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# Annual Report of the Monroe County PROBATION DEPARTMENT



113578

U.S. Department of Justice  
National Institute of Justice

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ACQUISITIONS

1987

Thomas R. Frey  
County Executive

W. Douglas Call  
Director of Public Safety

Robert J. Dunning  
Director of Probation

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## DEDICATION

### GEORGE FREDERICK - UNITED WAY'S VOLUNTEER OF THE YEAR

George Frederick's full-time vocation since 1975 has been to work as a Volunteer Probation Officer.

In his assignment with Probation's Employment Program (PEP), George works with unemployed probationers. Many need training, education, a boost in confidence and motivation to become employable. In his program of job-readiness, George provides counseling on all of this and more. He goes the extra mile. He enrolls many of his clients in high school equivalency programs and vocational training classes while acting as advocate for others with agencies which provide skills training and apprenticeships. George cares for his clients and treats them as human beings. He laughs with them and rebukes them. He works tirelessly with them and for them.

Over the past 12 years, George has worked with more than 3,000 unemployed probationers, helping many of them turn their lives around. This is proven by their ability to get a job and more importantly, their ability to KEEP a job. Many return to speak with pride about this change in their lives and always there is a demonstration of special warmth for this man who got them started and who believed in them. That kind of dedication earned George Frederick the prestigious annual Rochester Area Volunteer Excellence (RAVE) Award, sponsored by the United Way of Greater Rochester. This award honors one individual an "unsung hero or heroine" who has given sustained, consistent, and effective service to the volunteer sector of Rochester. To be selected as the winner of this award is a great honor. To be selected from a slate of 60 nominees is a rare tribute.

The Monroe County Probation Department joins with United Way in recognizing the time and effort George so generously gives to those who need him. We are grateful to George and to his favorite philosophy,

"You can die an inch at a time,  
Or live an inch at a time.  
I'd rather live."

George's choice is our gain.

George is legally blind.

ANNUAL REPORT

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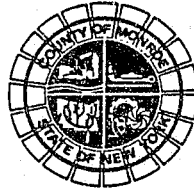
THIS REPORT REFLECTS THE  
WORKINGS OF THE ENTIRE  
STAFF OF THE MONROE COUNTY  
PROBATION DEPARTMENT.



ROBERT J. DUNNING  
DIRECTOR OF PROBATION

# County of Monroe

Thomas R. Frey  
County Executive



ROBERT J. DUNNING  
DIRECTOR  
716 428-5765

## Probation Department

Hall of Justice • Civic Center Plaza • Rochester, N.Y. 14614

July 6, 1988

Thomas R. Frey  
County Executive  
110 County Office Building  
Rochester, New York 14614

Dear Mr. Frey:

Each year, the Monroe County Probation Department produces a report of its activities. This document contains a description of Probation's mission, services, programs and activities. It also contains comparative statistics and graphs which illustrate the demand for Probation services and continue to indicate that these are on the rise.

As in any system, when one component becomes overloaded, others within the system are affected. This occurred in the early 1980's when prison overcrowding was identified as the major problem within the Criminal Justice System. It was soon recognized that Probation was the most viable and major alternative to incarceration.

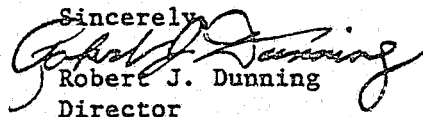
Aware of the immediate need to respond, the Monroe County Probation Department was among the first to develop alternative and special programs. Alternative programs were designed to provide intensified Probation services for offenders who otherwise would receive jail sentences. Special programs were developed in attempts to stem repeat offenses. Success led to the increased use of Probation as a sentencing option.

Publishing an activities report over the years serves many purposes for many people. It is broad in scope and explains the practice of Probation as it is presently administered in Monroe County. For this reason, it is provided as an added service. Departmentally, it serves as a chronicle of the ever-changing and ever-expanding role of Probation. Specifically, it represents the history of Probation in a given year. Therefore, it is maintained as a matter of record as well as an expedient reference and resource document.

I am proud to submit this report to you and to state that this Department has progressed with society's changing needs. I am equally proud of the result - Probation's renewed recognition and visibility within the system of Criminal Justice.

In keeping pace with Probation's progress, I look forward to continuing the delivery of Probation's expanded services and in strengthening the work of this Department. To this end, I acknowledge with gratitude the work of the entire Probation staff. I also express my gratitude to the County Executive and other members of the Administration, to the County Legislature and to the State Division of Probation and Correctional Alternatives.

Thank you.

Sincerely,  
  
Robert J. Dunning  
Director

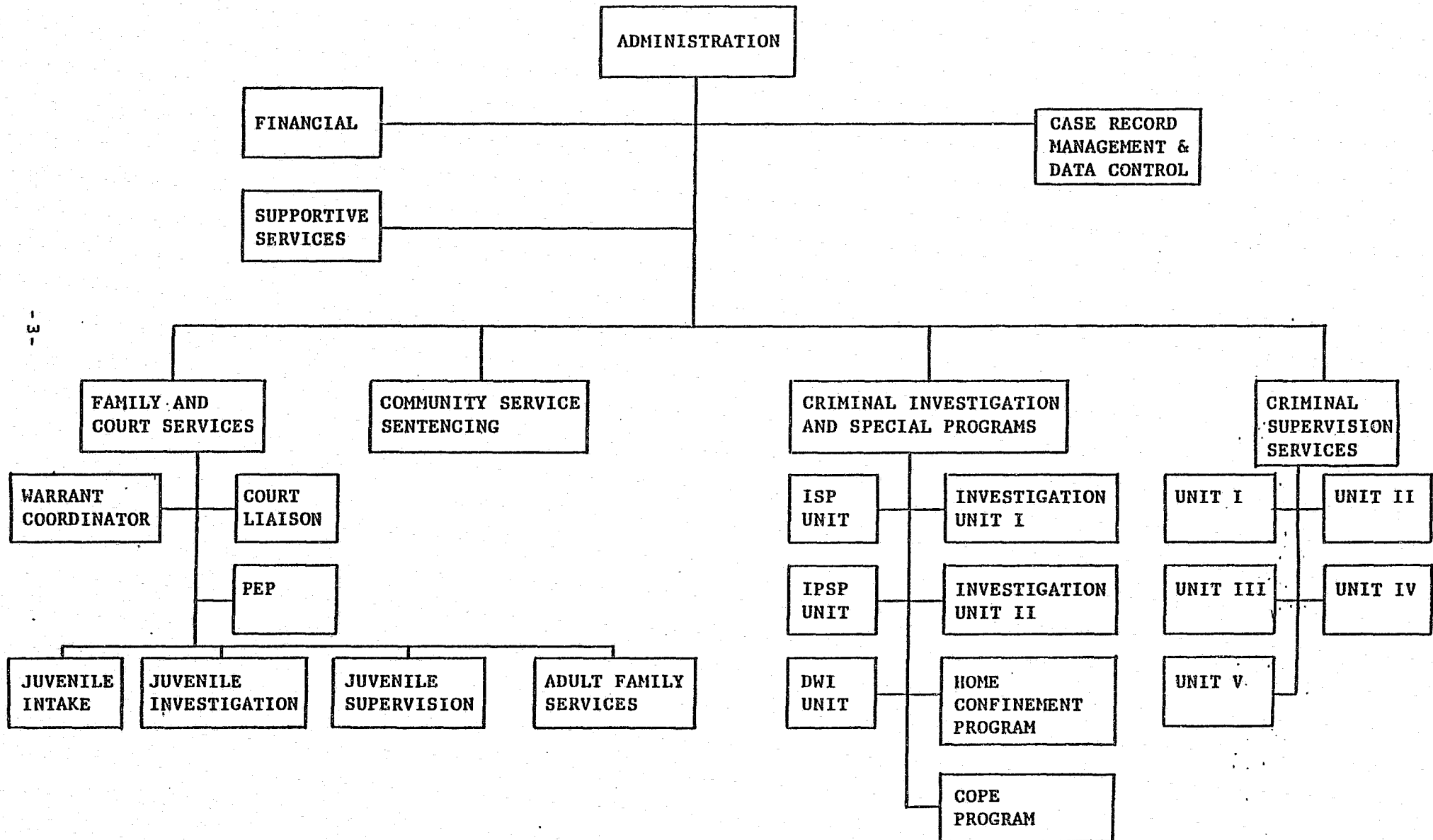
### MISSION STATEMENT

THE MONROE COUNTY PROBATION DEPARTMENT IS A SERVICE WITHIN THE CRIMINAL JUSTICE SYSTEM WHICH PROTECTS THE COMMUNITY AND PROMOTES ITS WELFARE AND INTERESTS BY FOCUSING ON OFFENDERS AND THE IMPACT OF THEIR BEHAVIOR ON THE COMMUNITY.

### OBJECTIVES:

- ... To assist the Court in decision-making by providing accurate and relevant information.
- ... To enforce the orders of the Court and notify the Court of cases of non-compliance.
- ... To provide or identify services and programs that afford opportunities for offenders to become law-abiding.
- ... To collaborate with other agencies in developing crime and delinquency prevention programs.
- ... To provide alternatives to traditional Court processing for appropriate persons.
- ... To acquaint the public with the scope of Probation services and respond to their needs and concerns.
- ... To further the administration of fair and individualized justice.

MONROE COUNTY PROBATION DEPARTMENT



MONROE COUNTY PROBATION DEPARTMENT STAFF

DIRECTOR OF PROBATION

ROBERT DUNNING

DEPUTY DIRECTOR

MARY BLOOM

ASSISTANT DIRECTOR OF ADMINISTRATION

THOMAS GIBSON

ASSISTANT PROBATION DIRECTOR IV

AUDREY FANNING  
JOSEPH MARCUCCI  
RICHARD VANAUKER

PROBATION SUPERVISOR

GEORGE BARRETT  
NED BERGSTRESSER  
JOHN BUCKLEY  
SARA FASOLDT  
GEORGE GROWNEY  
MARGARET HENDERSON  
THOMAS LONG  
RONALD MARANG

JOAN MITCHELL  
WILLIAM MUTO  
RENE PARTHOENS  
MARYE SCOVILLE  
JOHN TRACY  
LAWRENCE WILSON  
JOHN WOOD  
LEONOR ZINGARELLA

PROBATION FAMILY SERVICES COORDINATOR

JEANNETTE MINKOFF, PH.D.

SENIOR PROBATION OFFICER

LEWIS BARONE  
JAMES CLARK  
BONNIE CLOCKSIN  
ROBERT COUGHLIN  
SANDRA CRUMP  
LARRY DEBELLIS (Resigned 04-87)  
JOHN DIEHL  
HAROLD FANNING  
ALBERT FRANCIONE  
CHRISTINE HINDS  
ROBERT HUSSEY  
JOHN KARP  
WILLIAM KULP

MICHELLE LEE  
MARY PANE  
EDWARD PETROVICK  
HARRY REISS, JR.  
BERNICE RINEBOLD  
SUSANNE ROSE  
JEANNE ROWE  
JOHN SANFILIPPO  
JOSEPH SHARP  
DONALD SIMKIN  
ANN MARIE STEELE  
WILLIAM STEWART  
FRANCES TORTORA (Resigned 12-87)



PROBATION OFFICER

PHILIP ALFIERI  
KARON BALCH  
JANE BALL  
LESLIE BARNES  
PATRICIA BARRETT  
DARIA BOUR  
JANET BRUCE  
LEE ANN BURKHARDT  
DOUGLAS CALIRI  
LAURA CANORI  
ANNETTE CATHEY  
CAROL CHAPMAN  
ANTHONY CITINO  
STEVEN CLEVELAND  
TIMOTHY COOK  
SAM CORDARO  
DOROTHY FAIT  
DENNIS FROELICK  
LAUREL FULLER  
ANNE GALBO  
JOHN GARDNER  
BERNADETTE GIAMBRA  
ROSEMARY GLASER  
ANNE GOEWY  
GARALEE GREENWALD  
JOANNE GUARNERE  
HERBERT HAMM  
GAIL HATZ  
HELEN HENCKE-DENNISON  
JEAN HORTON  
ERNESTINE HUNT  
DEBORAH JONES-BASSEGIO  
JEANE KENNEDY  
JOANNE KIRKPATRICK  
ALAN KLEE  
MICHAEL KOSCIOL, JR.  
ANNE KRUTELL  
ROCHELLE LEMPert  
DAVID LORENZO  
KEVIN LYONS (Resigned 08-87)  
JEROLD MARAPESE  
JAMES MAVILLE

TODD MCCARTHY  
SANDRA MIGLIORE  
MARK MINK  
DAVID NACCA  
ROGER NALLY  
SUZANNE OLEKSYK  
MAURA PALLESCHI  
MICHAEL PAPAPIETRO  
JOHN PEERS  
DAVID POMEROY  
CARIL POWELL-PRICE  
RICHARD PRESSLEY  
LAWRENCE PRESTON  
DANIEL QUILTY  
MARY ELIZABETH REA  
SALLY READ  
KAREN REDFOOT  
RAYMOND RICE  
MAUREEN ROBERTS  
DANIEL ROMERO  
IGNATIUS ST. GEORGE  
LAWRENCE SANAGURSKY  
NANCY SHAFFER  
ROGER SMITHGALL  
GAIL SOFIA  
LORRAINE SPONHOLZ  
BARBARA SULLIVAN  
PATRICIA SUTTON  
ROBERT TAPOGNA  
MARY TERRY  
MICHAEL THOMAS  
RAYMOND TRANELLA, JR.  
RONALD TROVATO  
GAIL TURZILLO  
JAY TURZILLO  
STODDARD VAIL  
JEAN VANINGEN  
JAMES VOLPONE  
MARK WARTH  
DOUGLAS WILLIS  
DOUGLAS WILSON  
JEFFREY ZORNOW

PROBATION OFFICER TRAINEE I

DOUGLAS NORRIS

VOLUNTEER PROBATION OFFICER

RUTH BERLOVE  
GEORGE FREDERICK  
JOAN SHULMAN

SENIOR RESEARCH ANALYST

DOMINIC PANE

SUPERVISING ACCOUNTANT

DAVID PIERCE

ADMINISTRATIVE ASSISTANT

G. DOLORES PEZZULO

CLERK I

DOREEN BLEIER  
MARY CERASUOLO  
GENEVIEVE DOMALSKI (Resigned 05-87)

COMMUNITY SERVICE SENTENCING ASSISTANT COORDINATOR

DONNA STRUTYNSKI

PROBATION COURT ATTENDANT

MARY SANTORE

STENOGRAPHER/SECRETARY

TERESA HANNAN  
JANET HASELEY

CASHIER II

MARY ANN SANAGURSKY

CLERK II

GERRY CAMPBELL  
LOIS LOGAN  
KAREN MAHNS

BARBARA O'CONNOR  
WILLIAM PECK  
DONETTE SCOTT-YOUNG

COMMUNITY SERVICE SENTENCING PROGRAM ASSISTANT

LAUREN FOLAND  
GRETCHEN HILL

GARY WINTERMAN  
DOROTHY YOPP (Resigned 05-87)

CONTROL CLERK

DIANA MUSTARDO

PROBATION ASSISTANT (PART-TIME)

CHARLOTTE BROWN  
ANTHONY FIANO

SENIOR STENOGRAPHER

LINDA AGNESS  
KAREN ALFIERI  
JULIETTE BAXENDALE  
FRANCES BITSKO (Resigned 07-87)  
CARMELLA CLARK  
ROXANNE COX

ANN IWASIW  
LISA JANKOWSKI  
FRANCES LOMBARDO (Resigned 06-87)  
MARJORIE MCNEIL  
SHARON SCIARRATTA  
BARBARA SHEA

ACCOUNT CLERK

CYNTHIA BLEIER  
EILEEN MCDONALD

CLERK III

CATHERINE ANDERSON  
CONNIE BECOATS  
LAVENIA BOUIE  
DOLORES BROTHERS  
LORRAINE DENNANY

CAROL FRANK  
CAROLE HOCHMAN  
SUE NIELSON  
ELAINE SMITH  
NANCY VELARD

RECEPTIONIST

MARY DILUGLIO

STENOGRAPHER

JOANNE CAPO  
JOANNE SAUNDERS  
BARBARA STATT (Resigned 09-87)

CLERK-TYPIST

MARY ANN BENFANTE  
CHERYL VITALE

## FAMILY AND COURT SERVICES DIVISION

The Family Services Division is responsible for all proceedings relative to families and children ranging in age from 7 to 16. It is composed of four sections described below. Court Liaison Services is responsible for the flow of material to and from the Courts; this is also described below.

### FAMILY SERVICES - ADULT FAMILY SERVICES UNIT

This section combines several functions. Access to Family Court is provided for adults who are victims of spousal abuse or other family abuse by filing Family Offense Petitions, requesting new Orders of Protection or violations of existing Orders. Court-ordered conciliation counseling is available as well as referrals to other community agencies for service.

The unit also handles complex child support matters by referring petitioners to the Child Support Enforcement Unit and by preparing petitions to enforce Supreme Court support orders and to modify Family Court orders on behalf of respondents. When both parties are in accord, Stipulations and Agreements are negotiated and drafted.

In-depth social investigations are conducted under the supervision of a clinical psychologist to assist the Supreme, Family and Surrogate Courts in deciding disputed custody, visitation and guardianship matters.

### FAMILY SERVICES - JUVENILE INTAKE UNIT

The Juvenile Intake Unit receives Person In Need of Supervision (PINS) complaints and Juvenile Delinquency (JD) complaints from the community. PINS complaints are received primarily from parents and schools. They are screened for jurisdiction, assessed for service needs and offered either an agency referral, supervision at Intake, counseling through a PINS Diversion Contract Agency or a Court Petition. Delinquency complaints are processed on Detention matters and Appearance Ticket referrals from police. Each delinquency case is screened and victims are contacted for input and determination of restitution. If appropriate, Probation monitoring services are offered up to four (4) months. Cases which cannot be diverted for service are referred to the Presentment Agency for Petition. Upon request, the unit also provides special services such as Consent to Marry Investigations and Mental Health Referrals for Family Court.

# FAMILY SERVICES INTAKE

	<u>1986</u>				<u>1987</u>			
<u>Number of Cases</u>	<u>JD</u>	<u>PINS</u>	<u>ADULTS</u>	<u>TOTAL</u>	<u>JD</u>	<u>PINS</u>	<u>ADULTS</u>	<u>TOTAL</u>
Carried Over From Previous Year	137	125	5	267	139	110	0	249
Opened	911	885	3197	4993	1023	825	2738	4586
TOTAL	1048	1010	3202	5260	1162	935	2738	4835
 <u>Final Action</u>								
Referred to Petition	439	214	1636	2289	441	250	1733	2424
Terminated Without Adjustment	0	173	1500	1673	0	169	977	1146
Adjusted	397	356	36	789	476	282	27	785
Terminated - Referred To Petition	73	157	30	260	106	120	0	226
Pending End of Year	139	110	0	249	139	114	1	254
TOTAL	1048	1010	3202	5260	1162	935	2738	4835

## FAMILY SERVICES - JUVENILE INVESTIGATION UNIT

This section conducts social investigations for Family Court with recommendations for disposition on Person In Need of Supervision and Juvenile Delinquency matters. In addition to interviewing youths, parents, victims and individuals significant to the youths, reviews are made of school, police, mental health and other community agency records. If out-of-home placement is indicated to meet the needs of the youth, such resources are explored. Investigations must be completed within the time frame designated by law and must be client-specific to meet the best interests of the youth as well as protection of the community.

FAMILY SERVICES INVESTIGATIONS

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
<u>Investigations Ordered</u>				
JD	251	262	213	247
PINS	290	266	206	217
Adult/Custody	239	261	271	178
Supplemental	115	126	117	100
Other	<u>34</u>	<u>7</u>	<u>20</u>	<u>82</u>
TOTAL	929	922	827	824

Investigations Completed

JD	262	253	224	232
PINS	281	285	211	200
Adult/Custody	251	255	247	193
Supplemental	114	121	117	93
Other	<u>43</u>	<u>14</u>	<u>18</u>	<u>84</u>
TOTAL	951	928	817	802

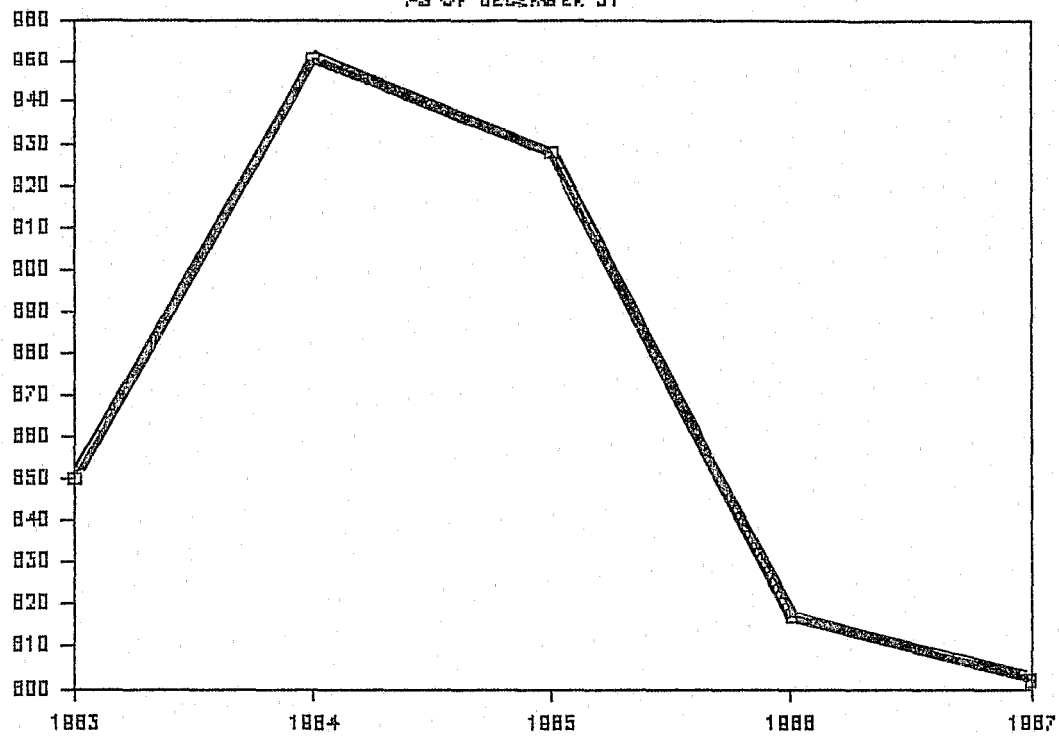
Pre-Dispositional  
Supervision Orders

JD	96	103	92	103
PINS	<u>177</u>	<u>166</u>	<u>159</u>	<u>132</u>
TOTAL	273	269	251	235

<u>Information Only</u>	2712	3202	5001	5310
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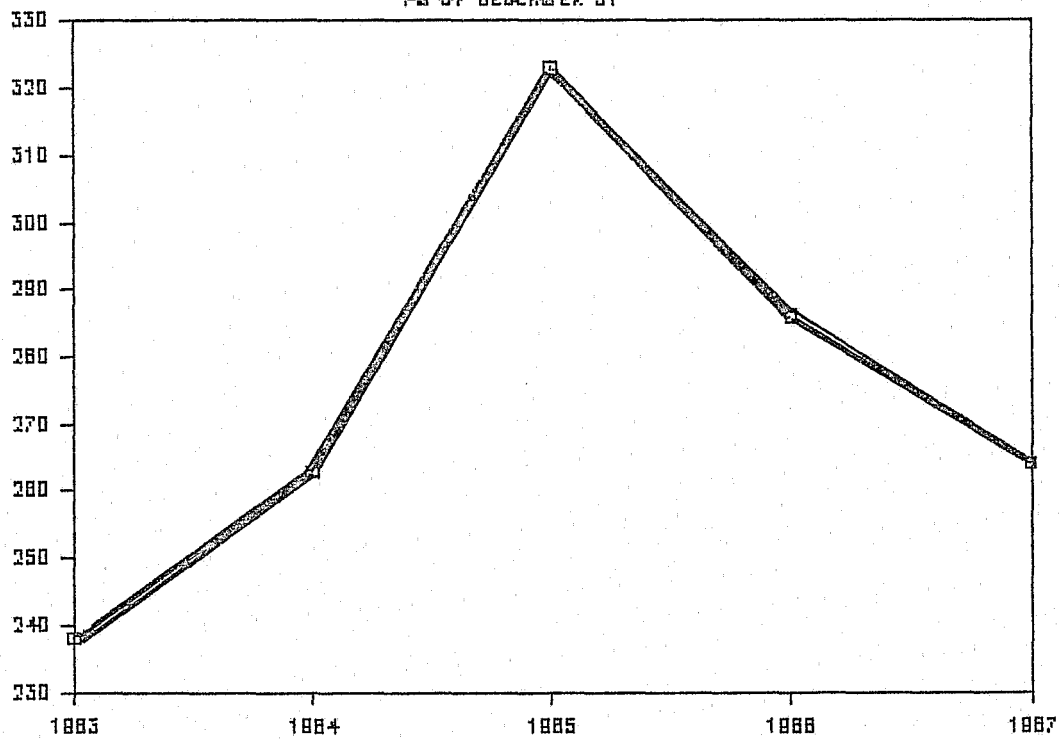
## FAMILY SERVICES INVESTIGATIONS

AS OF DECEMBER 31



## FAMILY SERVICES SUPERVISION CASES

AS OF DECEMBER 31



## FAMILY SERVICES - JUVENILE SUPERVISION UNIT

This section supervises youths adjudicated as Persons in Need of Supervision or Juvenile Delinquents who are placed on probation by Family Court. The intensity and type of supervision is tailored to the needs of the client as well as the identified treatment plan. In addition to scheduled counseling visits at the office, home and school, the supervising officer makes agency referrals and monitors probation plans developed to comply with Court-ordered conditions of probation, including collection of restitution. In addition to meeting the needs of the youth and acting as a child advocate, much work is done with parents, urging them to develop more effective parenting skills.

Appropriate actions are maintained on active supervision cases; namely, early discharge requests and violation of Probation proceedings. Often violations of Probation involve further planning efforts, including arranging for out-of-home placements at various levels of care and testifying in Court to support the violation and recommendation for disposition.

In addition, the Department has been awarded a grant to implement an Intensive Supervision Program. The goal of this program is to provide cost-effective alternatives to juvenile detention and institutionalization. The program is described in the Special Programs section.

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### FAMILY SERVICES CLIENT PROFILE - 1987

#### Family Court Supervision Cases received during the year

JD	107
PINS	<u>103</u>
TOTAL	210

	<u>Male</u>	<u>Female</u>	<u>Total</u>
<u>JD</u>			
13 and under	18	5	29
14 - 15	61	8	69
16 and over	<u>15</u>	<u>0</u>	<u>15</u>
TOTAL	94	13	107

<u>PINS</u>			
13 and under	6	7	13
14 - 15	27	53	80
16 and over	<u>6</u>	<u>4</u>	<u>10</u>
TOTAL	39	64	103



JUVENILE VIOLATIONS

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
<u>Violations Filed</u>				
New Petition	1	0	0	0
Absconded	9	1	0	1
Technical	<u>111</u>	<u>61</u>	<u>70</u>	<u>49</u>
TOTAL	121	62	70	50
 <u>Violations Disposed</u>				
Withdrawn/Dismissed	47	26	25	7
Probation Continued/Modified	21	22	21	22
Probation Revoked/Placed	45	8	21	28
Probation Revoked/Discharged	<u>0</u>	<u>0</u>	<u>1</u>	<u>3</u>
TOTAL	113	51	68	60

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FAMILY SERVICES SUPERVISION

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Cases as of January 1	238	263	323	286
Total Supervision Ordered	<u>244</u>	<u>266</u>	<u>227</u>	<u>214</u>
SUBTOTAL	482	529	550	500
Less Closed Cases				
Maximum Expiration	75	118	176	141
Early Discharge	70	21	22	34
Discharge Due to New Adjudication/Revocation of Probation	71	65	64	58
Transfer-Out	4	3	3	3
Prior Year's Adjustment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Cases as of December 31	262	322	285	264

## COURT LIAISON SERVICES UNIT

This Unit is responsible for the flow of material to and from the Courts relative to requests for services, and for intra-agency transfer of materials to and from all levels of staff and the Department's Case Record Management Unit. Issues and problems are resolved on an individual basis through ongoing interfacing with all Courts. In addition, this Unit is responsible for the Warrant Coordinator, a position implemented in January 1984. The Warrant Coordinator monitors an average caseload of 190 Violation of Probation cases transferred from Criminal Supervision Units, with Warrants and Bench Warrants outstanding six months or more. Assistance is also provided to staff relative to active Warrant cases. Of utmost importance is the ongoing coordination and communication between the Department and area Police agencies.

A special program under Court Services auspices is the Probation Employment Program (PEP). The primary goal of this program is to enhance the opportunities of the unemployed and underemployed probationer to become a more productive member of the community by providing screening, referral and counseling services. The Warrant Coordinator and PEP program are described later in this report in the section captioned "Special Programs."

Court Services is also responsible for the coordination and supervision of a complement of eight Red Cross Volunteers who assist in the initial interviewing of clients referred by the Courts for Pre-Sentence Investigations and those sentenced to Probation Supervision.

## CRIMINAL INVESTIGATION DIVISION

The Criminal Investigation Division conducts Pre-Plea and Pre-Sentence Investigations and prepares written reports on defendants referred by Supreme, County, City and Town/Village Justice Criminal Courts.

As prescribed by the Criminal Procedure Law, the Court must order a Pre-Sentence Investigation on all offenders convicted of felonies, defendants sentenced to probation, matters involving youthful offender adjudications, and persons convicted of misdemeanors who will receive a term of incarceration of more than 90 days. In addition, this division provides investigative responses and reports to special Intra/Inter-State requests, and in accordance with the Corrections Law, compiles reports to the Courts stemming from certain convicted offenders who make application for Certificate of Relief from Disabilities.

The Pre-Sentence Investigation is a succinctly written document which provides objective, impartial, relevant and verified material. It is designed to assist the Court in the decision-making process of rendering a disposition on a particular case. The scope of the investigation addresses the defendant's vital statistics, legal (arrest/Court) history, circumstances of the instant offense, victim's statement, restitution, family situation, educational achievements, employment and economic status, physical and mental condition and the offender's potential for crime-free behavior.

A properly prepared report serves many purposes. It evolves from a comprehensive and interpretative investigation leading to a supportive sentencing recommendation to the Court. It is used as a tool for rehabilitative services by probation supervision officers, and it is also used by the Department of Corrections should incarceration become necessary. In terms of overall utilization, the probation Pre-Sentence Report becomes the basic working document of the Correctional Service System.

The impact of Probation's report/recommendation to the Court makes investigators potential Change Agents who not only must consider surface facts which can be seen and measured, but who must also deal with intangibles such as motivation and emotion. The importance of reports is the diagnostic approach which could lead to corrective and enlightened supervision and treatment.

In terms of the current needs of the Criminal Justice System in relationship to the bulging population of local jails and correctional facilities, additional emphasis is being placed on probation resources to provide viable alternatives to incarceration. In addition to structuring sanctions in the probation program, community-based treatment programs are utilized to meet the identified needs of clients.

Based upon yearly statistical reports, in 1987 Probation received another record-setting number of requests for Criminal Investigations: 4,578 ordered and another record-setting number - 4,483 - completed. These figures represent a 7.4% increase in reports ordered and a 4.7% increase in reports completed over the previous year.

Through the investigative screening process, probation-eligible defendants are able to be categorized for consideration by the Sentencing Courts, for placement into one of the Department's Special Programs: Intensive Supervision/Alternative Sentencing Program (ISP/ASP), Intensive Probation Services Program (IPSP) and Driving While Intoxicated Felony Supervision (DWI). These programs are described in this report in the section captioned "Special Programs."

#### CRIMINAL INVESTIGATIONS ORDERED

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Felony	927	1040	1214	1279
Misdemeanor	1688	1980	2137	2395
Supplemental Felony	105	103	180	166
Supplemental Misdemeanor	110	111	160	171
Certificate of Relief Felony	14	33	18	23
Certificate of Relief Misdemeanor	3	4	16	5
Other (Transfers/Specials)	<u>363</u>	<u>424</u>	<u>541</u>	<u>539</u>
TOTAL	3210	3695	4266	4578

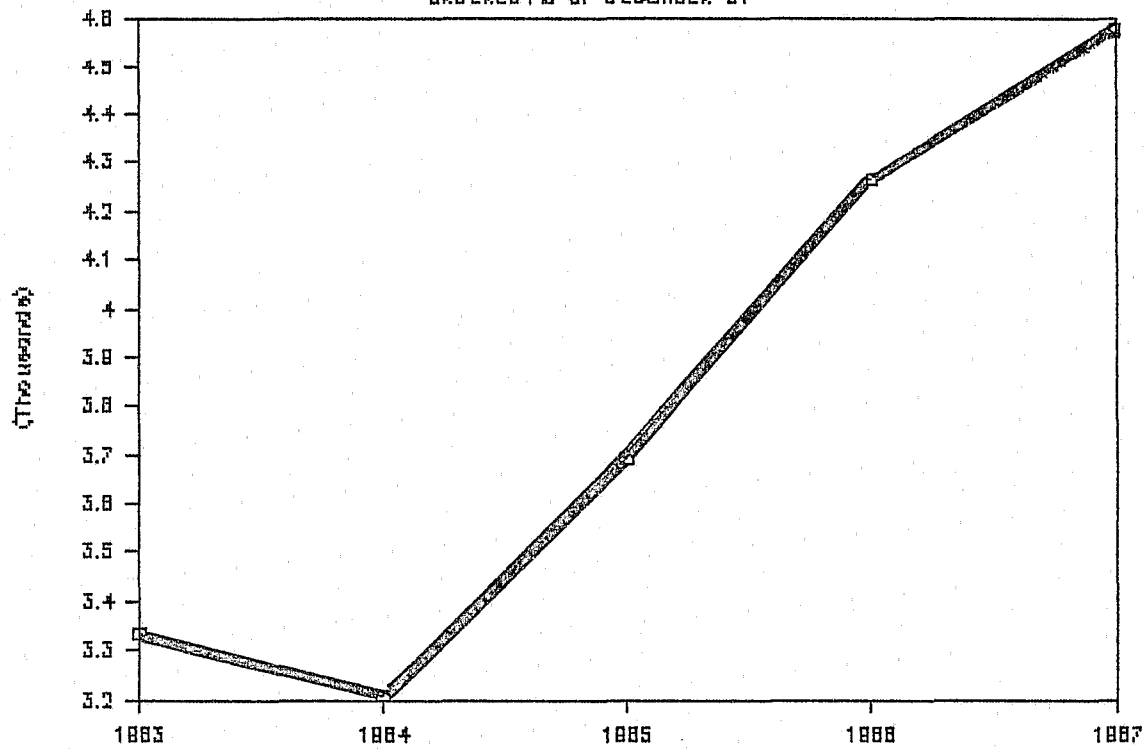
<u>COURT</u>	<u>Percent</u>	<u>Number</u>
Supreme Court	11.9%	539
City Court	10.4%	477
County Court	28.9%	1325
Town Court	27.9%	1280
Other (Transfer and Special)	<u>20.9%</u>	<u>957</u>
TOTAL	100.0%	4578

CRIMINAL INVESTIGATIONS COMPLETED

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Felony	929	1033	1202	1251
Misdemeanor	1662	1925	2180	2349
Supplemental Felony	96	108	172	163
Supplemental Misdemeanor	106	105	158	171
Certificate of Relief Felony	14	32	17	23
Certificate of Relief Misdemeanor	1	5	17	6
Other (Transfers/Specials)	<u>390</u>	<u>400</u>	<u>537</u>	<u>520</u>
TOTAL	3198	3608	4283	4483

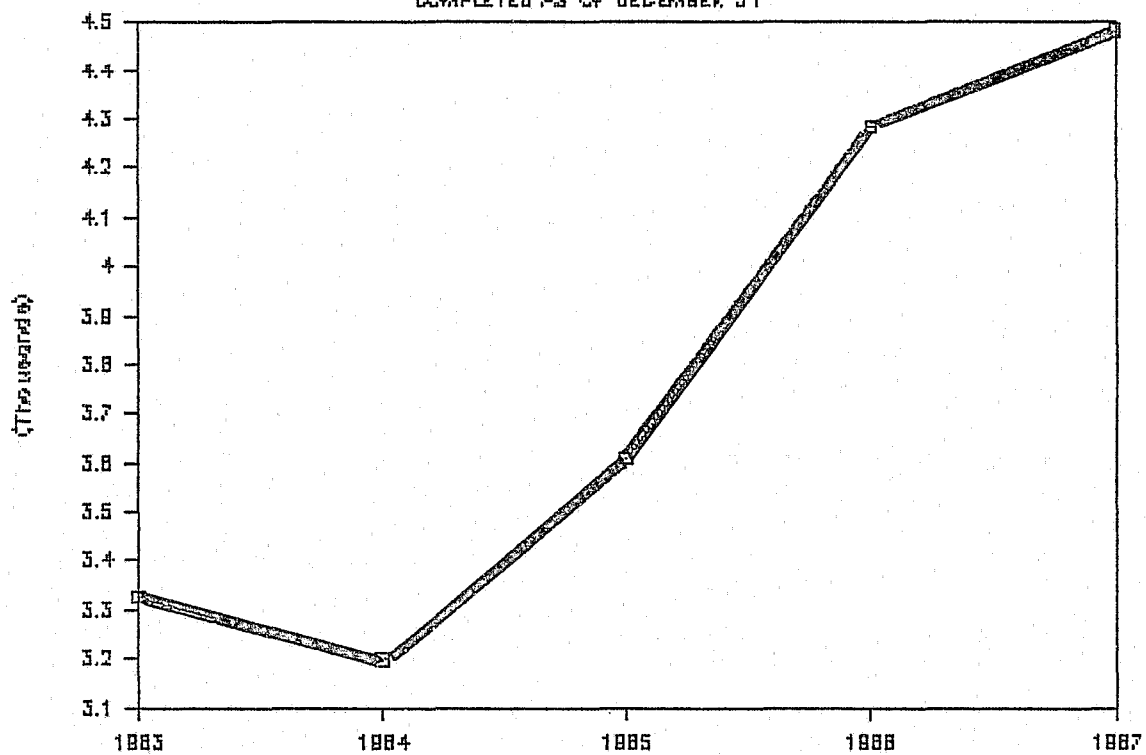
# CRIMINAL INVESTIGATIONS

ORDERED AS OF DECEMBER 31



# CRIMINAL INVESTIGATIONS

COMPLETED AS OF DECEMBER 31



CRIMINAL COURT SUPERVISION DIVISION  
SUPREME, COUNTY, CITY AND JUSTICE COURTS

Criminal Court Probation Supervision is one of the sentences available to the Courts subsequent to the conviction of an offender. The Criminal Supervision Division is responsible for supervising criminal probationers except for identified and selected clients who are placed in the Department's specially designed programs: Intensive Supervision Program, Intensive Probation Services Program and the Driving While Intoxicated Felony Supervision Program. While under a sentence of probation, the offender, by law, remains under the legal custody of the Court.

Functions of the Criminal Supervision Division involve establishing a workable relationship with the client, providing an effective system for monitoring the probationer's compliance with the Order and Conditions of Probation, identifying the needs of the client, and making appropriate referrals to community resources in an effort to arrange specialized treatment services. The Conditions of Probation are individually developed to aid and encourage the offender with his/her adjustment for independent, law-abiding living and also to provide a high level of public safety and protection for the community. The Sentencing Court is notified as to any serious non-compliance with the Order of Probation and in the event the probationer is arrested for a new offense.

Based upon a Risk Assessment instrument, supervision caseloads undergo a differential classification process which categorizes probationers according to the intensity or level of supervision contacts required.

Probation continues to be sensitive and concerned about crime victims and their rights. In terms of services to victims, considerable resources have been expended into the collection of restitution. (See chart on page 22.)

In comparing the supervision total caseload statistics of 1986 - 4,109 probationers - with 1987 - 4,358 probationers - an increase of 6% in the workload is noted.

CRIMINAL SUPERVISION

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Cases as of January 1	3594	3521	3923	4326
Total Supervision Ordered	<u>1620</u>	<u>1919</u>	<u>2166</u>	<u>2212</u>
SUBTOTAL	5214	5431	6089	6538
Less Closed Cases				
Maximum Expiration	645	462	518	478
Early Discharge	709	654	763	991
Revocations	263	305	379	383
Transferred-out	<u>76</u>	<u>87</u>	<u>103</u>	<u>99</u>
Total Cases as of December 31	3521	3923	4326	4587
Number of Adults on Probation as of December 31	3345	3726	4109	4358

Felonies

Cases as of January 1	1463	1449	1639	1851
Plus New Orders	<u>578</u>	<u>679</u>	<u>780</u>	<u>755</u>
SUBTOTAL	2041	2128	2419	2606
Less Closed Cases	<u>592</u>	<u>489</u>	<u>568</u>	<u>687</u>
Total Cases as of December 31	1449	1639	1851	1919

Misdemeanors

Cases as of January 1	2131	2072	2284	2475
Plus New Orders	<u>1042</u>	<u>1231</u>	<u>1386</u>	<u>1457</u>
SUBTOTAL	3173	3303	3670	3932
Less Closed Cases	<u>1101</u>	<u>1019</u>	<u>1195</u>	<u>1264</u>
Total Cases as of December 31	2072	2284	2475	2668



ADULT VIOLATIONS

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
<u>Violations Filed</u>				
New Conviction/Charge	135	151	324	392
Technical	509	560	493	109
Absconded	<u>11</u>	<u>37</u>	<u>124</u>	<u>578</u>
TOTAL	655	748	941	1079
<u>Violations Disposed</u>				
Withdrawn/Dismissed	279	161	133	127
Probation Continued/Modified	179	324	332	413
Probation Revoked/Committed	261	210	291	299
Probation Revoked/Other	0	62	53	18
Discharged	<u>1</u>	<u>5</u>	<u>35</u>	<u>125</u>
TOTAL	720	762	844	982

CRIMINAL CLIENT PROFILE

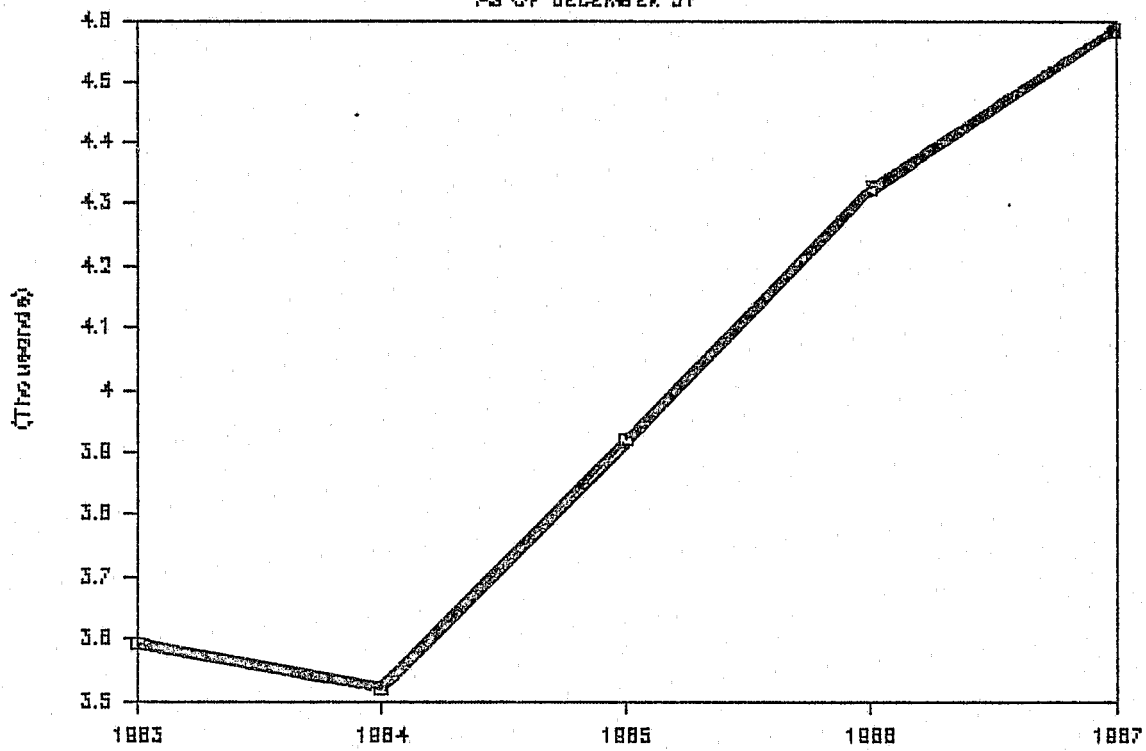
	<u>1985</u>			<u>1986</u>			<u>1987</u>		
<u>AGE</u>	<u>MALE</u>	<u>FEMALE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>	<u>TOTAL</u>
16 - 18	8%	2%	20%	15%	3%	18%	16%	2%	18%
19 - 20	14	2	16	13	5	16	12	3	15
22 - 25	12	2	14	13	3	16	11	3	14
25 & UP	<u>42</u>	<u>8</u>	<u>50</u>	<u>42</u>	<u>9</u>	<u>51</u>	<u>43</u>	<u>10</u>	<u>53</u>
TOTAL	86%	14%	100%	83%	17%	100%	82%	18%	100%

RESTITUTION AND FINE COLLECTIONS

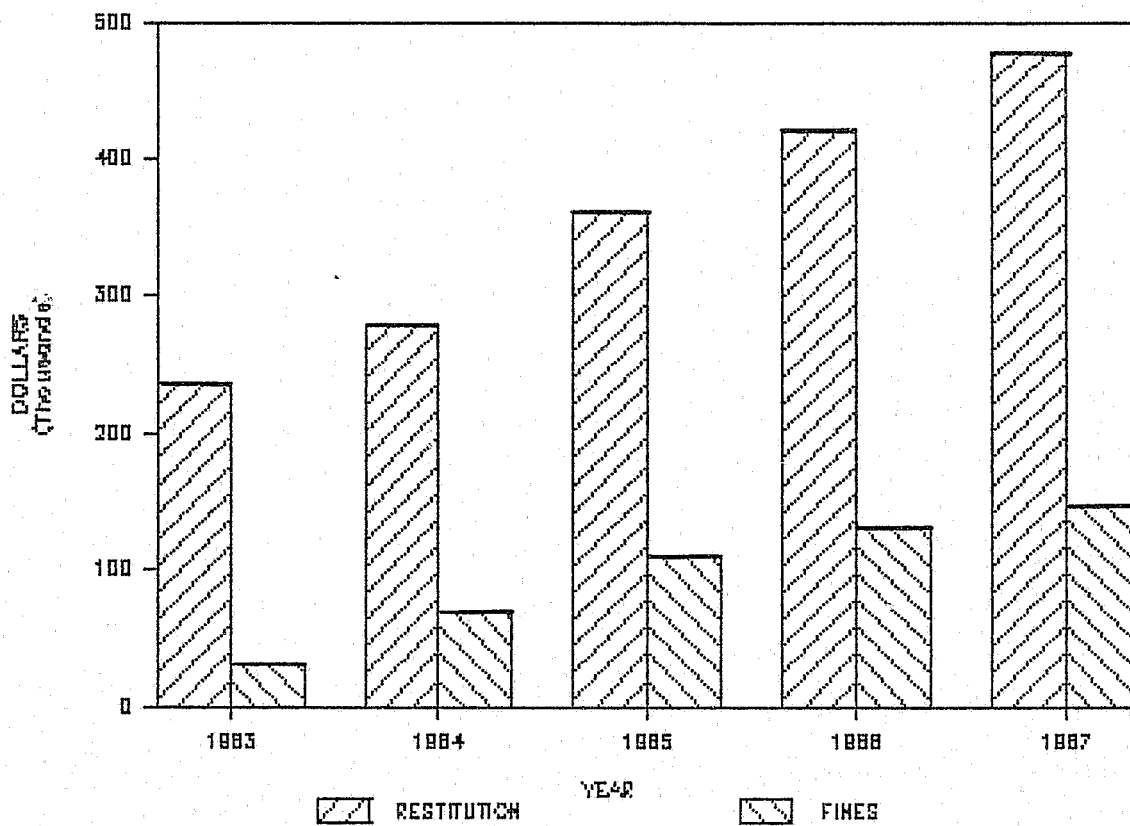
	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Restitution	\$278,923	\$359,960	\$421,001	\$480,146
Fines	<u>68,512</u>	<u>107,859</u>	<u>132,116</u>	<u>147,691</u>
TOTAL	\$347,435	\$467,859	\$553,117	\$627,837

# CRIMINAL SUPERVISION CASES

AS OF DECEMBER 31



# RESTITUTION AND FINES COLLECTED



## STAFF SERVICES

### CASE RECORD MANAGEMENT

Early in 1987 Case Record Management underwent a physical reorganization which created a better work environment and increased efficiency. Specifically, two years of accumulated case folders were removed from the Case Record Management area and placed in the storage, creating more work space within the office. The first task was to reorganize the storage room which involved sorting through the many cabinets and records to file them in chronological order. The area housing Intake records was overcrowded and lacked sufficient filing cabinets. This made locating Intake case folders extremely difficult. The entire section was expanded and in the process, the accuracy of file location was verified. Reorganization resulted in only the current year's case folders being stored in Case Record Management. The inconvenience of storing all other records in the storage room is outweighed by the additional space in CRM.

Also during the year, systems for processing work were refined and as a result work flow improved. Although CRM can still use additional personnel, prioritizing work and refinements in the aforementioned system allowed maximization of work output.

### DATA CONTROL

During 1987 this Unit continued to develop and refine the use of computerized reports to generate statistics required by the State Division of Probation and Correctional Alternatives as well as those for Departmental use.

Late in 1987 a new Probation-Person Identification System with limited case information was developed and testing started in December. Additional segments such as an expanded Person Case Information and the Reporting Elements will be implemented as they are developed with the target implementation date of mid-1988 for the first of these expanded programs.

Summer youth employees were again utilized to scrutinize Master Control Cards to ensure that all information required by the State is entered on the cards prior to file destruction.

This Unit is now using NYSPIN capabilities to produce the DP-60 form for the Probation Registrant system.

## FINANCIAL UNIT

In 1987, the Financial Unit realized another year of increased collections. A total of \$627,837 in restitution and fines was collected. This represents a 14% increase over 1986. Since 1982, total collections have exceeded 2.5 million dollars.

Implementation of the computerized restitution and fine accounting system continued. Full implementation of this system is expected in the 2nd quarter of 1988. While implementation of this system has put a strain on unit personnel time, full implementation will allow more efficient use of personnel time in the future. This, coupled with the streamlining of the unit's personnel function represents partial realization of the long-range goals of the unit.

## SUPPORTIVE SERVICES

The Supportive Services Division is divided into five (5) clerical teams which provide services to the various units, consisting of 110 line staff within the Department. One clerical team is located at the Iola Branch office, another on the 3rd floor of the Hall of Justice in the Family Services section and the remaining three teams on the Mezzanine floor of the Hall of Justice. These teams utilize not only standard office equipment but also a word processing system and an IBM PC in preparing departmental documents and correspondence. Team members also provide varied clerical services including covering three (3) reception areas, maintaining logs, gathering statistics and assisting in preparing State reports. Xerox Memorywriters were introduced into the Department and other County-based systems are being researched for possible implementation in 1988.

SPECIAL PROGRAMS

PINS DIVERSION (PERSON IN NEED OF SUPERVISION)

JUVENILE INTENSIVE SUPERVISION PROGRAM (JISP)

JUVENILE DELINQUENCY DIVERSION

PROBATION EMPLOYMENT PROGRAM (PEP)

WARRANT COORDINATOR

INTENSIVE PROBATION SERVICES PROGRAM (IPSP)

HOME CONFINEMENT PROGRAM (HCP)

INTENSIVE SUPERVISION PROGRAM (ISP)/  
ALTERNATIVE SENTENCING PROGRAM (ASP)

DRIVING WHILE INTOXICATED FELONY SUPERVISION PROGRAM(DWI)

COMMUNITY SERVICE SENTENCING PROGRAM (CSS)

## PINS DIVERSION (PERSONS IN NEED OF SUPERVISION)

This program provides service to status offenders and their families. The emphasis is on screening and diverting PINS complaints, without Family Court intervention, by utilizing voluntary community resources. The PINS Diversion Unit has the exclusive use of four (4) private agencies designed to service the petitionable PINS population. Probation monitors and acts as case manager in these cases, working closely with the agencies involved. Diversion programs are in addition to the traditional Intake options of filing Petitions, Community Agency Referrals and efforts at adjustment through counseling by the assigned Intake officer.

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Cases as of January 1	69	118	144	122
New Orders	<u>135</u>	<u>151</u>	<u>119</u>	<u>103</u>
SUBTOTAL	204	269	263	225
Less Closed Cases	<u>86</u>	<u>125</u>	<u>141</u>	<u>129</u>
Total Cases as of December 31	118	144	122	96

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## JUVENILE INTENSIVE SUPERVISION PROGRAM (JISP)

On September 30, 1986, the New York State Division of Criminal Justice Services awarded a one-year grant to the Monroe County Probation Department for a Juvenile Intensive Supervision Program (JISP). Due to contractual delays, the grant was implemented on December 1, 1986, and the time frame was extended through the calendar year 1987.

This pilot program funded one Probation Officer position to provide intensive probation supervision services to youths targeted for out-of-home placement by the Monroe County Family Court. On an annualized basis, the program was to serve 20 youths: 10 adjudicated Juvenile Delinquents and 10 adjudicated Persons In Need of Supervision who would have been placed with the New York State Division for Youth and the Monroe County Department of Social Services, respectively.

Program goals included providing cost-effective alternatives to juvenile detention and institutionalization, and preventing further involvement of the youth in the juvenile justice system while they were in the program.

Grant tasks were four: identify youth at risk of placement via a risk assessment tool; develop and present a service plan to Family Court; hold at least two weekly meetings with probationers and family; and evaluate the probationer at 3/6/9 month intervals for transition from an intensive supervision program to a regular supervision program.

# JISP DEMOGRAPHICS - FIRST YEAR

<u>Type</u>	<u>Cases</u>
Person In Need of Supervision	
Ungovernable	7
Truancy	<u>1</u>
Total	8 (38%)
Juvenile Delinquent	
130.65 Sexual Abuse	1
130.55 Sexual Abuse	1
145.00 Criminal Mischief 4th	3
155.25 Petit Larceny	4
165.05 Unauthorized Use of Motor Vehicle	2
165.40 Criminal Possession of Stolen Property 5th	1
165.50 Criminal Possession of Stolen Property 3rd	<u>1</u>
Total	13 (62%)

<u>Age</u>	<u>Cases</u>	<u>Sex</u>	<u>Cases</u>
13	4 (19%)	Male	16 (76%)
14	6 (29%)	Female	5 (24%)
15	10 (48%)		
16	1 (5%)		

<u>Family Type</u>	<u>Cases</u>	<u>Ethnicity</u>	<u>Cases</u>
Intact	5 (24%)	White	11 (52%)
Single Parent	10 (48%)	Black	7 (33%)
Blended	6 (28%)	Hispanic	3 (14%)

<u>Special Education</u>	<u>Cases</u>	<u>Geographic Location</u>	<u>Cases</u>
Emotional Handicapped	5	City	16 (76%)
Learning Disabled	<u>2</u>	Suburb	5 (23%)
Total	7 (33%)		

<u>Status of Caseload</u>	<u>Cases</u>
Transferred to Regular Caseload	2 (10%)
Rearrested and Sentenced as Adult	1 (5%)
Juvenile Probation Expired	1 (5%)
Placed Out of Home on Violation of Probation	
PINS	2 (10%)
JD	0
Placed Out of Home on New Adjudication	
PINS	0
JD	2 (10%)
Presently Being Supervised by JISP	<u>13</u> (60%)
Total	21 (100%)

# JUVENILE DELINQUENCY DIVERSION COORDINATOR GRANT (OJJDP)

As a result of procedural changes in Article 3 of the Family Court Act in 1983, Probation Intake provides screening for all Juvenile Delinquency cases referred through Appearance Tickets issued by police. Monroe County Probation took a leadership role in designing a program to serve this population. An Office of Juvenile Justice Delinquency Prevention (OJJDP) Grant was obtained in 1983 and continued through to 1987 to fund one (1) probation officer as a JD Coordinator. The PINS Diversion model was expanded to accept JD cases and a program at Urban League was developed to deal exclusively with Delinquency Referrals. In the four years of the program, a good working relationship was forged with the other agencies dealing with delinquents and a significant number of cases were diverted from the Family Court system.

	<u>1984</u>	<u>1985</u>	<u>1986</u>	<u>1987</u>
Cases as of January 1	168	144	178	163
New Orders	<u>110</u>	<u>116</u>	<u>109</u>	<u>107</u>
SUBTOTAL	278	260	287	270
Less Closed Cases	<u>134</u>	<u>82</u>	<u>124</u>	<u>106</u>
Total Cases as of December 31	144	178	163	164

## PROBATION EMPLOYMENT PROGRAM (PEP)

The primary goal of this program is to enhance the employability of unemployed or under-employed probationers in a changing job market. To this end, PEP staff accept referrals from probation officers and, through in-depth screening interviews, determine the specific training and/or employment needs of those individuals referred. Subsequently, job readiness counseling, assistance in preparing resumes, etc. are provided by PEP staff, and referrals to appropriate community agencies are made for more intensive services. These range from educational or vocational training to job development and placement. An important component of the program is follow-up, which involves monitoring client progress via an interagency feedback system.

Probationers under the age of 25, are first seen in group orientation where basic job survival skills are evaluated. This process has identified probationers with learning disabilities who are then case-conferenced with the assigned Probation Officers and the Probation Department's MR/DD Specialist. This process has facilitated service plans for both the Probation Officer and probationer.



An integral part of the Probation Employment Program's function is also to facilitate probationers' access to private industry sources of training and employment. The PEP Coordinator receives the monthly minutes of the Private Industry Council, which detail their activities that affect the funding of programs throughout the City and County.

The PEP Coordinator also sits on the Youth Employment Committee of the Rochester Area Youth Development Council and attends weekly Work Release meetings at the Monroe County Jail. In this capacity the Coordinator serves as a liaison between jail counselors and Probation Officers. The community networking process that results from these working liaisons aims at reducing some of the barriers to employment and related services often faced by probationers.

#### WARRANT COORDINATOR

In January 1984, a Sr. Probation Officer position was created to address the Department's inactive caseload of Violation of Probation Warrants. At that time, 287 outstanding warrants, with most having filing dates prior to 1981, were assigned to the Warrant Coordinator.

Following carefully prescribed criteria, these warrants were updated with local and state law enforcement agency records and reviewed toward possible disposition. In this initial phase, many were returned to the Court for cancellation and others were executed and moved through the judicial system, leaving a caseload of 79.

Once this initial goal was completed, all other Violation Warrants, one year or older, were transferred from active caseloads to the Warrant Coordinator. By the end of the year, Violation Warrants and Bench Warrants issued in Violation of Probation matters which were six months old were transferred to the Warrant Coordinator.

Monitoring and search efforts continue through mail, telephone and field investigations in order to locate wanted probationers. A closer collaboration with the Rochester Police Department, Monroe County Sheriff's Office and other police agencies has been established through attendance at weekly police coordinators meetings, as well as efforts to share information which will lead to the apprehension of probation absconders.

Verification of the status of outstanding warrants, providing information in response to questions concerning probation or other warrant matters, and assistance in the execution of warrants are some of the services provided directly to Probation Officers by the Warrant Coordinator.

### INTENSIVE PROBATION SERVICES PROGRAM (IPSP)

This program is designed specifically to reduce the local jail population. Its two components are aimed at:

1. Intensively supervising selected cases appropriate for a strongly structured probation program, as an alternative to all, or part of a jail sentence;
2. Completing Pre-Sentence Investigations within a four-week time frame for defendants who are incarcerated at the time the Pre-Sentence Investigation is ordered.

During 1987, 542 Pre-Sentence Investigations of incarcerated defendants were completed. This resulted in a savings of 1,869 "jail days" at the pre-sentence level. Also, by expediting the disposition of felons sentenced to local incarceration, 408 additional days were eligible for reimbursement from the State of New York.

### HOME CONFINEMENT PROGRAM (HCP)

This program is designed as a punitive sanction to be used in lieu of all or part of a sentence of incarceration in select cases. It is specifically a curfew set by the Court as a condition of probation and is treated in a manner similar to other conditions. As in all probation cases, the onus is on the probationer to comply with the rules of probation. The program is not designed as a substitute for incarceration of high risk offenders. Violations of Probation are filed in accordance with departmental policy. In servicing the cases, the Home Confinement team makes daily home visits and telephone contact to verify the probationer's whereabouts. In addition, in order to provide immediate and ongoing ancillary services, each case is formally assigned to an officer in one of the following units: Intensive Supervision Program; Intensive Probation Services Program; DWI Felony Supervision Program.

The Home Confinement Program serviced 78 cases during 1987, representing a savings of 7,903 "jail days."

INTENSIVE SUPERVISION PROGRAM (ISP)  
ALTERNATIVE SENTENCING PROGRAM (ASP)

Since 1978, the Department has been operating an Intensive Supervision Program (ISP), funded 100% by the New York State Division of Probation and Correctional Alternatives. The Intensive Supervision Program is designed to provide treatment services to probationers identified as "high risk" offenders. Objectives of the program are to improve the quality, accountability and delivery of the spectrum of supervision services; promote crime-free behavior; increase public protection; and maximize the use of community resources. ISP, a recognized and respected program in the Criminal Justice System, has become a model for probation supervision practices which fully address the needs of the community and the offender.

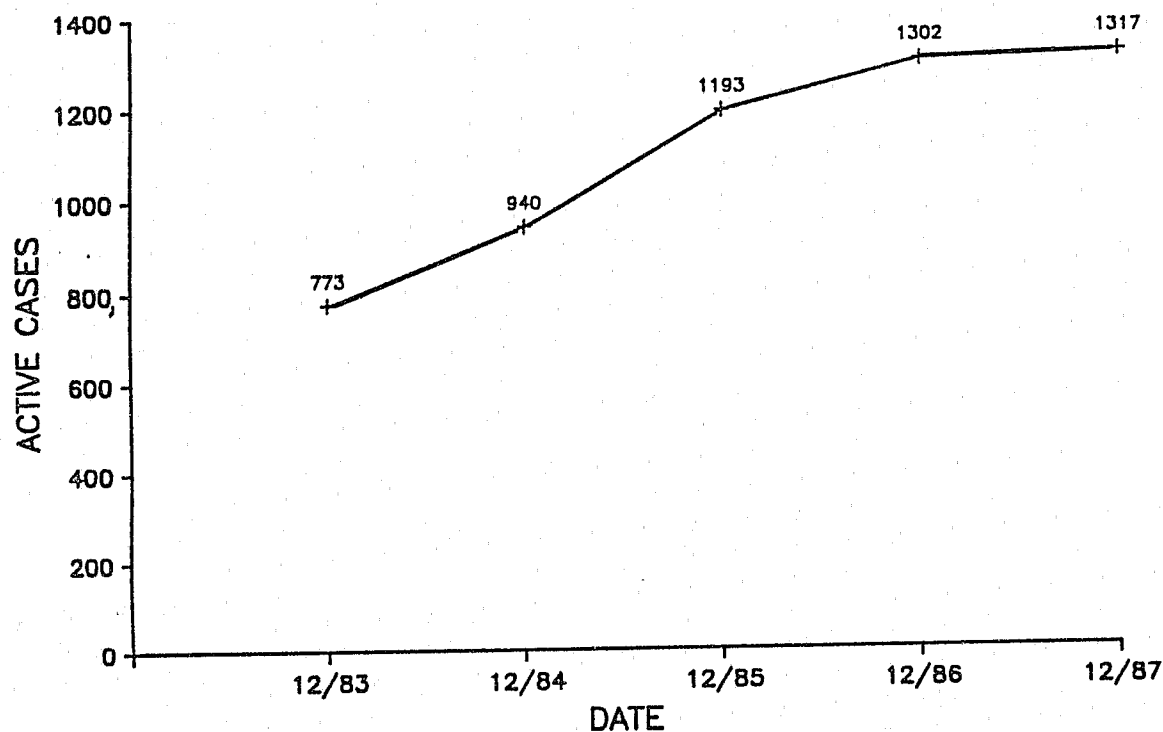
Revision and modification of the program on January 1, 1987 incorporated the Conditional Order of Probation Experiment (COPE) which began in October 1985. The program's usefulness and effectiveness is increased through this investigation component which provides the judiciary with relevant information regarding certain felony offenders prior to the acceptance of a negotiable plea or sentence agreement. The two major aspects are the enforced pre-plea and/or pre-sentence investigation and the Interim Intensive Supervision for a period of three to six months. This component intends to demonstrate the successful use of probation as a disposition for eligible and suitable offenders who would have been incarcerated in a State facility.

A significant initiative of the Intensive Supervision Program is the Alternative Sentencing Program (ASP) which diverts selected felony offenders from commitment to the Department of Correctional Services. In the case of an eligible felony offender who is likely to be sentenced to incarceration, the recommendation of the pre-sentence investigation may consider, as an alternative to incarceration, a sentence to probation (or jail/probation) with a guarantee of the probationer's placement in the Intensive Supervision Program. Alternative Sentencing has increased the use of probation sentences relating to felony offenders. The program is found to be a viable alternative to incarceration. ISP investigation officers are required to complete no more than twelve investigations per month. Supervision caseloads are limited to the equivalent of twenty-five cases per officer.

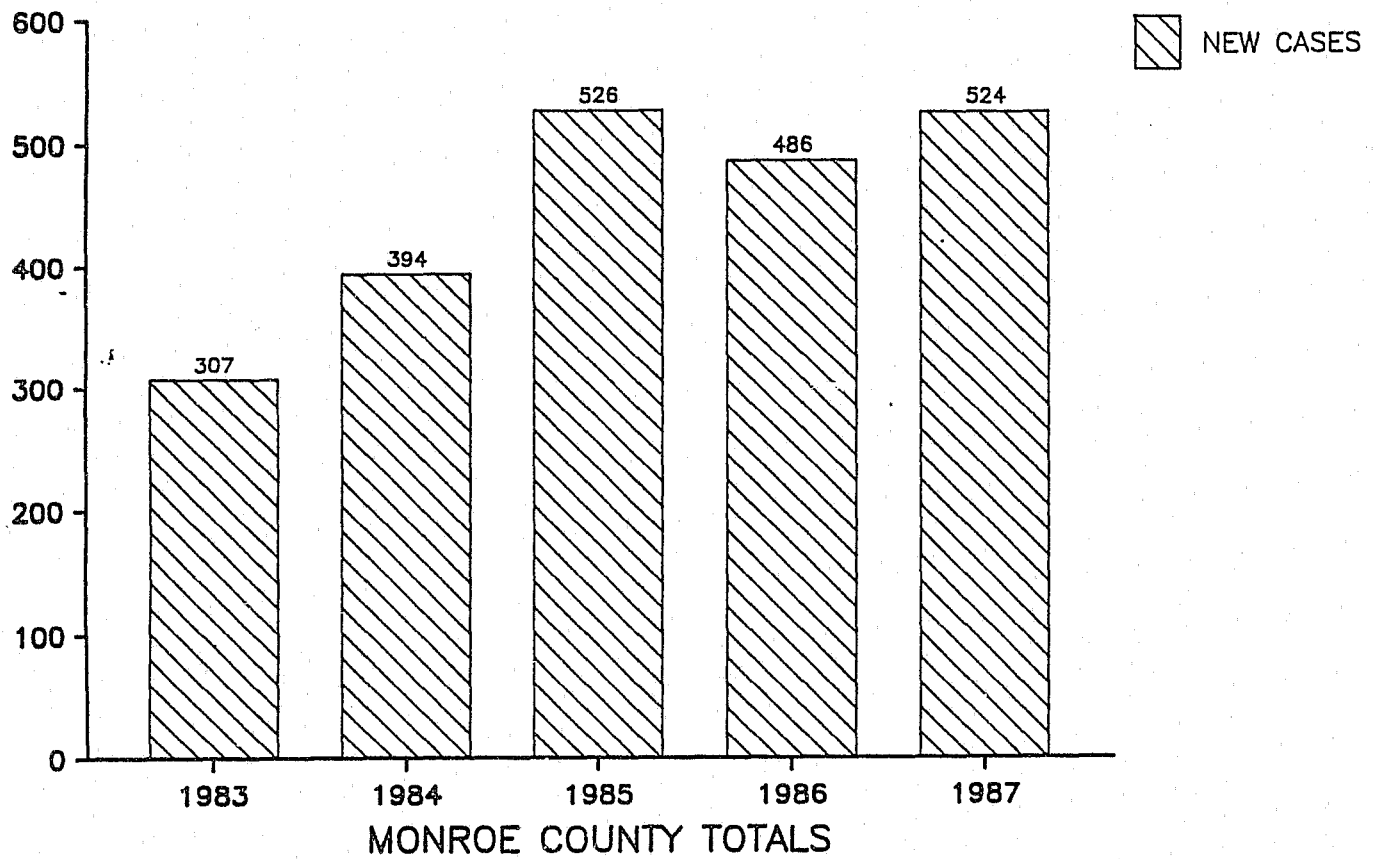
# DRIVING WHILE INTOXICATED FELONY SUPERVISION PROGRAM (DWI)

This program, comprised of one Probation Supervisor, one Senior Probation Officer and five Probation Officers, provides special intensive supervision services to select multiple drinking-driver offenders. These probationers must be under 45, undergo an alcohol abuse evaluation, and if deemed appropriate, alcohol treatment. In an effort to further intensify supervision services, Home Confinement was extended to select DWI cases. The caseload per officer is approximately 67 probationers. This program is partially funded by a grant from the local STOP-DWI Program.

## DWI PROBATION CASELOAD INCREASES MONROE COUNTY



# NEW DWI SENTENCES TO PROBATION 1983 - 1987



# COMMUNITY SERVICE SENTENCING PROGRAM (CSS)

For the third year of the program under Probation Department auspices, the number of referrals continued to increase from 2,921 in 1986 to 3,158 in 1987. Although referrals were down from Rochester City Court, 1986 reflected increases in nearly every Town Justice Court. Referrals from Probation staff showed a 41% increase, 236 cases to 332. Cases referred to CSS in lieu of jail totaled 213 from 191, a 12% increase. These defendants would have received a total of 3,810 days in jail, a 22% increase over 1986. The overall success rate was 87%.

An Advisory Committee continues to meet with Probation staff regarding ongoing development and direction.

## 1987 STATISTICS

<u>COURT</u>	<u>NUMBER INTERVIEWED</u>	<u>SENTENCED TO CSS</u>	<u>COMPLETED CSS WORK</u>	<u>SUCCESSFUL NO. %</u>	<u>HOURS ORDERED</u>
CITY	1150	1033	863	689 80	25028
BRIGHTON	15	16	14	12 86	858
CHILI	69	60	54	43 80	1496
CLARKSON	6	5	4	4 100	152
E. ROCHESTER	28	27	23	23 100	358
FAIRPORT	30	29	27	25 93	720
GATES	169	146	130	120 92	3935
GREECE	341	324	275	250 91	5937
HAMLIN	15	2	12	11 92	352
HENRIETTA	222	214	193	180 93	4962
HONEOYE FALLS	8	8	7	7 100	160
IRONDEQUOIT	452	420	377	332 88	9302
MENDON	7	6	6	6 100	72
OGDEN	40	39	38	35 92	703
PARMA	31	28	27	24 89	668
PENFIELD	69	67	67	63 94	1472
PERINTON	36	35	34	33 97	416
PITTSFORD	35	34	32	28 88	747
RIGA	16	16	11	11 100	472
RUSH	1	1	1	1 100	24
SWEDEN	40	37	33	29 88	1162
WEBSTER	42	41	32	32 100	1001
WHEATLAND	4	4	4	3 75	164
REFERRALS:					
CITY AND TOWN COURTS	254	197	179	153 85	7283
COUNTY, SUPREME AND FEDERAL	<u>78</u>	<u>54</u>	<u>40</u>	<u>35 88</u>	<u>5379</u>
TOTAL	3158	2853	2483	2149 87	72823

SPECIAL ACTIVITIES

THE COMMUNICATIONS COMMITTEE

DEPARTMENTAL NEWSLETTER

PRESENTATIONS COMMITTEE

PROBATION TRAINING COMMITTEE

PUBLIC APPEARANCES/SPEAKERS' BUREAU

TRAINING AND STAFF DEVELOPMENT

STAFF AWARDS/RECOGNITION

- a) MONROE COUNTY
- b) NYS DIVISION OF PROBATION AND CORRECTIONAL  
ALTERNATIVES (DPCA)

VOLUNTEERS IN PROBATION

## THE COMMUNICATIONS COMMITTEE

The purpose of the Communications Committee is to encourage communications between Administration and Line Staff by developing formal and informal avenues of dialogue, both through staff meetings and social functions.

The Committee consists of staff members from a cross section of Departmental functional units, and meets regularly to discuss and act upon the need for the accurate dissemination of information regarding the implementing of policy and the voicing of staff concerns.

## DEPARTMENTAL NEWSLETTER

"The Early Release" is a Probation newsletter written by and for the employees of the Monroe County Probation Department. The essential purpose of the Early Release is to bring a sense of community and bonding to the 180 disparate personalities who make up the Department.

To achieve this purpose, the newsletter uses an eclectic mix of humor, personal information, introductions, interviews and open forums. Every member of the staff has a standing invitation to suggest, submit, participate or just plain read "The Early Release." In the coming year, as in the past, "The Early Release" hopes to continue to serve as a conduit for information that binds together the Monroe County Probation Department.

## PROBATION TRAINING COMMITTEE

The purpose of the Training Committee is to offer staff an opportunity to share in evaluating training needs and planning to meet perceived needs. The committee meets monthly with the departmental Training Coordinator to suggest and/or learn of specific training. The committee members assist the coordinator in contacting individuals or collateral agencies to provide programs. The members also assist in collating the annual review of individual training requests.

## PRESENTATIONS COMMITTEE

During the year, this committee met with staff were both potential and active speakers to address their needs. They reviewed and updated departmental resource material. A file was established for current data. The committee devised an evaluation form for audience completion. They met with Monroe County Public Information to explore the possibility of Public Service announcements dealing with Probation matters.



## PUBLIC APPEARANCES/SPEAKERS' BUREAU

The Department continues to receive requests for speakers, and staff continue to respond enthusiastically.

In addressing a variety of topics, the ongoing requests for the Department's lauded presentation on THE LAW AND SHOPLIFTING continued in highest demand. Other programs included PROBATION AS A CAREER and, in keeping with Probation's expanded role, ALTERNATIVES TO INCARCERATION.

In reaching an audience of 2,151 persons, the Department expresses its thanks to the 23 staff participants - at all levels - who played a significant role in increasing awareness of Probation by addressing 60 groups within the areas of Criminal Justice, Human Services and Education.

## TRAINING AND STAFF DEVELOPMENT

The increased intake of requests for pre-sentence investigations continued during 1987. In consideration of this increased workload, the number of training hours received by staff exceeded expectations. While recording a minimal decrease, 47 professionals were able to either meet or exceed the 21-hour annual minimum, and the average training hours for each staff member was recorded at 19.4 hours.

In an effort to maintain its commitment to training while meeting the high intake of work, the Department was able to take advantage of short-term, cost-free training. The Department continued its training commitments to the DPCA/DAAA Alcoholism Modules and Department of Civil Service/Personnel. New training was arranged with the Monroe County District Attorney's Office and the Mental Health Clinic for Socio-Legal Services. COPA Area I (Western New York) Staff Development Officers also offered inter-county training in drug awareness and nutrition for the probationer.

A cross-section of staff availed themselves of various community-based seminars.

## TRAINING PROFILE

	<u>NUMBER</u>	<u>HOURS</u>
MANAGEMENT AND SUPERVISORY STAFF	28	475
LINE STAFF	100	2,022
SUPPORTIVE STAFF	25	105
VOLUNTEER PROBATION OFFICERS	4	31
STUDENTS	3	943
PARALEGAL	1	96

## STAFF AWARDS/RECOGNITION

### MONROE COUNTY SERVICE

Employees who have reached ten years of service and every five years thereafter are recognized by the County through its Service Awards Program. As a symbol of gratitude, the County Executive issues to eligible employees a letter of congratulation and an anniversary pin. The 1987 recipients, years of service and titles follow:

#### 10 YEARS

JANET BRUCE	PROBATION OFFICER
M. LAURA CANORI	PROBATION OFFICER
SALVATORE CORDARO	PROBATION OFFICER
DENNIS FROELICK	PROBATION OFFICER
THOMAS GIBSON	ASSISTANT DIRECTOR OF ADMINISTRATION
CAROLE HOCHMAN	CLERK III
JOANNE KIRKPATRICK	PROBATION OFFICER
M. MICHELLE LEE	SR. PROBATION OFFICER
DIANA MUSTARDO	CONTROL CLERK
DAVID POMEROY	PROBATION OFFICER
SALLY READ	PROBATION OFFICER
RAYMOND RICE	PROBATION OFFICER
GAIL SOFIA	PROBATION OFFICER
LORRAINE SPONHOLZ	PROBATION OFFICER
JAY TURZILLO	PROBATION OFFICER

#### 15 YEARS

FRANCES BITSKO	SR. STENOGRAPHER
SARA FASOLDT	PROBATION SUPERVISOR
MARY ELIZABETH REA	PROBATION OFFICER

#### 20 YEARS

WILLIAM KULP	SR. PROBATION OFFICER
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#### 25 YEARS

NED BERGSTRESSER	PROBATION SUPERVISOR
JAMES CLARK	SR. PROBATION OFFICER
ROBERT DUNNING	DIRECTOR
AUDREY FANNING	ASSISTANT PROBATION DIRECTOR IV
THOMAS LONG	PROBATION SUPERVISOR
HARPY REISS	SR. PROBATION OFFICER
JEANNE ROWE	SR. PROBATION OFFICER
JOSEPH SHARP	SR. PROBATION OFFICER
WILLIAM STEWART	SR. PROBATION OFFICER
LEONOR ZINGARELLA	PROBATION SUPERVISOR

## PROBATION SERVICE

Similar to the County's Service Awards Program, the State Division of Probation and Correctional Alternatives recognizes local employees who have reached 15 years of Probation service and every five years thereafter. This recognition takes the form of a Service Award Certificate and is presented at ceremonies throughout the year conducted in the office of the Probation Director. Those honored during 1987 were:

### 15 YEARS

FRANCES BITSKO  
SARA FASOLDT

SR. STENOGRAPHER  
PROBATION SUPERVISOR

### 20 YEARS

WILLIAM KULP

SR. PROBATION OFFICER

### 25 YEARS

NED BERGSTRESSER  
ROBERT DUNNING  
AUDREY FANNING  
THOMAS LONG  
HARRY REISS  
JOSEPH SHARP  
WILLIAM STEWART  
LEONOR ZINGARELLA

PROBATION SUPERVISOR  
DIRECTOR  
ASSISTANT PROBATION DIRECTOR IV  
PROBATION SUPERVISOR  
SR. PROBATION OFFICER  
SR. PROBATION OFFICER  
SR. PROBATION OFFICER  
PROBATION SUPERVISOR

### 30 YEARS

MARYE SCOVILLE

PROBATION SUPERVISOR

### 35 YEARS

RICHARD VANAUKEER

ASSISTANT PROBATION DIRECTOR IV

## VOLUNTEERS IN PROBATION

A staff of 16 volunteers continued to provide Probation and its clients with a broad range of services. Their diversified assignments shown below resulted in an impressive 4,869 hours of dedicated service.

- ... two performed Probation Officer duties in the Department's Adult Family Services Unit;
- ... one performed Probation Officer duties in Criminal Supervision to a limited and selected caseload of 30 probationers;
- ... one provided Probation Officer counseling to probationers referred to Probation's Employment Program;
- ... one student performed clerical duties in Criminal Supervision;
- ... one student functioned as an assistant to a Probation Officer in Criminal Supervision;
- ... one student assessed, evaluated, diagnosed and planned treatment from the Juvenile Intake Unit;
- ... one para-legal trainee provided administrative and clerical duties within the Juvenile Investigation Unit;
- ... eight Red Cross volunteers gathered information which facilitated case processing functioning from the Department's Court Liaison Services Unit.

In commending each volunteer, Probation proudly directs your attention to this Community's VOLUNTEER OF THE YEAR - GEORGE FREDERICK - to whom this Annual Report is dedicated.

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## PROFILE OF VOLUNTEERS' PROGRAM

<u>DEPARTMENTAL UNIT/PROGRAM</u>	<u>NUMBER OF VOLUNTEERS</u>	<u>HOURS OF SERVICE</u>
ADULT FAMILY SERVICES UNIT	2	950
CRIMINAL SUPERVISION UNIT IV	3	779
PROBATION EMPLOYMENT PROGRAM	1	1620
JUVENILE INTAKE UNIT	1	448
JUVENILE INVESTIGATION UNIT	1	96
RED CROSS PROGRAM	8	976



GEORGE FREDERICK, VOLUNTEER PROBATION OFFICER

1987 VOLUNTEER OF THE YEAR

CODE OF ETHICS FOR PROBATION PERSONNEL

- ... CARRY OUT TO THE BEST OF MY ABILITY, MY DUTIES IN ACCORDANCE WITH ALL APPLICABLE LAWS, RULES AND REGULATIONS.
- ... STRIVE TO IMPROVE PROBATION STANDARDS AND PRACTICE THROUGH THE ACQUISITION OF NEW KNOWLEDGE.
- ... PROMOTE THROUGH PRACTICE, THE GOALS AND STANDARDS OF SOUND PROBATION PRACTICE AS ADOPTED BY STATE AND LOCAL PROBATION AGENCIES.
- ... SEEK OUT AND SUPPORT CONSTRUCTIVE CHANGES IN PROBATION GOALS AND STANDARDS WITH A VIEW TOWARD IMPROVING PROBATION SERVICES TO THE PEOPLE OF THE STATE OF NEW YORK.
- ... PLACE MY PROFESSIONAL RESPONSIBILITY OVER MY PERSONAL INTERESTS.
- ... TREAT WITH RESPECT, THE FINDINGS, VIEWS AND ACTIONS OF COLLEAGUES AND CLIENTS AND USE APPROPRIATE CHANNELS TO EXPRESS JUDGEMENT ON THESE MATTERS.
- ... ABIDE BY THE CODE OF ETHICS PRESCRIBED BY MY EMPLOYER.
- ... RECOGNIZE AND ACCEPT THE RESPONSIBILITY TO SHARE IDEAS AND KNOWLEDGE WITH MY COLLEAGUES.
- ... RESPECT THE RIGHTS OF MY CLIENTS AND USE INFORMATION GAINED IN PROFESSIONAL RELATIONSHIPS WITH DISCRETION AND IN ACCORDANCE WITH ALL APPLICABLE LAWS RELATING TO CONFIDENTIALITY AND DISCLOSURE OF INFORMATION.
- ... PROTECT MY CLIENTS AND THE COMMUNITY AGAINST UNETHICAL PRACTICES ON THE PART OF ANY INDIVIDUAL OR ORGANIZATION ENGAGED IN PROBATION ACTIVITIES.

IN SUBSCRIBING TO THESE TENETS, I ACCEPT PERSONAL RESPONSIBILITY FOR UPHOLDING AND PROMOTING THE PROFESSIONALISM OF PROBATION IN ORDER TO SERVE THE ENDS OF JUSTICE MORE EFFECTIVELY.

NOTE OF APPRECIATION

IN CLOSING THIS REPORT, WE GRATEFULLY RECOGNIZE THOSE LOCAL GOVERNMENTS AND AGENCIES LISTED BELOW FOR THEIR DEMONSTRATION OF INTEREST AND COOPERATION TO THE WORK OF PROBATION. BY PROVIDING OFFICES AND MEETING ROOMS WITHIN THEIR FACILITIES, PROBATION WAS ABLE TO CONDUCT TRAINING SESSIONS, CONVENIENTLY ASSEMBLE MEETINGS, AND HAVE AVAILABLE THE MUCH-NEEDED SPACE TO USE AS REPORTING SITES FOR PROBATIONERS. THIS SUPPORT FACILITATED THE WORK OF PROBATION FOR STAFF AS WELL AS CLIENTS.

THE PROBATION DEPARTMENT CONTINUES TO REMAIN DEPENDENT UPON AND GRATEFUL TO THE COMMITMENT OF ITS SUPPORTERS.

THANK YOU.

ANIMAL CONTROL CENTER

BADEN STREET SETTLEMENT

BOCES

BRIGHTON HIGH SCHOOL

BUILDING SUPERINTENDENT'S OFFICE  
(HALL OF JUSTICE)

CHILI TOWN HALL

CHURCHVILLE-CHILI SCHOOL DISTRICT

CITY SCHOOL DISTRICT

CITY-COUNTY YOUTH BUREAU

COUNTY OFFICE BUILDING

EAST ROCHESTER POLICE DEPARTMENT

GATES TOWN HALL

GREECE SCHOOL DISTRICT

GREECE TOWN HALL

HENRIETTA LIBRARY

HILLSIDE CHILDREN'S CENTER

HILTON SCHOOL DISTRICT

HUDSON AVENUE GROUP HOME

IOLA BUILDING SERVICES

MENTAL HEALTH CLINIC

MONROE COMMUNITY COLLEGE

MONROE COUNTY PARKS DEPARTMENT

NEW YORK STATE POLICE-CANANDAIGUA

OFFICE OF COURT ADMINISTRATION

PARMA TOWN HALL

PINEGROVE RECREATION CENTER

PRE-TRIAL RELEASE

PUBLIC INFORMATION OFFICE

ROCHESTER CITY PARKS

ROCHESTER POLICE DEPARTMENT

RUSH-HENRIETTA SCHOOL DISTRICT

SOUTH AVENUE RECREATIONAL CENTER

SPENCERPORT HIGH SCHOOL

SWEDEN TOWN HALL

THE CENTER

TOWN OF HENRIETTA

WEBSTER TOWN HALL

WHEATLAND-CHILI SCHOOL DISTRICT

ACKNOWLEDGEMENTS

SPECIAL COMMENDATIONS FOR THEIR ROLES IN DEVELOPING THIS REPORT ARE DUE:

MARY S. BLOOM

AUDREY G. FANNING

THOMAS E. GIBSON

JOSEPH E. MARCUCCI

DOMINIC A. PANE

G. DOLORES PEZZULO

DAVID F. PIERCE

RICHARD P. VAN AUKE

THEIR RESEARCHING AND WRITING WERE ABLY PERFORMED.

SPECIAL COMMENDATIONS ARE ALSO DUE:

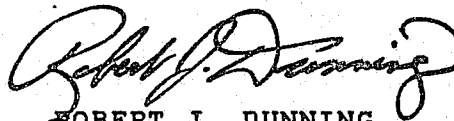
JANET M. HASELEY

LISA E. JANKOWSKI

FOR PROVIDING THEIR SKILLFUL WORD PROCESSING KNOWLEDGE; TO JEAN HORTON FOR HER EDITING EXPERTISE; TO PATRICK BURNS, OFFICE OF COMMUNICATIONS AND CULTURAL SUPPORT SERVICES; AND TO BETTY SCHANGLE, DEPARTMENT OF PLANNING, FOR THEIR ASSISTANCE WITH THE ANNUAL REPORT COVER.

TO ALL, THANK YOU FOR YOUR INTEREST AND GOOD WORK.

YOU HAVE ONCE AGAIN PRODUCED AN INFORMATIVE REPORT.



ROBERT J. DUNNING  
DIRECTOR