for failure in the program. A schedule for the required number of hours to be worked was also developed, based on the Board's presumptive ranges which are normally used in the assessment of the amount of additional time given in prison for one or more violations. The new program was implemented near the end of the year with three parolees performing community services as a result of technical parole violations.

To strengthen and possibly expand the program, Supervisor Witchcoff and Probation/Parole Staff Specialist Robert Reiber attended the National Community Service Symposium sponsored by the National Community Service Sentencing Association. As a result of the experiences in Erie and information secured at the symposium, a proposed policy was developed by the Bureau of Supervision on community service work assignments to clients as an alternative to incarceration. The proposal includes objectives for the program; client eligibility criteria; client placement factors to be considered; and a schedule for the number of hours to be worked in relationship to the type and number of violations. It is anticipated that the program will be expanded in 1988.

## **Staff Aid in Preparation of Grant Applications**

Early in the year, the Board was given an opportunity to provide input to the Pennsylvania Commission on Crime and Delinquency in the use of federal Narcotics Control Assistance Program funds allocated for Pennsylvania. Bureau staff provided ideas and information for the preparation of a paper to be presented at a hearing conducted by the Commission. John J. Burke, Director of Supervision and Allen Castor, then Philadelphia Deputy District Director, provided additional information and answered questions after a presentation was made to the commission by Executive Assistant Joseph M. Long.

Through the year, assistance was given by Probation/Parole Staff Specialists Linwood Fielder and Robert Reiber in the preparation of a concept paper submitted to the Commission for new and expanded Board supervision services. As a result of the favorable reaction of the Commission, two grant applications were prepared which resulted in the award of two grants. The one grant provides funds to establish intensive supervision units in Philadelphia and Pittsburgh for drug offenders and the other grant provides funds for increased urinalysis in these new units and throughout the state.

## **Interstate Office Services Over 5,000 Clients**

Parolees and probationers wishing to fulfill their sentences in a state other than the sentencing state may be supervised through the Interstate Compact. The compact, agreed to by all fifty (50) states, the District of Columbia, Puerto Rico, and the Virgin Islands, provides a single, legal and constitutional method of granting clients the privilege of moving outside the state in which they were sentenced into other jurisdictions where they may have homes, families, or better opportunities for adjustment under supervision. The Director of Interstate Services, as the Board Chairman's delegate, has the primary responsibility for the administration of the compact for adult offenders in Pennsylvania. At the conclusion of 1987, 1,615 of the Board's clients were being supervised in other states, and 2,591 clients from other states were supervised by

the Board. In addition, the Board's staff handled the arrangements for approximately 1,600 Pennsylvania county probation clients to be supervised by other states through the Interstate Compact.

Because of the Board's involvement in the compact, Board clients who violate their parole in jurisdiction outside the Commonwealth, may be returned to Pennsylvania for violation hearings and recommitment to prison when warranted. In order to reduce the use of parole agents' time for returning clients to Pennsylvania, the Board contracts for these services to be provided by a private vendor. By using this private security transportation service for the return of 72 clients during 1986-87, the Board realized a savings of approximately \$94,000 in manpower and commercial transportation costs.

## **Ongoing Responsibilities**

The Bureau of Supervision has responsibility for the protection of the community and reintegration of the offender through the supervision of nearly 17,000 probationers and parolees. This is accomplished through field staff located in ten district offices and twelve sub-offices throughout the state. Approximately 22C parole agents are key staff members in directly supervising the offender in the communities throughout the Commonwealth.

Support, technical assistance, and monitoring services are provided by Central Office staff. During the year, they also worked with the Board's Division of Management Information in a computerization of Board firearms records and a reporting system for unsentenced violators.

The field staff also conduct investigations for the Board of Pardons; presentence investigations when requested to do so by the courts; pre-parole investigations; and they prepare classification summaries and reports for other states. As peace officers, agents are required to make arrests of those clients who violate the conditions of their probation or parole. At the Board's due process hearings, agents are required to testify and present evidence to substantiate the charges brought against clients of the Board. The agents are responsible for returning violators, including some from other states, to various correctional institutions when the Board orders recommitment.

Gene E. Kramer  
Director

W. Conway Bushey  
Director of Grants-in-Aid and  
Standards

Ronald E. Copenhaver  
Director of Court Services

# Bureau of Probation Services

## Grants Move Toward 80% Funding Level

The 1986-87 Grant-In-Aid Program appropriation of \$10,059,000 represented the second largest dollar increase since the beginning of the program. The stated intent of the General Assembly in adopting the 1986-87 Budget was that "...participating counties be reimbursed a minimum of 65% of eligible salaries" for county adult probation professional staff. In 1987, grants were awarded to 62 counties, providing partial salary reimbursement for 766 eligible staff at the rate of 66%. The following table shows the trend in grant-in-aid appropriations toward an 80% funding percentage of eligible staff salaries as mandated by Act 1986-134:

YEAR	APPROPRIATION	FUNDING PERCENTAGE
1983-84	\$ 3,088,000	26.9%
1984-85	\$ 3,240,000	26.1%
1985-86	\$ 7,000,000	50.2%
1986-87	\$10,059,000	66.2%
1987-88	\$13,430,000	80% (est.)

In addition to funding incumbent probation personnel, the 1987 Grant-In-Aid Program provided funding for other purposes as follows:

1. An allocation of \$391,320 provided funds for 41 new adult probation staff positions in 22 counties. These additional staff were hired for the purposes of reducing workloads; conducting presentence investigations; supervising specialized caseloads such as high risk offenders, mental health clients, and drug/alcohol clients; developing community service programs; and placement of institutional

parole officers. Before counties could receive funds for these positions, they were required to justify the need and demonstrate how additional staff would improve probation services.

2. Special program grants in the amount of \$137,500 were allocated to continue funding personnel and operational costs for four mentally retarded offender programs in Dauphin, Erie, Lehigh and Philadelphia Counties. Of this amount, \$37,500 was provided by the Pennsylvania Commission on Crime and Delinquency. These programs were jointly funded by the Board, Office of Mental Retardation and the Department of Public Welfare. Through 1987, specialized and individualized services were provided to approximately 130 mentally retarded adult offenders.
3. A total of \$70,000 was designated to provide training for county adult probation staff as required by the Probation and Parole Act. In 1987, about 880 county personnel received training through the Board's Division of Staff Development.

In keeping with the mandate of Act 1986-134 to provide 80% of the eligible personnel salary costs incurred by a county, the General Assembly in July, 1987, increased the appropriation to \$13,430,000 for the 1988 Grant-In-Aid Program, an increase of \$3,371,000 over 1987. This appropriation should be sufficient to reimburse counties for eligible incumbent and additional staff salaries at the 80% required funding level, and to perpetuate training for county staff.

## Counties Achieve National Standards Compliance

Beginning in 1982, the Board began a six-year schedule to implement national adult probation and parole field services standards in the county systems. These standards, established by the American Correctional Association, represent the best contemporary thinking in adult probation/parole services. Through on-site audits, it was determined that

all counties participating in the Grant-In-Aid Program had achieved a compliance level in excess of 90%, the required compliance level for continued participation in the Program. Counties will continue to be monitored in succeeding years in order that this high level of achievement is maintained.



**John R. McCool**  
Director

**James J. Alibrio**  
Director of Management  
Information

**David V. Ogurkis**  
Director of Fiscal Management

**David C. Payton**  
Director of Office Services

**Robert E. Yerger**  
Director of Personnel

# Bureau of Administrative Services

## System Automated and Training Expanded

In 1987, the Division of Personnel, with the aid of the leave clerk/timekeepers of the agency, implemented the third and final phase of the automation of the Board's personnel system as part of the statewide Integrated Central System (ICS). This implementation established a bi-weekly accounting system of employee leave records to deliver accurate, up-to-date accounting of leave costs and patterns. Training of leave clerks/timekeepers was completed in June, enabling the system to be operational by July 1, 1987.

A new course, "Employee Supervision," was developed by the Division to provide supervisors and managers with perspectives of themselves as well as their employees, relating to management style, motivational techniques and inter-personal communication. The course offerings integrated into the Board's staff development curriculum, were attended, by Board staff and a substantial number of county probation supervisory staff.

## Office Refurbished and Expansion Planned

As a result of a fire in the Board's Allentown District Office which resulted in the loss of all equipment and supplies, the office had to be temporarily relocated. The Division of Office Services negotiated a temporary relocation of the office with the lessor during the time of reconstruction of the original office. After the Board's insurance claim was approved in its entirety in May, the Division staff began the procurement process to replace the equipment and supplies destroyed in the fire. On July 31, 1987, with 90% of the new

equipment in place, the district staff returned to its completely refurbished building.

In the Pittsburgh area, Board operations have been hampered because of inadequate office space. As part of the agency's space management program, additional office space is being sought for the Pittsburgh District Office to provide more adequate facilities for the Board's supervisory staff, Board members and hearing examiners in the area.

## Workload Budgeting Used for Budget Request

The concept of workload budgeting was the foundation of the Board's 1988-89 budget request to the administration. The concept was fully used to determine the Board's parole supervision field staff's needs. This was done to cope with continued increases in the number of clients under supervision and to effectively allocate limited Board resources. Workload budgeting compares case supervision work requirements in terms of time to complete major work assignments such as the supervision of differing levels of clients, court proceedings and investigative work, with time available from existing manpower. The net result provides a measurement of manpower needs to meet minimum supervision standards. In essence,

this workload management and budgeting system, which incorporates client case supervision and workload outputs, provides for a consistent data base to determine necessary staffing levels and allocations within the agency.

The Board's use of the workload budgeting concept was presented to staff members from the Office of the Budget, and the Senate and the House of Representatives Appropriations Committee during the last quarter of the year. The presentation was intended to inform administration and legislative staff on the rationale for the Board's budget request as the Commonwealth's 1988-89 budget is finalized.





**Timothy P. Wile**  
Assistant Chief Counsel

[illegible]

Joseph M. Long  
Executive Assistant  
James O. Smith  
Director of Staff Development

# Office of the Executive Assistant

Major time and attention of the Executive Assistant during the year was given to the development of requests for grants from the Pennsylvania Commission of Crime and Delinquency. The first effort focused on grants from the federal Narcotics Control Assistance Program and resulted in the Board receiving two grants totaling nearly \$750,000.

Working with numerous other Board staff, the Executive Assistant had the lead responsibility in the preparation and delivering of a presentation before the Commission at a working seminar on the development of a balanced, statewide strategy to deal with drug problems in Pennsylvania. He also prepared a concept paper and two grant applications which were submitted to the Commission and grants were awarded to the Board.

After receiving the grants, the Chairman named the Executive Assistant to be the project director for the grant which provides funds for the establishment of two intensive supervision drug units in Philadelphia and Pittsburgh. Near the end of the year, the Executive Assistant gave major attention to the implementation of the grant. Among other things, this entailed considerable research on the different types of electronic monitoring equipment to be used to control drug offenders and completing arrangements with the Department of Health for the provision of treatment services for the clients being supervised in the project.

## Accreditation Monitoring and Workload Evaluation Completed

Serving as the Board's accreditation manager, the Executive Assistant made needed preparations for a monitoring visit by an accreditation auditor. This entailed meeting with numerous staff members to secure needed documentation to demonstrate compliance with standards and making arrangements with two field offices for auditor visits. The monitoring by the accreditation auditor was positive and the Board continues to be accredited as an adult probation and parole field services agency.

Another assignment completed during the year was the evaluation of the Board's use of the workload concept in the management of its resources. Arrangements were made to secure needed technical assistance for the evaluation from the National Institute of Corrections. After the Board's acceptance of most of the evaluator's recommendations, the Executive Assistant was assigned responsibility to work with related Board staff in the preparation of plans of action to implement the recommendations.

## Information Brochure Readied

Another writing initiative by the Executive Assistant was the revision of the Board's information brochure. The revision was necessary due to the numerous changes in Board operations resulting from amendments

made to the Probation and Parole Act in 1986. The brochure, which is widely used for public information/relations purposes, was completed by the end of the year and is expected to be ready for distribution in 1988.

## Ongoing Responsibilities

The Executive Assistant periodically analyzes various program policy and procedure proposals which are submitted to the Chairman for decision making. Studies are also made periodically on a variety of subjects to provide needed information for the Chairman. During the year work continued on the editing of new and updated material for the Board's Manual of Operations.

The Executive Assistant serves as the public relations and public information officer for the Board. This responsibility includes responding to numerous inquiries from press, television, and radio reporters, and others for information on Board operations and decisions about clients. In addition, news releases were prepared, a monthly newsletter for all employees was prepared and

distributed, the Annual Report was edited, and numerous materials were distributed to the Governor's Office, the legislature, various governmental agencies, and the general public.

This office was also responsible for the coordination of the participation of 42 of the Board's management staff in the Commonwealth Management Training Program. This work entailed the scheduling of the staff for these courses, reviewing managers post-course assignments, and maintaining training records for all

participants. During the year another eight managers completed the core curriculum. Since the inception of the program in 1982, 70% of the Board's managers have completed the core curriculum which makes them eligible to enroll in the additional elective courses available through the program.

The Executive Assistant also gives day-to-day oversight to the Division of Staff Development, particularly with its director. Approvals for all employee in-service and out-service training requests are also processed by the Executive Assistant.

## Staff Development Efforts Continue to Expand

During the year, 90 courses were offered through the Division's management of the Joint State/County Training Program. Consultants instructed 36 of these courses; 34 courses were instructed by Division staff; indigenous "skill-bank" staff taught 16 courses; and the remaining 4 trainings were instructed by staff from related organizations. A total of 2,069 participants attended these courses. Of those, 1,107 were Board staff, 863 represented county adult probation department staff and 99 participants were from other related organizations.

As part of its in-service training plan, the

Division, with advice and support from the Adult Chief Probation Officers Association of Pennsylvania, has been offering staff the opportunity to take graduate level courses of instruction. The courses are part of Pennsylvania State University's Administration of Justice program and have provided a number of individuals a unique alternative to the normal in-service training format. This year's courses were Organized Crime; Legal Issues in Human Service Agencies; Drugs, Drug Users and the Criminal Justice System; and Comparative Criminal Justice Systems.

## New Training on Hearings Developed

Efforts by the Division of Staff Development were highlighted by a training initiative designed to improve agents' skills in the Board's due process hearings. The course, entitled, "Beyond Preponderance: A Total Hearing Skills Training," stressed sound supervision principles and prosecution strategies as features critical to the mastery of this important professional responsibility. In the training, parole agents are given the opportunity to show their ability in their role as a prosecutor at a hearing. A Board hearing examiner and a public defender provide leadership in critiquing the parole agents' skills and in giving insights to them on improving their prosecutorial skills. The four-day program was conducted three times and will become a staple of the training curriculum.

Division staff members consisting of the director, three staff development specialists and a personnel analyst have been involved

in a number of additional activities. They include: firearms training; presentations before the Pennsylvania State Police Academy, the Department of Corrections, numerous colleges and universities; participation in professional conferences; coordinating training through the Philadelphia County District Attorney's office; and conducting needs survey interviews with a number of the Board's district directors and county chief probation officers.

Finally, a project was begun this year with the goal of raising public awareness of the contributions made by parole agents to the welfare of the Commonwealth. Undertaken by the Division Director James Smith, it is anticipated that the effort will result in a published work highlighting the experiences of parole agents where their direct intervention made a difference in the safety of individuals or the reintegration of offenders.

[illegible]

In preparation for the implementation of the standards, the Affirmative Action Officer provided brief orientation sessions for the Board's bureau directors, district directors and institutional parole supervisors. As each employee's performance is evaluated by the supervisor, the affirmative action standards are reviewed to determine the levels of compliance with the standards.

[illegible]

the conducting of a training session for Board staff on "selecting and interviewing techniques" in coordination with Division of Personnel staff; participation in a work group with the Director of the Bureau of Affirmative Action, Secretary of Administration and other affirmative action officers which dissected the Commonwealth personnel rules and presented amendments relating to affirmative action objectives; and making affirmative action presentations to new Board employees at two orientation sessions.

Other activities during the year included:

[illegible]

An agency brochure and two internal procedural manuals were developed on the implementation of the Board's Contract Compliance Program. In addition, a complaint process and an internal appeal process for contractors in non-compliance status were developed.

[illegible]

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

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

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

The agency shall not discriminate on the basis of handicap (pursuant to Sections 503 and 504 of the Federal Rehabilitation Act of 1973) 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.

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 17105-1661.

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

Fred W. Jacobs, Chairman  
September 15, 1987

# Employee Recognitions

We are pleased to recognize a number of the Board employees who have retired or received service awards during 1987. *The retirement years noted are total years of service with the Commonwealth of Pennsylvania. The service awards are based on years of service with the Board.*

## RETIREMENTS

Frances J. Stehling, Parole Supervisor  
Allentown District Office  
January 7: 24 years, 11 months

Lawrence C. Gerthoffer, Parole Agent 3  
Greensburg Sub-Office (Pittsburgh)  
February 4: 28 years, 7 months

Catherine E. Bruno, Clerk Typist 3  
Bureau of Supervision, Central Office  
February 18: 13 years, 9 months

William E. Moore, Parole Agent 2  
Allentown District Office  
March 6: 10 years, 8 months

George R. Hamilton, Parole Agent 2  
Pittsburgh District Office  
March 18: 15 years, 5 months

Rita K. Nietupski, Clerk Stenographer 2  
Erie District Office  
April 1: 18 years, 7 months

Claude A. Bower, Parole Agent 2  
Harrisburg District Office  
April 15: 18 years, 3 months

John F. Burke, Parole Supervisor  
Philadelphia District Office  
April 15: 26 years, 7 months

John R. Niedergal, Parole Agent 2  
Rochester Sub-Office (Butler)  
May 27: 13 years, 1 month

Harold Roach, Parole Agent 2  
Scranton District Office  
July 15: 13 years, 5 months

Minnie Shapiro, Secretarial Supervisor 1  
Altoona District Office  
July 22: 23 years, 5 months

Harry C. McCann, Sr., Parole Hearing  
Officer  
Philadelphia District Office  
August 19: 19 years, 3 months

Dorothy M. Harbolt, Clerk Typist 2  
Philadelphia District Office  
September 16: 30 years, 2 months

Nina M. Vacante, Personnel Analyst 1  
Division of Staff Development, Central  
Office  
October 14: 16 years, 4 months

Lonnie Richardson, Human Services  
Aide 3  
Philadelphia District Office  
October 26: 13 years, 9 months

Steve Marinchak, Clerk 2  
Bureau of Pre-Parole, Central Office  
November 4: 11 years, 5 months

Maureen W. Henry, Parole Agent 2  
Pittsburgh District Office  
November 27: 17 years, 10 days

## SERVICE AWARDS

### 30 YEARS

Flora W. Brothers  
Clerical Supervisor 1  
Philadelphia District Office

Dorothy M. Harbolt  
Clerk Typist 2  
Philadelphia District Office

Ralph J. Hess  
Parole Agent 2  
Altoona District Office

Nancy W. Thompson  
Pre-Parole Staff Technician  
Central Office

### 20 YEARS

James R. Atz  
Parole Agent 2  
Philadelphia District Office

David J. Baker  
District Director 1  
Williamsport District Office

Mario A. Chapel  
Parole Agent 2  
Kensington Sub-Office (Philadelphia)

Murray R. Cohn  
District Director 1  
Butler District Office

Alva J. Meader  
Executive Secretary 2  
Chairman's Office, Central Office

Jack L. Manual  
Parole Supervisor  
Rochester Sub-Office (Butler)

Lester C. Nagle  
Parole Supervisor  
Lancaster Sub-Office (Harrisburg)

David L. Ormsby  
Institutional Parole Representative  
State Correctional Institution at  
Huntingdon

Margaret E. Taylor  
Clerk Typist 2  
Philadelphia County Prison

Michael L. Trachtenberg  
Parole Supervisor  
Philadelphia District Office

Neal D. Wragg  
Parole Agent 2  
Tioga Sub-Office (Philadelphia)

### 15 YEARS

Paul E. Anderson  
Parole Agent 2  
Pittsburgh District Office

Fred T. Angellilli  
Parole Supervisor  
Chester District Office

James L. Arnett  
Parole Agent 2  
Allentown District Office

Mil M. Bakmaz  
Parole Agent 2  
Mercer Sub-Office (Erie)

Robert L. Bell  
Parole Agent 2  
Allentown District Office

Samuel Bishop  
Probation/Parole Volunteer Services  
Specialist  
Philadelphia District Office

David Boggus  
Human Services Aide 3  
Pittsburgh District Office

Ernest P. Bristow, Jr.  
Institutional Parole Representative  
State Correctional Institution at  
Greensburg

Michael L. Bukata  
Parole Agent 2  
Philadelphia District Office

Lawrence W. Bush  
Parole Agent 2  
Greensburg Sub-Office (Pittsburgh)

Allan Castor, Jr.  
Parole Hearing Officer  
Philadelphia Hearing Office

Carmine S. Caudullo  
Parole Agent 2  
Scranton District Office

Timothy J. Coyle  
Institutional Parole Representative  
State Correctional Institution at Camp Hill

Anthony E. DiBernardo  
Parole Agent 2  
Philadelphia District Office

Keith W. Donoghue  
Parole Agent 2  
Pittsburgh District Office





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## STATE FUNDS

Fiscal Year	General Government	Improvement of County Adult Probation Services	Total
1980-1981.....	\$14,982,214	\$ 2,000,000	\$16,982,214
1981-1982.....	15,971,670	2,770,748	18,742,418
1982-1983.....	17,434,990	2,968,000	20,402,990
1983-1984.....	17,586,531	3,084,574	20,671,105
1984-1985.....	18,631,484	3,235,531	21,867,015
1985-1986.....	19,475,072	6,999,999	26,475,071
1986-1987.....	19,970,370	10,044,223	30,014,593

Agency	Amount	No.
Justice Assistance Act. ....	\$37,500	1
<b>Totals</b>	<b>\$37,500</b>	<b>1</b>

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### A. PAROLE DECISION MAKING

## B. SUPERVISION POPULATION DEMOGRAPHICS AND TRENDS

### C. SUPERVISION ACTIVITY AND OUTPUT

#### D. SUPERVISION PROGRAM PERFORMANCE

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# PROGRAM STATISTICS

## A. PAROLE DECISION MAKING

Board decision making encompasses three general types of decisions: parole decisions, revocation decisions, and supervision decisions. **Table 1** provides a breakdown of Board case decisions in terms of the actions taken, i.e., the type of decision rendered. Total Board actions for Fiscal Year 1986-87 were 16,081. In addition, there were 2,965 special probation/parole cases assigned by the courts and accepted by the Board for supervision. Included in the 2,965 cases were 310 Accelerated Rehabilitation Disposition (ARD) cases. These cases are probation options available to the first time offender.

TABLE 1  
CASE DECISIONS BY TYPE OF BOARD ACTIONS

	1986		1987		FY 1986-87 Total
	Third Quarter	Fourth Quarter	First Quarter	Second Quarter	
Parole Granted . . . . . Street . . . . .	780	851	867	812	3,310
Parole Granted . . . . . Detainer . . . . .	100	126	117	107	450
Parole Refused . . . . .	433	428	538	443	1,842
Continued Cases . . . . .	150	114	157	166	587
Recommitment:					
TPV & reparole date set (2 decisions) . . . . . Street . . . . .	346	180	336	262	1,124
TPV & reparole date set (2 decisions) . . . . . Detainer . . . . .	2	0	2	0	4
Recommit TPV and review . . . . .	0	0	0	1	1
CPV reparole date set (2 decisions) . . . . . Street . . . . .	78	54	66	68	266
CPV reparole date set (2 decisions) . . . . . Detainer . . . . .	86	58	82	98	324
Recommit CPV and review . . . . .	1	0	0	0	1
CPV & TPV and reparole date set (3 decisions) . . . . . Street . . . . .	51	48	66	69	234
CPV & TPV and reparole date set (3 decisions) . . . . . Detainer . . . . .	42	33	24	69	168
TPV unexpired term . . . . .	51	32	36	35	154
CPV unexpired term . . . . .	29	32	32	27	120
CPV and TPV unexpired term (2 decisions) . . . . .	42	62	36	44	184
Refer to Recommitment:					
Reparole Date set (2 decisions) . . . . . Street . . . . .	168	104	120	166	558
Reparole Date set (2 decisions) . . . . . Detainer . . . . .	92	54	92	98	336
Unexpired Term . . . . .	54	20	40	59	173
Recommit when available:					
TPV . . . . .	70	70	77	51	268
CPV . . . . .	92	95	101	78	366
CPV & TPV (2 decisions) . . . . .	52	70	70	60	252
Detained Pending Criminal Charges . . . . .	297	259	399	302	1,257
Return as a TPV . . . . .	131	16	0	0	147
Return as a TPV — Pennsylvania Interstate Compact . . . . .	9	6	10	4	29
Return as a CPV — Pennsylvania Interstate Compact . . . . .	2	2	4	3	11
Return as a CPV & TPV — Pennsylvania Interstate Compact (2 decisions) . . . . .	14	8	16	14	52
Declare Delinquent . . . . .	174	151	187	178	690
Declare Delinquent for Control Purposes . . . . .	9	5	23	26	63
Continue on Parole . . . . .	119	151	173	109	552
Case Closed . . . . .	43	39	40	63	185
Final Discharges . . . . .	0	0	0	0	0
Recommendations for Special Commutation . . . . .	6	6	4	11	27
Miscellaneous Cases . . . . .	683	579	513	571	2,346
<b>TOTAL BOARD ACTIONS</b>	<b>4,206</b>	<b>3,653</b>	<b>4,228</b>	<b>3,994</b>	<b>16,081</b>
Special Probation and Parole Cases . . . . .	683	679	906	697	2,965
Subset ARD . . . . .	71	99	55	85	310
<b>TOTAL BOARD DECISIONS</b>	<b>4,889</b>	<b>4,332</b>	<b>5,134</b>	<b>4,691</b>	<b>19,046</b>

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

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

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

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

**Board Action to Recommit to Prison (TPV)** refers to clients who were recommitted to prison for violating the Conditions Governing Parole/Reparole.

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

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

## PROGRAM STATISTICS

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

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

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

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

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

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

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

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

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

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

**Miscellaneous Cases** refers to Board actions taken on cases for miscellaneous reasons, such as, "modify Board action", "no change in status", "withdraw", "establish a review date", "reparole grant" and "reparole refusal" prior to the Pierce Decision, etc.

**Table 2** views the Board's quasi-judicial responsibilities in terms of type of activity, rather than type of decision rendered. Both the decision-making process of release from prison and return to prison require a face-to-face review of individual case facts. Hearing examiners employed by the Board conduct a variety of first and second level hearings. Some hearings are a combination of technical and convicted violator proceedings. During FY 1986-87, there were 3,915 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 1986-87, there were 6,283 interviews. More than half (57%) were conducted by Board members and the remainder by hearing examiners.

**TABLE 2  
TYPES OF HEARINGS AND INTERVIEWS CONDUCTED BY  
BOARD MEMBERS AND HEARING EXAMINERS DURING  
FISCAL YEAR 1986-87**

	Board Members	Hearing Examiners	Total	Percent
<b>Hearings</b>				
Preliminary . . . . .		703	703	18.0%
Preliminary/Detention . . . . .		489	489	12.5%
Violation . . . . .		1,010	1,010	25.8%
Violation/Detention . . . . .		53	53	1.3%
Detention . . . . .		262	262	6.7%
Revocation . . . . .		545	545	13.9%
Revocation/Violation . . . . .		289	289	7.4%
Probable Cause Out-of-State . . . . .		112	112	2.9%
Full Board . . . . .	452		452	11.5%
<b>TOTAL HEARINGS</b>	<b>452</b>	<b>3,463</b>	<b>3,915</b>	<b>100.0%</b>
<b>Interviews</b>				
Parole . . . . .	2,076	1,903	3,979	63.3%
Review . . . . .	1,306	772	2,078	33.1%
Reparole . . . . .	3	8	11	0.2%
Reparole Review . . . . .	174	32	206	3.3%
Victim Input . . . . .		9	9	0.1%
<b>TOTAL INTERVIEWS</b>	<b>3,559</b>	<b>2,724</b>	<b>6,283</b>	<b>100.0%</b>

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.

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

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## TRENDS IN INTERVIEWS AND HEARINGS OVER THE LAST THREE FISCAL YEARS

Conducted By	Parole Release Interviews					Violation Hearings			
	Parole	Reparole	Review	Victim Input	Total	First Level	Second Level	Full Board	Total
Board Members. . . . .	2,076	3	1,480	. . .	3,559	. . . .	. . . .	452	452
Hearing Examiners . .	1,903	8	804	9	2,724	1,566	1,897	. . .	3,463
<b>TOTALS 1986-87</b>	<b>3,979</b>	<b>11</b>	<b>2,284</b>	<b>9</b>	<b>6,283</b>	<b>1,566</b>	<b>1,897</b>	<b>452</b>	<b>3,915</b>
Board Members. . . . .	2,004	33	1,234		3,271	. . . .	. . . .	686	686
Hearing Examiners . .	2,039	20	698		2,757	1,698	1,797	. . .	3,495
<b>TOTALS 1985-86</b>	<b>4,043</b>	<b>53</b>	<b>1,932</b>		<b>6,028</b>	<b>1,698</b>	<b>1,797</b>	<b>686</b>	<b>4,181</b>
Board Members. . . . .	2,839	44	1,765		4,648	. . . .	. . . .	562	562
Hearing Examiners . .	1,486	19	481		1,986	1,738	1,695	. . .	3,433
<b>TOTALS 1984-85</b>	<b>4,325</b>	<b>63</b>	<b>2,246</b>		<b>6,634</b>	<b>1,738</b>	<b>1,695</b>	<b>562</b>	<b>3,995</b>

**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 73% of the total interviews are held in state correctional institutions, with about 26% conducted in the Camp Hill and Rockview facilities.

TABLE 4  
PAROLE INTERVIEWS BY INTERVIEW SITE — 1986-87

Interview Site	Parole		Review		Reparole		Reparole Review		Victim Input		Total Interviews	
	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Board	Hearing Examiner	Number	Percent
SCI Camp Hill . . . . .	45	479	30	334	...	...	...	17	...	...	905	14.4
SCI Cresson . . . . .	18	7	1	...	...	...	1	...	...	...	27	0.4
SCI Dallas . . . . .	298	61	198	25	...	5	3	5	...	...	595	9.5
SCI Frackville . . . . .	6	...	3	...	...	...	...	...	...	...	9	0.1
SCI Graterford . . . . .	217	20	137	12	...	...	92	...	...	...	478	7.6
SCI Greensburg . . . . .	256	...	93	...	...	...	...	...	...	...	349	5.6
SCI Huntingdon . . . . .	227	...	213	...	3	...	32	...	...	...	475	7.6
SCI Muncy . . . . .	146	...	83	...	...	...	...	...	...	...	229	3.6
SCI Pittsburgh . . . . .	150	15	103	9	...	2	38	1	...	...	318	5.1
SCI Rockview . . . . .	426	...	323	...	...	...	8	...	...	...	757	12.0
SCI Waynesburg . . . . .	35	5	7	3	...	...	...	...	...	...	50	0.8
SRCF Mercer . . . . .	252	...	115	...	...	...	...	...	...	...	367	5.8
County Prisons . . . . .	...	777	...	302	...	1	...	9	...	1	1,090	17.3
Community Service Centers . . . . .	...	434	...	64	...	...	...	...	...	...	498	7.9
District Offices . . . . .	...	17	...	...	...	...	...	...	...	5	22	0.4
State Hospitals . . . . .	...	7	...	3	...	...	...	...	...	...	10	0.2
Treatment Facilities . . . . .	...	27	...	11	...	...	...	...	...	...	38	0.6
Other . . . . .	...	54	...	9	...	...	...	...	...	3	66	1.1
<b>TOTALS</b>	<b>2,076</b>	<b>1,903</b>	<b>1,306</b>	<b>772</b>	<b>3</b>	<b>8</b>	<b>174</b>	<b>32</b>	<b>...</b>	<b>9</b>	<b>6,283</b>	<b>100.0</b>



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[illegible]

1. *Journal of the American Medical Association*, 1997; 277: 1039-1043.

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

Pennsylvania's community based correctional system had 89,411 offenders on active probation or parole at the end of fiscal year 1986-87. Of this total, 16,633 (approximately 19%) were receiving supervision services directly from the Pennsylvania Board of Probation and Parole.

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

**VISION**

Case Type	Percentage
County Probation Cases	58.6%
County Parole Cases	22.8%
Board Parole Cases	11.5%
Special Probation/Parole	4.2%
Other States' Cases	2.9%

**Chart B** illustrates in graphic form total caseload under Board supervision. Total caseload size under Board supervision has continued to grow within the last six years, revealing a 21% increase since June, 1981 when caseload size was at its lowest.

CHART B

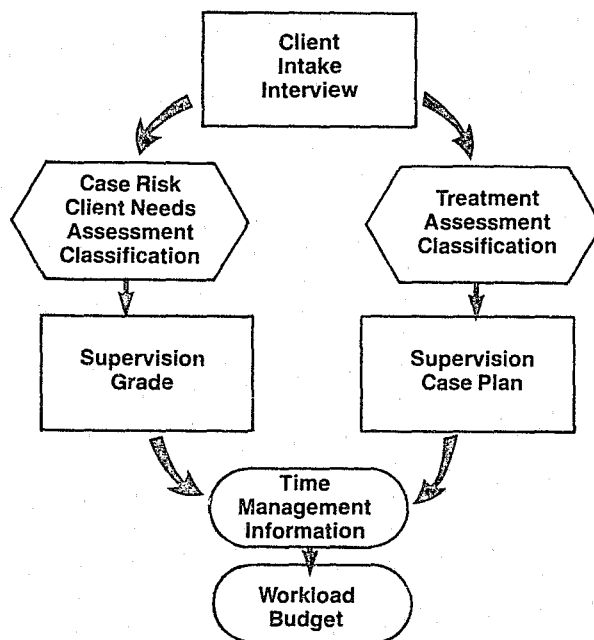
**TRENDS IN TOTAL CASELOAD UNDER BOARD SUPERVISION**

Year Ending	Trend Index	Total Caseload	Total Caseload				
			0	4,000	8,000	12,000	16,000
6/81	100	13,782					
6/82	102	14,035					
6/83	108	14,849					
6/84	111	15,314					
6/85	116	15,983					
6/86	120	16,498					
6/87	121	16,633					

## PROGRAM STATISTICS

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

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



**Table 8** shows supervision risk and treatment classification for the 16,633 clients as of June 30, 1987. The total caseload population is classified by risk in terms of supervision grade, but not all clients are classified by structured interviews into treatment groups. Case management classification interviews are done for new clients who have sentences longer than one year. Approximately 34% of the clients classified under the four client management classifications were under close supervision.

**TABLE 8  
SUPERVISION RISK AND TREATMENT BY CLASSIFICATION  
AS OF JUNE 30, 1987**

Case Management Classification	Supervision Grade								Unconvicted Violators Detained		All Others		Total
	Intensive #	%	Close #	%	Regular #	%	Reduced #	%	#	%	#	%	
Selective Intervention	204	6.7	1,416	46.7	858	28.3	256	8.4	202	6.7	96	3.2	3,032 100.0
Casework Control	382	21.3	851	47.4	180	10.0	21	1.2	252	14.0	110	6.1	1,796 100.0
Environmental Structure	235	21.2	529	47.7	118	10.6	12	1.1	167	15.1	48	4.3	1,109 100.0
Limit Setting	589	22.1	1,112	41.8	216	8.1	31	1.2	506	19.0	206	7.8	2,660 100.0
Not Classified	296	3.7	1,698	21.1	2,610	32.5	2,119	26.4	793	9.9	513	6.4	8,036 100.0
<b>Total</b>	<b>1,076</b>	<b>10.3</b>	<b>5,606</b>	<b>33.7</b>	<b>3,982</b>	<b>23.9</b>	<b>2,439</b>	<b>14.7</b>	<b>1,920</b>	<b>11.6</b>	<b>973</b>	<b>5.8</b>	<b>16,633 100.0</b>

## PROGRAM STATISTICS

Whereas case classification categorizes cases into case risk and client treatment groups, the workload information system measures the time needed by agents to accomplish three dominant types of work activity. They are: 1) agent time required to meet minimum standards in supervising active clients at different levels of supervision, 2) agent time required for due process in violation casework, and 3) agent time required for investigation work outputs. Violation casework occurs when clients are detained for technical or criminal charges. Investigation work is an additional task which is not part of an agent's caseload. All other cases that are not in active supervision status or violation status, such as, mental institutions and absconders, are also included in the workload measurement.

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

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

**Table 9** describes the caseload population by workload classification to meet minimum supervision requirements. As of June 30, 1987, the Agency's total supervision time requirement was 34,345.6 work units.

TABLE 9  
**WORK UNITS BY CLASSIFICATION DISTRIBUTION  
AS OF JUNE 30, 1987**

Workload Classification	Total Cases/Reports		Total Work Units	
	Number	Percent	Number	Percent
<b>Supervision Status</b>				
Intensive .....	1,003	5.7	3,892.7	11.3
Close .....	4,581	25.9	10,065.7	29.3
Regular .....	4,413	25.0	6,458.7	18.8
Reduced .....	3,300	18.7	2,937.7	8.6
<b>Violation Status</b>				
Technical .....	392	2.2	2,406.4	7.0
New Charge .....	1,451	8.2	3,148.6	9.2
Both Technical/New Charge .....	510	2.9	1,367.1	4.0
Other .....	983	5.5	1,013.0	2.9
<b>Total Cases</b>	<b>16,633</b>	<b>94.1</b>	<b>31,289.9</b>	<b>91.1</b>
Investigative Reports .....	1,040	5.9	3,055.7	8.9
<b>Grand Totals</b>	<b>17,673</b>	<b>100.0</b>	<b>34,345.6</b>	<b>100.0</b>

To demonstrate the principle of workload budgeting for purposes of resource management, monthly data is presented on an annual basis for the fiscal year 1987-88 in **Table 10**. An estimated 406,724 work units would be needed to fulfill minimum supervision requirements assuming a 3% increase in the number of cases. This represents the total amount of work required in manhours in the fiscal year. An estimated 1,537 manhours are available per agent each year yielding a manpower need of 265 agents. Manpower needs are assessed by dividing average time available per agent into the total work required.

TABLE 10  
**WORKLOAD BUDGETING FOR FISCAL YEAR 1987-88**

	Number	Work Units
Projected Client Population/Estimated Annual Casework Time .....	17,213	379,686
Investigative Reports/Estimated Annual Investigative Work Output Time .....	9,682	27,038
Projected Annual Manpower Time Required .....		406,724
Available Manhours Per Agent .....		1,537
Estimated Manpower Needs .....		265
Manpower Level, 12/31/87 .....		211

# PROGRAM STATISTICS

**Table 11** provides a six-year time series in caseload size by legal type and geographic area. The Board's caseload size has continued to rise in size within the last six years to 16,633, showing a growth rate of 21% since June 1981, when caseload size was at its lowest. The increase in caseload population during the last fiscal year is caused by the growing proportion of Board parole cases, which showed an increase of 2.2%.

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

District Office		Board Parole Cases		Special Probation/ Parole Cases		Other States' Cases		Total Caseload	
		No.	Index	No.	Index	No.	Index	No.	Index
Philadelphia	1981-82.....	3,276	100	448	100	564	100	4,288	100
	1982-83.....	3,511	107	429	96	637	113	4,577	107
	1983-84.....	3,662	112	353	79	663	118	4,678	109
	1984-85.....	3,875	118	335	75	691	123	4,901	114
	1985-86.....	3,992	122	382	85	749	133	5,123	119
	1986-87.....	3,855	118	362	81	688	122	4,905	114
Pittsburgh	1981-82.....	1,229	100	1,169	100	246	100	2,644	100
	1982-83.....	1,190	97	1,174	100	268	109	2,632	100
	1983-84.....	1,173	95	1,105	95	260	106	2,538	96
	1984-85.....	1,164	95	1,051	90	235	96	2,450	93
	1985-86.....	1,133	92	1,113	95	256	104	2,502	95
	1986-87.....	1,231	100	1,100	94	261	106	2,592	98
Harrisburg	1981-82.....	968	100	131	100	293	100	1,392	100
	1982-83.....	981	101	140	107	311	106	1,432	103
	1983-84.....	1,087	112	151	115	350	119	1,588	114
	1984-85.....	1,118	115	140	107	351	120	1,609	116
	1985-86.....	1,065	110	138	105	415	142	1,618	116
	1986-87.....	1,190	123	136	104	378	129	1,704	122
Scranton	1981-82.....	348	100	252	100	85	100	685	100
	1982-83.....	379	109	271	108	111	131	761	111
	1983-84.....	450	129	283	112	109	128	842	123
	1984-85.....	487	140	308	122	116	136	911	133
	1985-86.....	524	151	361	143	148	174	1,033	151
	1986-87.....	595	171	361	143	187	220	1,143	167
Williamsport	1981-82.....	336	100	52	100	88	100	476	100
	1982-83.....	364	108	80	154	96	109	540	113
	1983-84.....	394	117	72	138	110	125	576	121
	1984-85.....	388	115	77	148	97	110	562	118
	1985-86.....	370	110	99	190	112	127	581	122
	1986-87.....	394	117	89	171	105	119	588	124
Erie	1981-82.....	490	100	370	100	91	100	951	100
	1982-83.....	396	81	551	149	115	126	1,062	112
	1983-84.....	381	78	747	202	78	86	1,206	127
	1984-85.....	455	93	1,052	284	77	85	1,584	167
	1985-86.....	443	90	864	234	89	98	1,396	147
	1986-87.....	458	93	846	229	98	108	1,402	147
Allentown	1981-82.....	1,047	100	206	100	300	100	1,553	100
	1982-83.....	1,220	117	164	80	319	106	1,703	110
	1983-84.....	1,159	111	194	94	323	108	1,676	108
	1984-85.....	1,309	125	180	87	336	112	1,825	118
	1985-86.....	1,385	132	214	104	379	126	1,978	127
	1986-87.....	1,433	137	240	117	411	137	2,084	134
Butler	1981-82.....	263	100	283	100	53	100	599	100
	1982-83.....	236	90	325	115	72	136	633	106
	1983-84.....	221	84	352	124	79	149	652	109
	1984-85.....	247	94	230	81	84	158	561	94
	1985-86.....	249	95	170	60	79	149	498	83
	1986-87.....	228	87	185	65	82	155	495	83
Altoona	1981-82.....	322	100	163	100	60	100	545	100
	1982-83.....	327	102	237	145	68	113	632	116
	1983-84.....	330	102	263	161	62	103	655	120
	1984-85.....	347	108	251	154	59	98	657	121
	1985-86.....	326	101	357	219	72	120	755	139
	1986-87.....	311	97	353	217	72	120	736	135
Chester	1981-82.....	410	100	222	100	270	100	902	100
	1982-83.....	420	102	182	82	275	102	877	97
	1983-84.....	421	103	150	68	332	123	903	100
	1984-85.....	494	120	125	56	304	113	923	102
	1985-86.....	529	129	111	50	374	139	1,014	112
	1986-87.....	543	132	101	45	340	126	984	109
Agency Totals	1981-82.....	8,689	100	3,296	100	2,050	100	14,035	100
	1982-83.....	9,024	104	3,553	108	2,272	111	14,849	106
	1983-84.....	9,278	107	3,670	111	2,366	115	15,314	109
	1984-85.....	9,884	114	3,749	114	2,350	115	15,983	114
	1985-86.....	10,016	115	3,809	116	2,673	130	16,498	118
	1986-87.....	10,238	118	3,773	114	2,622	128	16,633	119

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## PROGRAM STATISTICS

**Table 14** shows the distribution of 4,312 cases actually released to parole supervision during FY 1986-87 by major offense category and major race category. White is defined as Caucasian and English speaking, while non-white includes all other persons. Approximately 41% of the inmates paroled were serving sentences for robbery or burglary.

**TABLE 14**  
**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 . . . . .	90	24	114	55	283	6.6%
Assault including VUFA . . . . .	223	33	191	42	489	11.3%
Robbery . . . . .	166	59	452	143	820	19.0%
Burglary . . . . .	506	123	242	91	962	22.3%
Drug Law Violation . . . . .	191	20	113	21	345	8.0%
Theft, RSP . . . . .	250	53	209	41	553	12.8%
Forgery & Fraud . . . . .	71	22	24	3	120	2.8%
Rape . . . . .	46	8	64	18	136	3.2%
Other Sex Offenses . . . . .	84	11	26	1	122	2.8%
Arson . . . . .	38	12	13	4	67	1.6%
Other Type Offense . . . . .	275	24	98	18	415	9.6%
<b>TOTALS</b>	<b>1,940</b>	<b>389</b>	<b>1,546</b>	<b>437</b>	<b>4,312</b>	<b>100.0%</b>

**Table 15** shows the total caseload population by major offense type. As of June, 1987, 33% of the total offender population were on parole for robbery or burglary.

**TABLE 15**  
**TOTAL CASELOAD BY OFFENSE TYPE AS OF JUNE 30, 1987**

Instant Offense Category	Board Parole Cases	County Special Probation Cases	County Special Parole Cases	Other States' Cases	Totals	Percent of Total
Homicides . . . . .	1,119	14	0	69	1,202	7.2
Manslaughter . . . . .	342	54	6	48	450	2.7
Assault . . . . .	755	237	60	153	1,205	7.2
VUFA, POW, etc. . . . .	108	68	13	98	287	1.7
Robbery . . . . .	2,199	152	27	192	2,570	15.5
Burglary . . . . .	2,053	453	94	269	2,869	17.3
Drug Law Violation . . . . .	699	339	41	545	1,624	9.8
Theft, RSP . . . . .	805	526	121	373	1,825	11.0
Retail Theft . . . . .	146	39	5	12	202	1.2
Forgery, Fraud . . . . .	208	89	17	86	400	2.4
Rape . . . . .	522	30	1	30	583	3.5
Other Sex Offense . . . . .	261	117	17	45	440	2.6
Arson . . . . .	166	52	5	23	246	1.5
Kidnapping . . . . .	37	2	0	14	53	0.3
Driving Under Influence . . . . .	97	323	271	234	925	5.6
Other Type Offenses . . . . .	721	515	85	431	1,752	10.5
<b>TOTALS</b>	<b>10,238</b>	<b>3,010</b>	<b>763</b>	<b>2,622</b>	<b>16,633</b>	<b>100.0</b>

## PROGRAM STATISTICS

**Table 16** gives a distribution of the total caseload within each district by the demographic characteristics of sex and race. As of June, 1987, approximately 92% or 15,283 of the total 16,633 cases were male, and the remainder 8% or 1,350 cases were female.

**TABLE 16**  
**TOTAL CASELOAD DISTRIBUTION BY OFFICE OF SUPERVISION,**  
**SEX OF OFFENDER, AND MAJOR RACIAL CATEGORY EFFECTIVE JUNE, 1987**

Districts	IN-STATE				OUT-OF-STATE				TOTAL SUPERVISED						Grand Total
	Male		Female		Male		Female		TOTAL SUPERVISED						
	White	Non-White	White	Non-White	White	Non-White	White	Non-White	White		Non-White		Total		
									Male	Female	Male	Female	Male	Female	
Philadelphia.....	667	3,345	41	164	272	324	31	61	939	72	3,669	225	4,608	297	4,905
Pittsburgh.....	1,083	1,039	100	109	172	54	31	4	1,255	131	1,093	113	2,348	244	2,592
Harrisburg.....	786	451	43	46	279	55	37	7	1,065	80	506	53	1,571	133	1,704
Scranton.....	828	50	77	1	147	10	29	1	975	106	60	2	1,035	108	1,143
Williamsport.....	406	29	42	6	85	5	14	1	491	56	34	7	525	63	588
Erie.....	984	184	108	28	78	9	10	1	1,062	118	193	29	1,255	147	1,402
Allentown.....	1,085	464	87	37	302	53	42	14	1,387	129	517	51	1,904	180	2,084
Butler.....	327	47	35	4	71	4	6	1	398	41	51	5	449	46	495
Altoona.....	576	29	58	1	65	1	6	0	641	64	30	1	671	65	736
Chester.....	351	267	17	9	242	57	34	7	593	51	324	16	617	67	684
AGENCY TOTALS	7,093	5,905	608	405	1,713	572	240	97	8,806	848	6,477	502	15,283	1,350	16,633

**Table 17** provides a distribution of the total caseload by legal type and race. As of June, 1987, 58% of the total caseload population was white, 40% were classified as black, and the remaining 2% were classified in other racial groups.

**TABLE 17**  
**TOTAL CASELOAD BY RACE AS OF JUNE 30, 1987**

Race	Board Parole Cases	County Special Probation Cases	County Special Parole Cases	Other States' Cases	Totals	Percent of Total
White.....	4,872	2,237	594	1,954	9,657	58.1
Black.....	5,146	724	164	569	6,603	39.7
Puerto Rican.....	161	24	1	64	250	1.5
Mexican.....	21	7	2	11	41	0.2
Other Spanish Speaking.....	17	4	0	9	30	0.2
Oriental.....	6	4	1	8	19	0.1
Indian.....	2	0	1	1	4	0.0
Asian.....	2	3	0	2	7	0.0
Not Elsewhere Classified.....	11	7	0	4	22	0.1
<b>TOTALS</b>	<b>10,238</b>	<b>3,010</b>	<b>763</b>	<b>2,622</b>	<b>16,633</b>	<b>100.0</b>

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TABLE 21

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

## PROGRAM STATISTICS

### C. SUPERVISION ACTIVITY AND OUTPUT

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







**Table 22** demonstrates average monthly supervision contacts by type and district as of June, 1987. Overall, there was an average of 17.6 office client contacts per month, 50 field client contacts per month, and 95.8 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 22  
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 .....	26.5	42.8	.53	96.6
Pittsburgh .....	11.8	41.7	.53	71.6
Harrisburg .....	22.0	48.3	.62	65.6
Scranton .....	8.7	51.1	.54	118.2
Williamsport .....	22.6	58.3	.89	110.7
Erie .....	19.8	76.0	.92	165.5
Allentown .....	13.2	58.8	.68	110.0
Butler .....	3.6	59.1	.96	105.2
Altoona .....	12.7	100.8	1.37	139.7
Chester .....	13.1	31.4	.45	62.8
<b>TOTALS</b>	<b>17.6</b>	<b>50.0</b>	<b>.65</b>	<b>95.8</b>

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

CHART D  
TRENDS IN TOTAL INVESTIGATIVE REPORTING

Year Ending	Trend Index	Total Investigations	Total Investigations					
			0	2,000	4,000	6,000	8,000	10,000
81/82	100	8,174						
82/83	111	9,065						
83/84	113	9,263						
84/85	116	9,496						
85/86	115	9,380						
86/87	180	9,682						

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*Includes investigation reports completed during July, August and September 1999 identified as out of state investigation reports*

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PRIMATE = PRM01 • CRUSTACEA = TAB06 • COELES = COE01 • INSECTA = INS01 • MAMMALIA = MAM01 • REPTILIA = REP01 • AVES = AVI01 • PISCES = PES01 • PLANTAE = PLA01 • FUNGII = FUN01 • PROTISTA = PRO01
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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.

The percentage of clients who continued in active supervision status or completed parole within one year of supervision was 87%. After two years of supervision, 73% of the clients continued or completed active supervision, and after three years of supervision the rate declined to 66%. Clients under continued/completed supervision status includes categories such as reporting regularly, absconders, unconvicted violators, maximum expirations, and deaths.

**TABLE 26**  
**AGGREGATE PAROLE OUTCOME FOR RELEASE**  
**COHORTS DURING LAST FIVE CALENDAR YEARS**

Release Year	1981-1985 First Year of Supervision		1980-1984 Second Year of Supervision		1979-1983 Third Year of Supervision	
	Number	Percent	Number	Percent	Number	Percent
Parole Failures:						
Recommitted Technical Violator Only . . . .	1,225	7.5	1,482	11.2	1,677	13.9
Recommitted Criminal Violator . . . . .	868	5.3	2,070	15.6	2,428	20.2
Total Parole Failures . . . . .	2,093	12.8	3,552	26.8	4,105	34.1
Continued/Completed Active Supervision . . .	14,252	87.2	9,702	73.2	7,919	65.9
<b>TOTAL COHORT POPULATION . . . . .</b>	<b>16,345</b>	<b>100.0</b>	<b>13,254</b>	<b>100.0</b>	<b>12,024</b>	<b>100.0</b>

**Table 27** displays the annual parole outcome results after three years of supervision of the 1979-83 aggregate cohort groups over a five-year period. The three-year continued/completed supervision rate dropped from 63% in 1982 to 61% in 1983; correspondingly, the recommitment rate increased from 37% to 39% during the same time interval.

TABLE 27  
TREND IN PAROLE OUTCOME AFTER  
THREE YEARS OF SUPERVISION

Year	Continued/Completed Active Supervision	Recommits
1979	74%	26%
1980	72%	28%
1981	67%	33%
1982	63%	37%
1983	61%	39%

## PROGRAM STATISTICS

PHILADELPHIA • PITTSBURGH • HARRISBURG • SCRANTON • WILLIAMSPORT • ERIE • ALLENTOWN • BUTLER • ALTOONA • CHESTER • CENTRAL OFFICE • RECOMMITMENTS • TECHNICAL PAROLE VIOLATOR • CRIMINAL PAROLE VIOLATOR • CRIMINAL & TECHNICAL PAROLE VIOLATOR • COHORT POPULATION • PERCENT OF TOTAL

**Table 28** provides a geographic distribution of supervision outcome for the 1985 state and county cases under Board supervision by district. The total cohort population accounts for nearly 100% of the total 6,222 cases released or accepted under Board supervision in 1985. The range in continued/completed active supervision by district was high (93%) in the Altoona and Butler districts and low (83%) in the Harrisburg district. Recommittment rates for convicted violators ranged from 2% in the Erie office to 6% in the Pittsburgh office. Recommittment rates for technical violators extended from 3% in the Altoona district to 12% in the Harrisburg district.

**TABLE 28  
ONE YEAR FOLLOW-UP SUPERVISION OUTCOME BY  
DISTRICT OFFICE FOR THE 1985 RELEASE COHORT**

District	Continued/Completed Active Supervision			RECOMMITMENTS									Cohort Population	Percent of Total
				Technical Parole Violator			Criminal Parole Violator			Criminal & Technical Parole Violator				
	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%		
Philadelphia.....	1,132	142	91.7	84	0	6.0	17	0	1.2	15	0	1.1	1,390	22.9
Pittsburgh.....	339	402	89.6	39	1	4.8	13	10	2.8	19	4	2.8	827	13.6
Harrisburg.....	330	43	82.7	52	3	12.2	10	0	2.2	12	1	2.9	451	7.4
Scranton.....	232	137	88.5	26	3	7.0	4	1	1.2	11	3	3.4	417	6.9
Williamsport.....	157	42	85.8	25	1	11.2	1	0	0.4	6	0	2.6	232	3.8
Erie.....	176	736	90.1	49	36	8.4	3	4	0.7	2	6	0.8	1,012	16.6
Allentown.....	517	65	92.4	30	1	4.9	7	2	1.4	7	1	1.3	630	10.4
Butler.....	94	99	92.8	6	2	3.8	0	0	0.0	3	4	3.4	208	3.4
Altoona.....	111	193	93.0	11	0	3.4	5	4	2.7	3	0	0.9	327	5.4
Chester.....	170	20	92.2	9	1	4.9	4	0	1.9	2	0	1.0	206	3.4
Central Office.....	323	55	99.7	1	0	0.3	0	0	0.0	0	0	0.0	379	6.2
TOTALS	3,581	1,934	90.7	332	48	6.3	64	21	1.4	80	19	1.6	6,079	100.0

**Table 29** provides an instant offense distribution of the 1985 release cohort's supervision performance. The largest proportion of cases within the 1985 one year follow-up group were on supervision for robbery or burglary at 32%. The highest proportion of cases by instant offense who continued or completed supervision after one year was for sex offenses other than rape and homicides, 96%. Burglary had the highest proportion of supervision failures with an 87% continued/completed supervision rate.

**TABLE 29  
ONE YEAR FOLLOW-UP SUPERVISION OUTCOME BY  
INSTANT OFFENSE CATEGORY FOR THE 1985 RELEASE COHORT**

Instant Offense	Continued/Completed Active Supervision			RECOMMITMENTS									Cohort Population	Percent of Total
				Technical Parole Violator			Criminal Parole Violator			Criminal & Technical Parole Violator				
	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%		
Homicides .....	279	9	95.7	8	0	2.6	2	0	0.7	3	0	1.0	301	5.0
Assault incl. VUFA .....	379	182	89.0	40	4	7.0	12	3	2.4	8	2	1.6	630	10.4
Robbery .....	782	58	90.1	67	2	7.4	10	2	1.3	11	0	1.2	932	15.3
Burglary .....	735	173	86.8	87	2	8.5	20	4	2.3	22	3	2.4	1,046	17.2
Drug .....	257	137	94.3	17	1	4.3	2	2	1.0	1	1	0.5	418	6.9
Theft, RSP .....	394	350	87.6	59	8	7.9	9	4	1.5	18	7	2.9	849	14.0
Forgery, Fraud.....	123	66	90.4	15	0	7.2	0	0	0.0	5	0	2.4	209	3.4
Forcible Rape .....	140	5	91.2	7	0	4.4	2	0	1.3	5	0	3.1	159	2.6
Other Sex Offenses .....	106	67	96.1	4	0	2.2	2	0	1.1	1	0	0.6	180	3.0
Arson.....	51	10	92.4	3	0	4.5	0	0	0.0	2	0	3.0	66	1.1
Other Type Offenses ...	325	874	94.0	25	31	4.4	5	6	0.9	4	6	0.8	1,276	21.0
Kidnapping .....	10	3	100.0	0	0	0.0	0	0	0.0	0	0	0.0	13	0.2
TOTALS	3,581	1,934	90.7	332	48	6.3	64	21	1.4	80	19	1.6	6,079	100.0

## PROGRAM STATISTICS

**Table 30** provides an age distribution of the 1985 release cohort's parole performance. Approximately 50% of the 6,079 cases within the 1985 one year follow-up group were between the ages of 20 to 29.

**TABLE 30**  
**ONE YEAR FOLLOW-UP SUPERVISION OUTCOME BY**  
**AGE AT RELEASE FOR THE 1985 RELEASE COHORT**

Age at Release	Continued/Completed Active Supervision			RECOMMITMENTS									Cohort Population	Percent of Total
				Technical Parole Violator			Criminal Parole Violator			Criminal & Technical Parole Violator				
	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%	State Cases	County Cases	%		
19 or Under . . . . .	67	107	89.7	7	1	4.1	2	5	3.6	3	2	2.6	194	3.2
20-29 years . . . . .	1,794	967	90.2	164	26	6.2	41	12	1.7	47	10	1.9	3,061	50.4
30-39 years . . . . .	1,230	500	90.0	129	16	7.5	18	3	1.1	20	7	1.4	1,923	31.6
40-49 years . . . . .	344	206	94.2	20	3	3.9	2	1	0.5	8	0	1.4	584	9.6
50-59 years . . . . .	115	103	93.6	11	2	5.6	1	0	0.4	1	0	0.4	233	3.8
60-69 years . . . . .	27	40	97.1	1	0	1.4	0	0	0.0	1	0	1.4	69	1.1
70 or Over . . . . .	4	11	100.0	0	0	0.0	0	0	0.0	0	0	0.0	15	0.2
TOTALS	3,581	1,934	90.7	332	48	6.3	64	21	1.4	80	19	1.6	6,079	100.0

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

**Table 31** shows a three year trend in client employment status. Unemployment among probationers and parolees who were able to work statewide declined from 30% in June, 1985 to 26% in June, 1987.

**TABLE 31**  
**CLIENT EMPLOYMENT STATUS ANNUAL COMPARISONS**

	June, 1985		June, 1986		June, 1987	
	Number	Percent	Number	Percent	Number	Percent
Total Able to Work .....	11,270	78.7%	12,260	78.4%	12,410	77.4%
Employed Full or Part Time .....	7,840	69.6%	8,720	71.1%	9,244	74.5%
Unemployed .....	3,430	30.4%	3,540	28.9%	3,166	25.5%
Total Unable to Work .....	3,054	21.3%	3,378	21.6%	3,618	22.6%
<b>Total Reporting</b>	<b>14,324</b>	<b>100.0%</b>	<b>15,638</b>	<b>100.0%</b>	<b>16,028</b>	<b>100.0%</b>

**Table 32** illustrates client employment status by district. Highest unemployment among available offenders in the labor force was found in the Pittsburgh district, where 43% of those able to work were unemployed.

**TABLE 32**  
**CLIENT EMPLOYMENT STATUS BY DISTRICT DURING JUNE 1987**

	Philadelphia	Pittsburgh	Harrisburg	Scranton	Williamsport	Erie	Allentown	Butler	Altoona	Chester	Agency Totals
<b>EMPLOYMENT STATUS</b>											
Employed Full or Part Time .....	2,394	1,155	1,128	741	383	694	1,430	246	437	636	9,244
% Employed .....	68.8%	57.3%	86.0%	86.5%	82.9%	70.2%	87.8%	65.1%	83.6%	83.0%	74.5%
Unemployed .....	1,087	860	183	116	79	294	199	132	86	130	3,166
% Unemployed .....	31.2%	42.7%	14.0%	13.5%	17.1%	29.8%	12.2%	34.9%	16.4%	17.0%	25.5%
Total Able to Work .....	3,481	2,015	1,311	857	462	988	1,629	378	523	766	12,410
Total Unable to Work .....	1,168	557	367	259	111	266	405	110	195	180	3,618
% of Total Reporting .....	25.1%	21.7%	21.9%	23.2%	19.4%	21.2%	19.9%	22.5%	27.2%	19.0%	22.6%
<b>Total Reporting in District .....</b>	<b>4,649</b>	<b>2,572</b>	<b>1,678</b>	<b>1,116</b>	<b>573</b>	<b>1,254</b>	<b>2,034</b>	<b>488</b>	<b>718</b>	<b>946</b>	<b>16,028</b>

## PROGRAM STATISTICS

**Table 33** illustrates income and other financial support by district for 1986. According to an annual client based survey consisting of 14,903 clients, average weekly income for all clients gainfully employed was \$215. This yields an estimated \$11,748,667 in total federal, state, and local tax revenues by working offenders under state supervision. Most districts have a 1% wage tax, however, the Philadelphia and Pittsburgh districts represent a higher percentage wage tax. These percentage differences were taken into account when computing state and local tax revenue for individual districts. Clients receiving other financial support shows 9% of the total client based population were on public assistance.

**TABLE 33  
INCOME, TAXES, AND PUBLIC ASSISTANCE BY DISTRICT FOR 1986**

	Philadelphia	Pittsburgh	Harrisburg	Scranton	Williams- port	Erie	Allentown	Butler	Altoona	Chester	Agency Totals
<b>INCOME AND TAXES</b>											
Average Weekly Income....	\$ 180	\$ 219	\$ 254	\$ 214	\$ 223	\$ 208	\$ 243	\$ 215	\$ 175	\$ 254	\$ 215
Estimated Annual Earnings Per Capita .....	\$ 8,984	\$ 10,950	\$ 12,704	\$ 10,704	\$ 11,156	\$ 10,415	\$ 12,125	\$ 10,764	\$ 8,734	\$ 12,717	\$ 10,729
Estimated Federal Tax Revenue.....	\$1,555,984	\$ 914,158	\$1,216,468	\$616,110	\$297,445	\$ 650,172	\$1,416,305	\$214,572	\$264,875	\$735,201	\$ 7,881,290
Estimated State and Local Tax Revenue.....	\$1,437,980	\$ 618,523	\$ 378,944	\$219,525	\$102,232	\$ 236,297	\$455,181	\$ 75,508	\$114,536	\$228,651	\$ 3,867,377
Estimated Total Tax Revenue	\$2,993,964	\$1,532,681	\$1,595,412	\$835,635	\$399,677	\$ 886,469	\$1,871,486	\$290,080	\$379,411	\$963,852	\$11,748,667
<b>PUBLIC ASSISTANCE</b>											
Able to Work.....	351	178	17	32	53	109	46	40	50	27	903
Unable to Work.....	152	79	16	29	9	37	45	13	43	19	442
<b>Totals.....</b>	<b>503</b>	<b>257</b>	<b>33</b>	<b>61</b>	<b>62</b>	<b>146</b>	<b>91</b>	<b>53</b>	<b>93</b>	<b>46</b>	<b>1,345</b>
<b>% of Total Reporting...</b>	<b>10.6%</b>	<b>12.5%</b>	<b>2.2%</b>	<b>6.3%</b>	<b>12.0%</b>	<b>11.5%</b>	<b>4.9%</b>	<b>12.0%</b>	<b>12.8%</b>	<b>5.5%</b>	<b>9.0%</b>

## DISTRICT OFFICES AND SUB-OFFICES

### ALLENTOWN DISTRICT OFFICE

Daniel J. Goodwin, District Director  
2703 Emaus Avenue  
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Telephone: (215) 821-6779

### Norristown Sub-Office

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Norristown, PA 19401  
Telephone: (215) 270-3455

### Reading Sub-Office

James N. Heil, Supervisor  
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625 Cherry Street  
Reading, PA 19602  
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Servicing Berks, Bucks, Lehigh, Montgomery, Northampton, and Schuylkill Counties

### ALTOONA DISTRICT OFFICE

Daniel S. Roberts, District Director  
Executive House, Room 204  
615 Howard Avenue  
Altoona, PA 16601  
Telephone: (814) 946-7357

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

### BUTLER DISTRICT OFFICE

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106 South Main Street  
Butler, PA 16003-0822  
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### Rochester Sub-Office

Jack L. Manuel, Supervisor  
504 Hull Street  
Rochester, PA 15074  
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Servicing Armstrong, Beaver, Butler, Clarion, Elk, Indiana, Jefferson, and Lawrence Counties

### CHESTER DISTRICT OFFICE

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Chester, PA 19013  
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Servicing Chester and Delaware Counties

### ERIE DISTRICT OFFICE

Robert C. Morrison, District Director  
402 G. Daniel Baldwin Building  
1001 State Street  
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### Mercer Sub-Office

Robert J. Franz, Supervisor  
P.O. Box 547  
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Servicing Crawford, Erie, Forest, McKean, Mercer, Venango, and Warren Counties

### HARRISBURG DISTRICT OFFICE

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Harrisburg, PA 17110  
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### Lancaster Sub-Office

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### York Sub-Office

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130 North Duke Street  
York, PA 17401  
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Servicing Adams, Cumberland, Dauphin, Franklin, Juniata, Lancaster, Lebanon, Perry, and York Counties

### PHILADELPHIA DISTRICT OFFICE

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### Haddington Sub-Office

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### Kensington Sub-Office

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### Tioga Sub-Office

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### East End Sub-Office

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### SCRANTON DISTRICT OFFICE

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### WILLIAMSPORT DISTRICT OFFICE

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