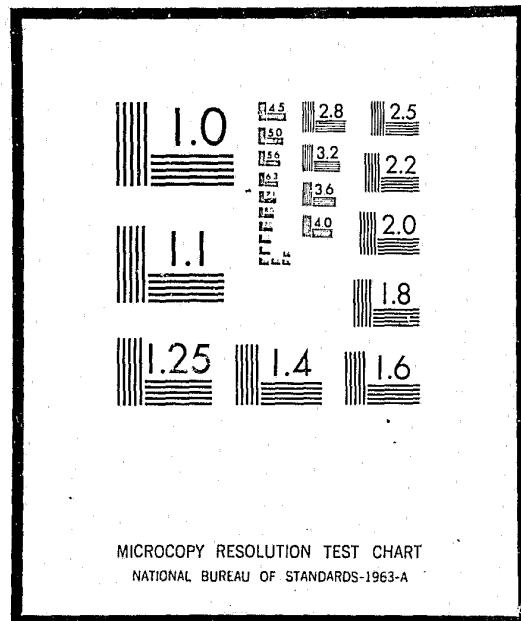


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U.S. DEPARTMENT OF JUSTICE
LAW ENFORCEMENT ASSISTANCE ADMINISTRATION
NATIONAL CRIMINAL JUSTICE REFERENCE SERVICE
WASHINGTON, D.C. 20531

Date filmed

2/12/76

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County

PROBATION SERVICES IN LOS ANGELES COUNTY

Probation services to children, adults and families are required by state and local laws. The probation department provides services to all of the courts in the County. The courts enforce the sanctions, authority and limits which ultimately reflect the values of society.

Probation is a process to protect the community. Information and recommendations are provided to the courts to assist in making judgements regarding the appropriate disposition or sentence for persons convicted of crime. For those who do not constitute serious threat to the safety of the community, probation provides corrective assistance and rehabilitation during a period of supervision.

The probation officer helps in the careful selection of the individual who would be likely to benefit from probation, to chart a practical plan for his reclamation, and then, through supervisory activities to assist him in the use of resources which will help him to adjust to his home and community.

Services to Juveniles include: investigation to determine the need of juvenile court action; investigation to determine the needs of the minor and to develop a recommended plan for each child; and supervision of juveniles placed on probation by the court.

The investigation by a juvenile probation officer, usually in the probation area office nearest the child's home, determines the underlying problems and then recommends a treatment plan which will avoid future difficulties with the law and society.

If placed on probation in his own home, the child will be expected to conform to acceptable standards of behavior. Working with the child and his family, the probation officer will evaluate his progress and assist him in meeting new situations as they arise. When it appears that he has made an adequate adjustment of his attitude and behavior, the officer will recommend that the case be dismissed. If not, the case will be returned to the court for further action.

If the child's own home is not suitable, the court may order the child placed in some other situation such as a foster home, privately supported child care facility or a probation camp or school.

Adult services also include investigation and supervision for the criminal courts of the entire County. Adults are referred to the probation office for an investigation by the deputy probation officer assigned to adult work. The investigation report provides the judge with information which helps him to decide upon the most appropriate sentence, and includes a recommendation as to whether the man or women can, without danger to the community, be released rather than be imprisoned.

Adults granted probation are given supportive services leading to their rehabilitation. If progress is not satisfactory or if some condition of probation is violated, the probationer is returned to the court. Upon successful completion of the probation period imposed by the court, or sooner if warranted, the probation officer recommends dismissal of the case.

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NEW CHALLENGES - NEW RESPONSES

The two-year period from July 1971 through June 1973 brought continuing changes in the nature of crime and delinquency, frequent crises in providing probation services and a variety of responses to the needs and the problems by the probation department.

While the number of juvenile cases generally declined during the period, the number of adult cases increased to more than make up for the difference. The drop in juvenile cases seems to parallel a reduction in the number of juvenile arrests, but the fewer number of cases seems also to be accompanied by an increase in violence.

Legislative changes and changes in the courts contributed to the challenges. One change in the law which has had a profound effect upon probation is the new procedure for diverting adult narcotics offenders from the criminal justice system. The adult probation caseload has, as a result, increased dramatically in 1973.

The response to the challenges has included a large variety of treatment approaches: increases in group and family counseling, development of new community resources for dealing with narcotics diversion cases, and differential treatment approaches with cases involving abuse of narcotics and alcohol.

Many of these new approaches have been made possible by the use of outside funding sources, including the state probation subsidy and federal funds from the Law Enforcement Assistance Administration and the Model Cities program.

As with correctional programs nationally, the two years have seen continuing increase in community involvement with the probation department. Citizens appointed to the probation committee make significant contributions to probation programs, along with other official commissions and committees of the County.

Citizen volunteers and community organizations provide direct service to probation clients and provide resources for programs through the Volunteers in Service to Others (VISTO) program. Corporations participate through providing training, employment for offenders and through involvement of their employees as volunteers.

Management is meeting the challenges by establishing the means for greater accountability, including the development of more sophisticated statement of measurable objectives. Support for the greater accountability is obtained from more sophisticated data gathering and presentation, as evidenced by the statistical data included with this report.

Another challenge for management is the new and developing area of employee relations, requiring County managers to develop skills in dealing effectively with collective bargaining by employee organizations. Although the department has an admirable record in the area of affirmative action, emphasis upon the recruitment and upward mobility of minority groups continues.



A deputy probation officer utilizes opportunities for informal counseling with juvenile probationer.

Decentralization

Not only are the area offices decentralized to better serve the County areas, but most area offices further extend their services by operating suboffices. The seventeen area offices provide services through more than 50 work locations.

Decentralization also continues through the transfer of the seven community day centers and the planned transfer of camps aftercare sections from the camps and schools division to field services division. Planning is also under way for further decentralization of the juvenile intake and detention control functions to the area offices.

Seventeen area offices, from the West San Fernando Valley to Pomona and south to Long Beach, provide a full range of probation services to the areas served. Three other offices provide specialized services from centralized locations.

Narcotics and Drug Abuse

The apparent increasing abuse of narcotics and drugs in the society has been a major influence in the nature of probation caseloads.

With the passage of Senate Bill 714 in December 1972, there has been a significant

increase in the probation workload. This new law provides for the diversion of persons charged with certain narcotics laws from the criminal justice system prior to conviction. The probation officer makes investigations to determine eligibility and then supervises those placed under probation supervision in a diversion program.

Legislative and Court Changes

The probation workload has also been increased by a number of other legislative changes and by recent court decisions. The trend toward greater due process in the juvenile court has had perhaps the greatest impact. Court decisions require more conclusive evidence to sustain a juvenile court petition. The change in the age of majority from age 21 to age 18 means that there is no longer concurrent jurisdiction between adult and juvenile courts between the ages of 18 and 21. An 18 year old can no longer be brought before the juvenile court but must be tried as an adult.

Other legislative changes have brought about more detention of juveniles and require more investigation by the probation officer when minors are to be detained.

Adult and Juvenile Consultants

The Adult and Juvenile Consultants, each concerned with functional procedures, have been involved in the department-wide effort to update manuals and handbooks. These offices respond to demands on the part of Administration and line staff for advice and consultation regarding policy and procedure matters. They also maintain liaison relationships with the Courts, other county departments and community agencies.

Placement Coordinator

The Central Placement Coordinator and Institutional Liaison functions are responsible for recruitment, development and supervision of private, group foster care resources for court wards. Additionally, the office assists in developing policy, procedure and information pertaining to out-of-home placement and services and for inter-departmental communications, business systems and fiscal controls, involving other county departments and State licensing representatives.

Specialized Services

There are three specialized probation offices.

County Jail inmates released to work or attend school are investigated and supervised by the Work Furlough and Parole office. This office also assists in processing and screening of County parolees.

In order to reduce the number of minors in detention facilities, the office of Intake and Detention Control (IDC) remains open 24 hours a day. The PROTAP (Promise to Appear) program, whereby minors are released on their promise to appear with their parents for appointments has been successful in reducing detention.

Investigation of adult cases from the Civic Center criminal departments of the Superior Court is handled by Central Adult Investigation (CAI). Recommendations are made to the District Attorney about extradition matters involving adult probationers by an inter-agency liaison officer. The liaison officer also responds to inquiries about adult services.

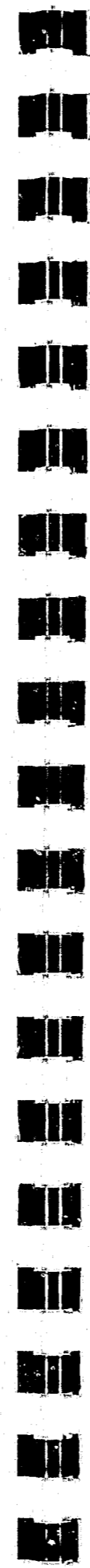
A large variety of treatment approaches have been instituted or further refined to meet the needs of probationers and their



Inmates of the County Jail are permitted to leave the facility daily for work or vocational training under supervision of the Work Furlough and Parole Office.

families; e.g., group counseling (family and peer groups); Delinquency Intervention Adjustment Center (DIAC); Prevention of Delinquency through Intensive Supervision (PODIS); Neighborhood Service Centers; Alcohol Safety Action Project (ASAP); and Narcotics Diversion cases. Federal funding dispersed through the California Counsel on

Criminal Justice aid Delinquency Intervention Adjustment Center (DIAC); Prevention of Delinquency through Intensive Supervision (PODIS), Family Treatment program at Crenshaw area office, Intensive Family Treatment programs in camps and the Special Juvenile Supervision Unit at the Firestone area office.



Special Supervision Programs

Two programs under the State Aid for Probation Services which provide intensive community supervision to offenders in place of commitment to state institutions are RODEO (Reduction of Delinquency through Expansion of Opportunity) and COYOP (Community Oriented Youthful Offender Program).

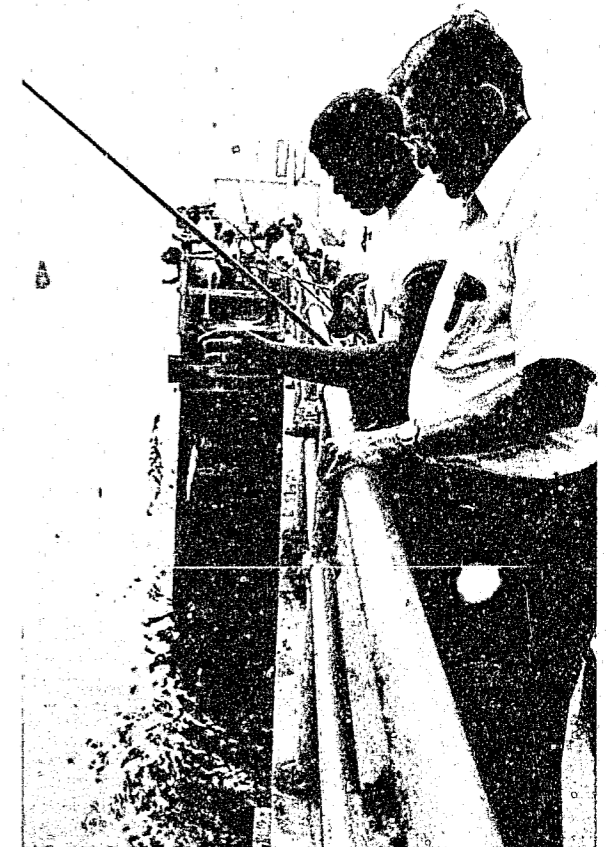
The professional deputy probation officer and the community worker, who is a local resident, work as a team to open up the community's opportunity structure to juvenile and adult law violators and their families.

Probation services provided include both group and individual counseling, tutoring, workshops, educational and recreational field trips, and ways of seeking employment.

Volunteers In Service To Others (VISTO)

With all probation volunteer efforts brought under the VISTO banner late in 1972 the program continued to grow in terms of volunteers, hours of service and type of services provided. Of the 15,000 hours given each month by more than 1200 active volunteers, over one third are now devoted to probation services that result in released time for professional staff.

Recreational and other ancillary volunteer services continue to add depth to traditional casework services and allow clients to experience their communities in more positive ways. As a result of VISTO activities, approximately \$136,000 in tickets, goods and professional services are donated annually by the community to aid in probation projects.

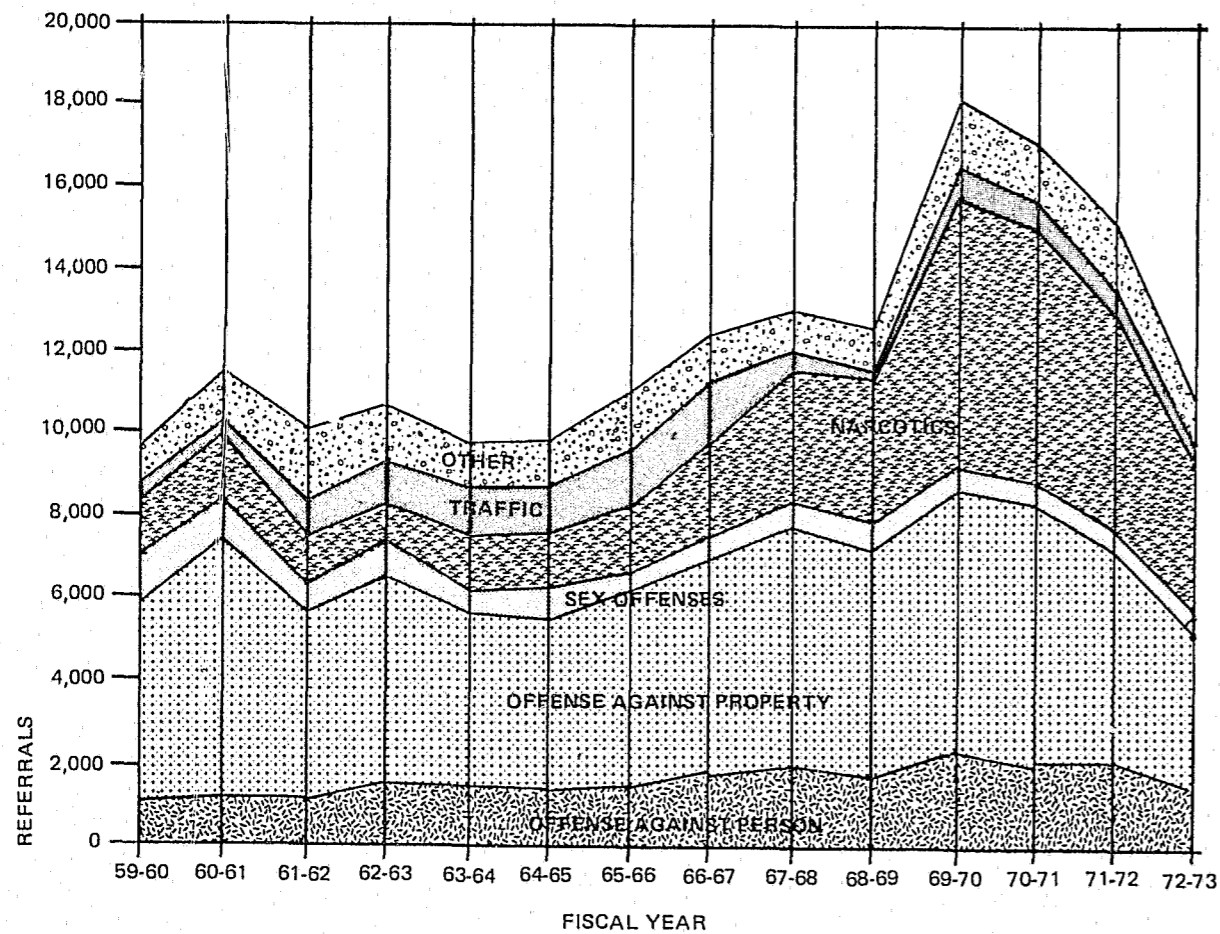


Volunteers supervise activities and provide positive relationships with probationers through the Volunteers in Service to Others (VISTO) program.

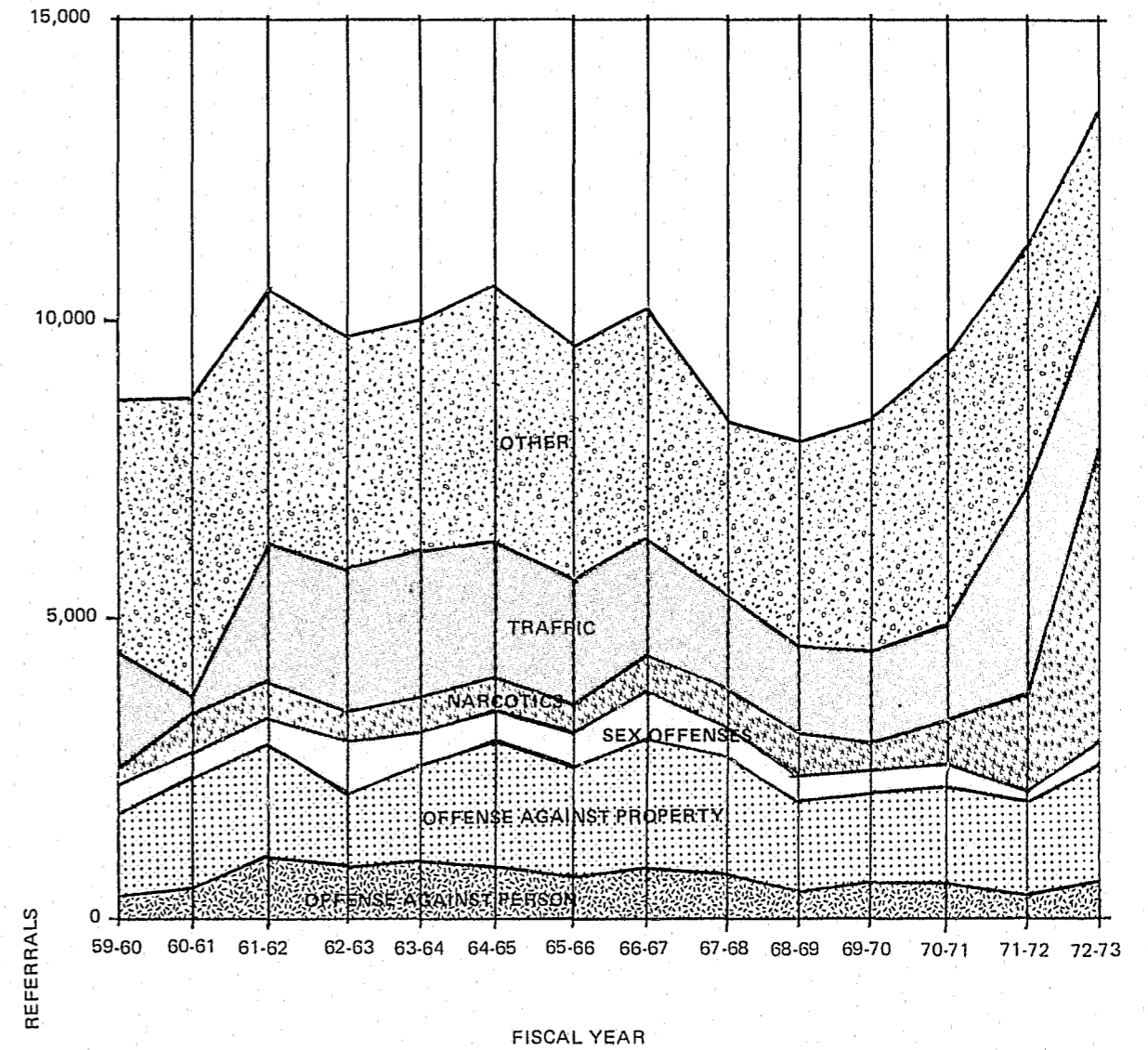
Three graphs show new referrals to the probation department by offense. Adults from Superior and Municipal courts are shown by type of convicted offense. Juveniles are shown by offense or category for which they were referred to probation.

Narcotics offenses represent the greatest change. The greatest increase in narcotics cases is from the Municipal courts, from 6.1% in 1969-70 to 24.7% in 1972-73. This is partially the result of new laws permitting diversion of first-offender narcotics offenders from the justice system.

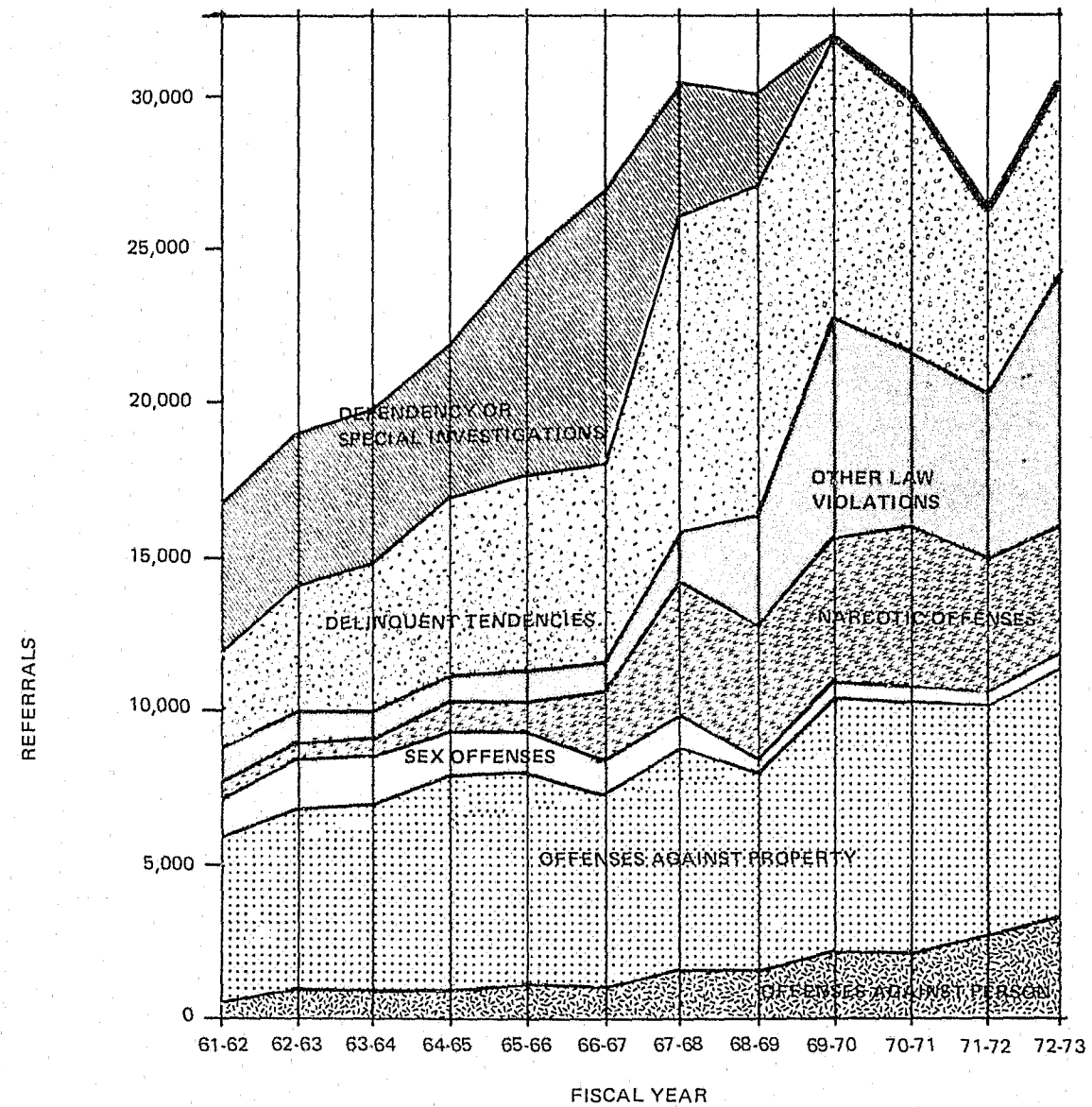
NEW ADULT SUPERIOR COURT REFERRALS
BY TYPE OF CONVICTED OFFENSE



NEW ADULT MUNICIPAL COURT REFERRALS
BY TYPE OF CONVICTED OFFENSE



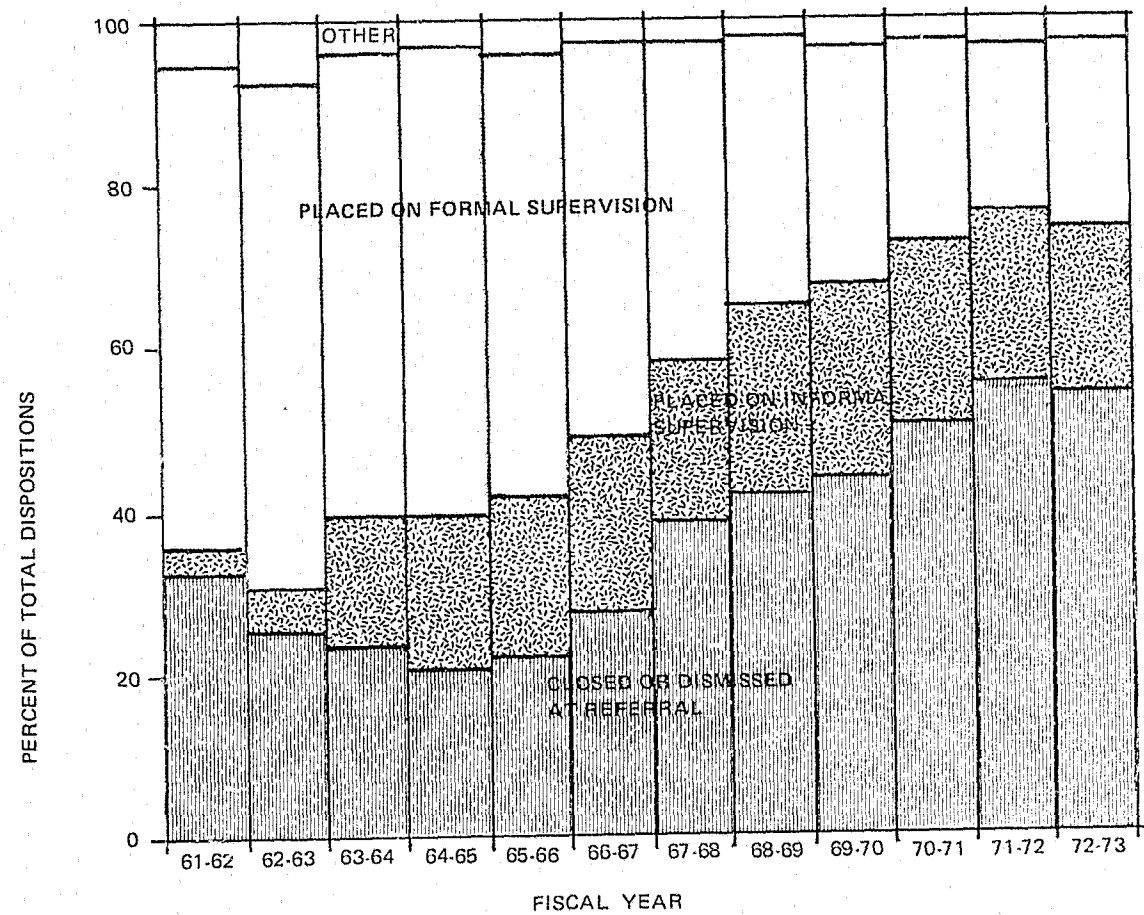
INITIAL JUVENILE REFERRALS
BY OFFENSE



There is evidence of a significant increasing trend in the percentage of juvenile cases referred for offenses against persons, up to 10.2% in 1972-73 from 5.6% in 1968-69.

(The drop in juvenile cases referred for dependency reflects only an administrative change, with dependency cases now being handled by another department.)

DISPOSITIONS OF INITIAL JUVENILE REFERRALS



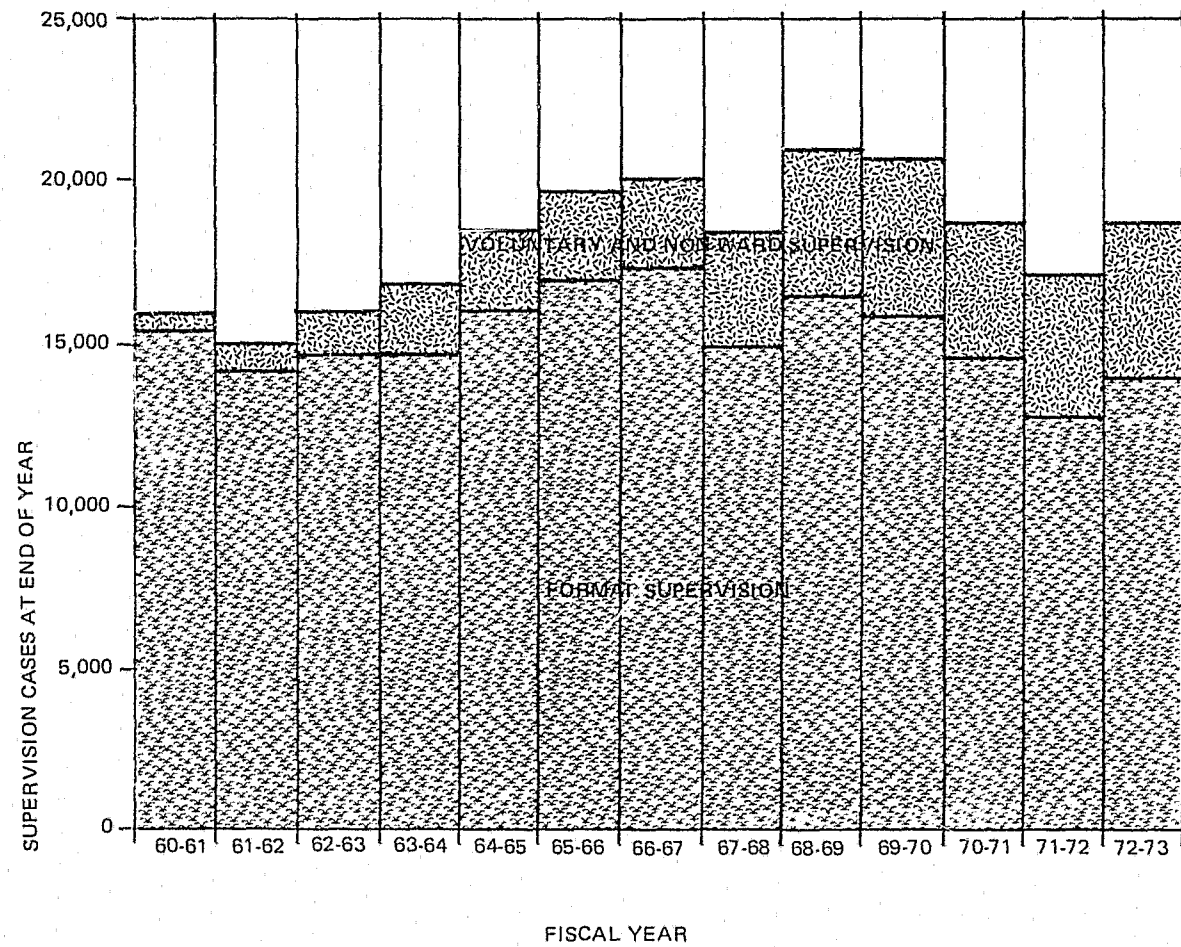
The total number of initial juvenile referrals handled declined from a high of 32,101 in 1969-70 to 28,826 in 1971-72, but seems to be increasing again, with a total of 30,692 in 1972-73.

The most pronounced trend since 1964-65 continues to be the number of juvenile cases closed or dismissed at intake, following the initial investigation by the probation department. The percentage more than doubled in six years and is now at 54.8% of the total dispositions.

The percentage of juvenile cases placed under informal supervision has increased from 3.6% in 1961-62 to a current 21.3%, with a larger yet corresponding reduction in formal probation granted by the court, down to 21.3% in 1972-73.

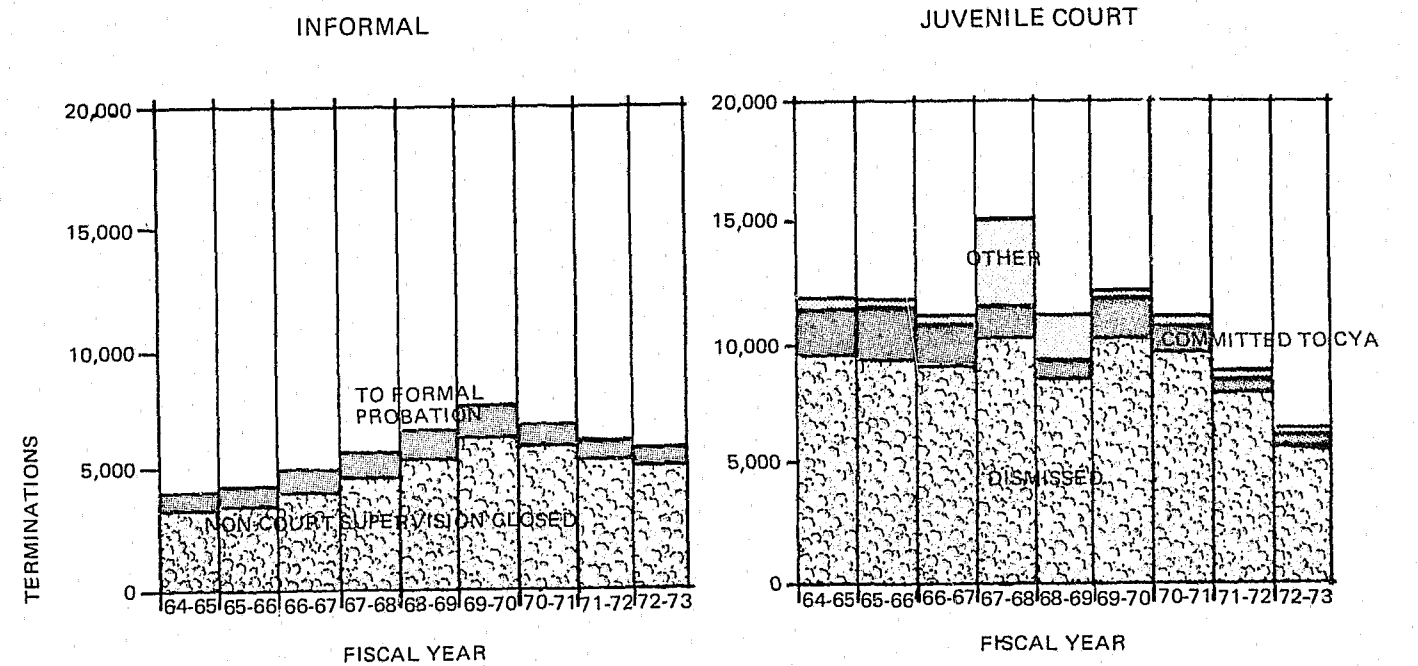
These changes represent efforts of the probation department to divert youngsters from the full processes of the juvenile justice system, thus avoiding the stigma of a juvenile court record.

JUVENILE SUPERVISION CASELOAD
BY JUDICIAL STATUS



The downward trend, since 1969-70, in the total juvenile supervision caseload seems to have been reversed, going from a low of 17,046 in 1971-72 up to 18,809 in 1972-73. However, the percentage of the total caseload under formal court supervision continues to decline, from more than 97% in 1960-61 down to 74.3% in 1972-73.

TERMINATIONS FROM INFORMAL AND JUVENILE COURT SUPERVISION



INFORMAL

Successful handling of informal probation supervision continues, with only 13.1% requiring formal action by the court, and 86.9% successfully terminated.

JUVENILE COURT

Increasing effectiveness of probation supervision is indicated by larger proportions of juvenile court cases terminated as compared with decreasing percentages committed to state institutions.

DETENTION FACILITIES

Juvenile halls, providing temporary care for delinquent, neglected or dependent children are operated by the Detention Facilities Division. Reduction of the capacity of detention facilities for delinquent children when the San Fernando Valley Juvenile Hall was destroyed in the February 1971 earthquake has remained the major problem. Now the remaining juvenile halls must try to meet the County's needs for temporary care and treatment of children.

Herculean efforts throughout the probation department kept the detention population fairly stable until December 1972, when it started to climb to a peak of 1,183 in June 1972, 40% over capacity. The average daily population during 1972-73 was about 25% higher than the preceding year.

Central Juvenile Hall in Los Angeles and Los Padrinos Juvenile Hall in Downey have a total capacity of 837 beds. The result of overcrowding is that children must sleep on mattresses on the floors of day rooms and corridors, programs are curtailed, larger groups of children must be supervised, and the constant threat of disturbances threatens staff and children alike. Security and the safety of children becomes a major concern.

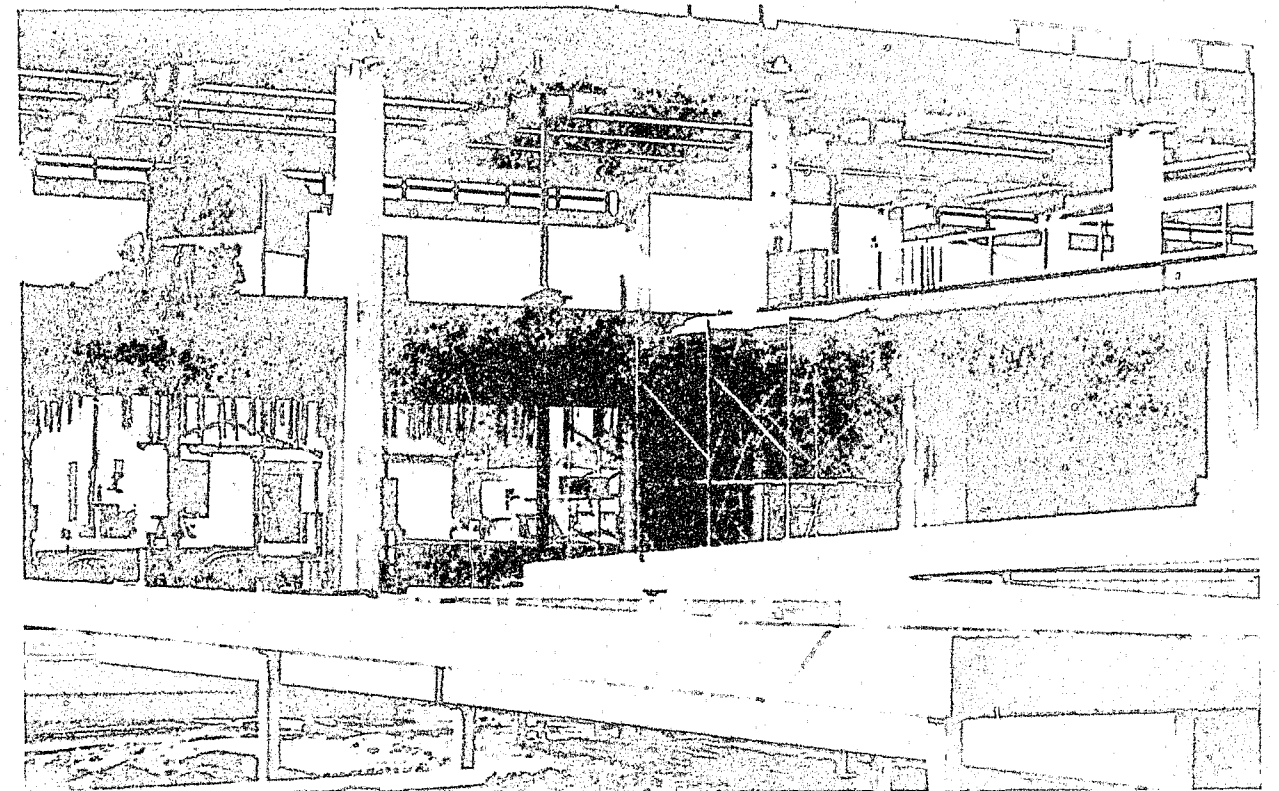
Planning for Detention Needs

The probation department master plan to meet the County's future detention needs was approved by the Board of Supervisors in April 1973. The plan provides for the expansion of Los Padrinos Juvenile Hall in Downey; replacement and expansion of MacLaren Hall in El Monte, the facility for dependent and neglected children; replacement of aged buildings at Central Juvenile Hall in Los Angeles; and contracts with the State to utilize California Youth Authority facilities for temporary detention.

Plans for Los Padrinos Juvenile Hall include adding 91 beds for boys and construction of superior court and psychiatric clinic facilities by 1975. The new MacLaren Hall on the same grounds will provide 200 beds for dependent children from infancy to 18 years of age. The department of Public Social Services will have separate facilities for operation of a short-term intensive care unit for 50 children. Construction has started and is scheduled for completion by 1975.

Replacement of the 411 bed San Fernando Valley Juvenile Hall is to be completed in 1977. The oldest buildings at Central Juvenile Hall are to be demolished. They will be replaced with a two-story, 160 bed boys' residence building by early 1976.

A contract has been negotiated with the California Youth Authority for use of up to 180 beds in Southern California facilities and boys are now being carefully screened for temporary care and custody at the Youth Training School in Ontario.



Construction is under way for replacement and expansion of MacLaren Hall in El Monte, a facility for care of dependent and neglected children, as part of the master plan to meet the County's future detention needs.

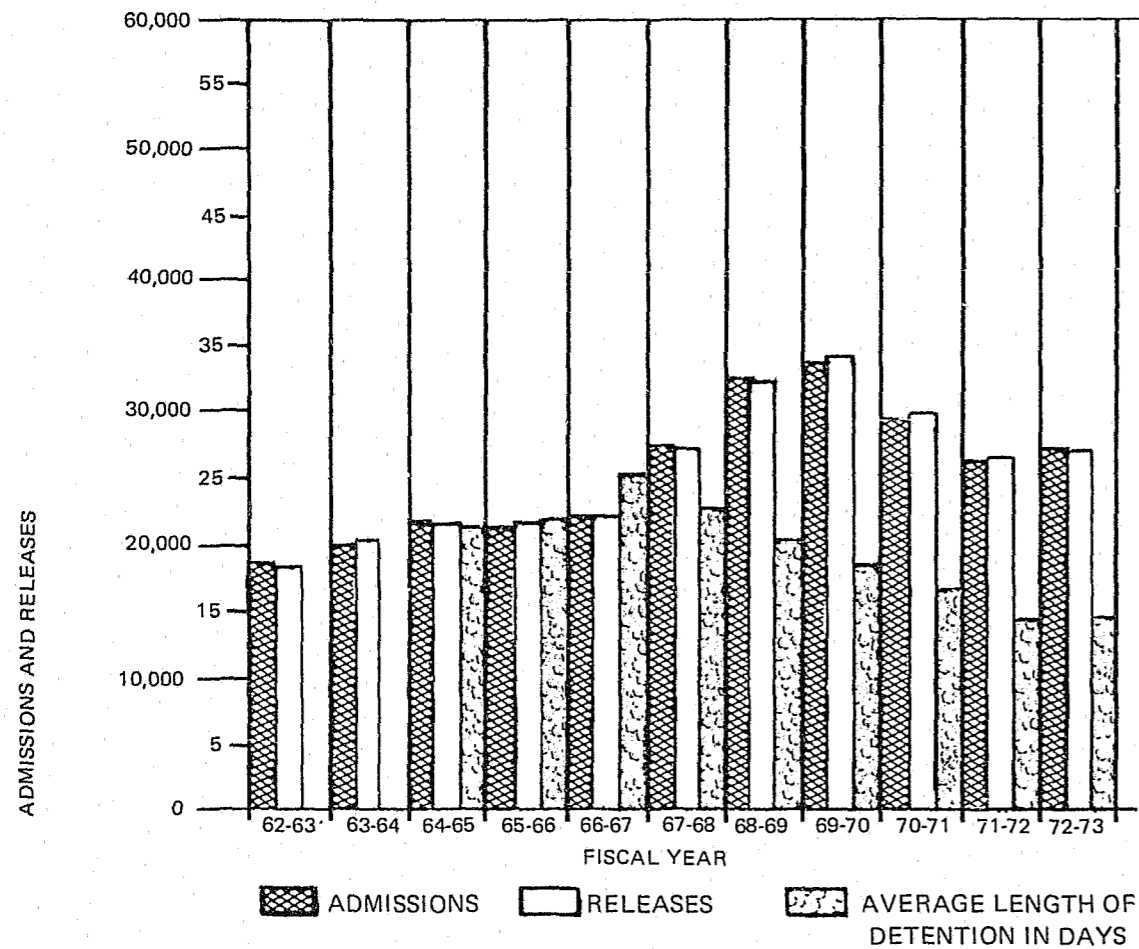
Functions

Juvenile halls provide temporary care for identified offenders and dependent children for their protection and the protection of the community. The treatment-oriented, growth-producing environment of detention facilities contributes to the process of ultimately returning a child successfully to the community. A child in the halls may be awaiting a court hearing and return home on probation, or awaiting a court order to be carried out, usually involving the location of a suitable foster home, private institutional

placement in the community, or commitments to camp or the California Youth Authority.

The most important task of juvenile halls is to safeguard the safety and welfare of children, while affording protection to the community. During the youngsters detention there is the opportunity for diagnostic observation to assist in planning for the child and, in addition, for constructive recreation, education, religious group activity and counseling programs to modify his behavior and help in his rehabilitation.

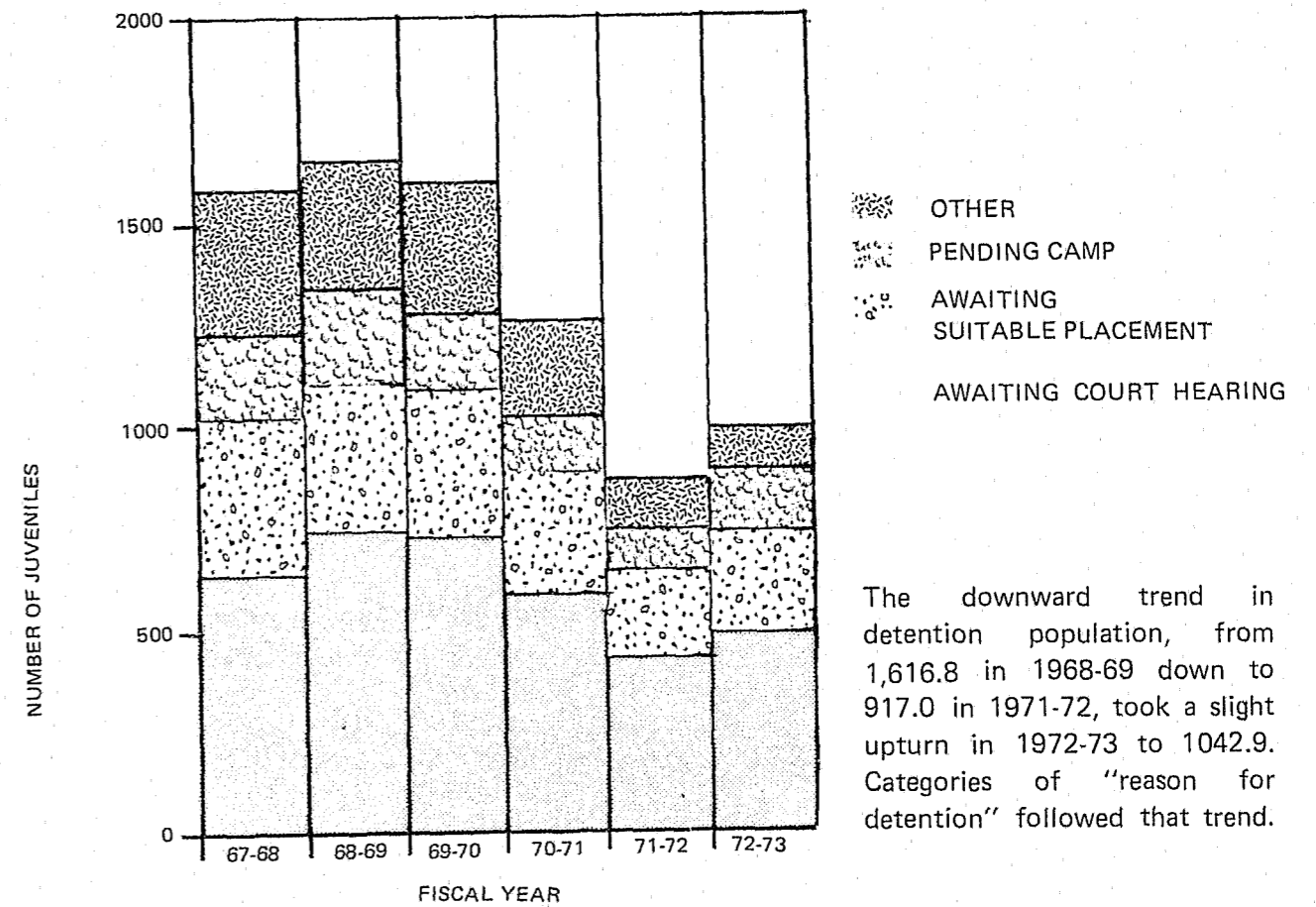
ADMISSIONS TO AND RELEASES FROM JUVENILE HALL
AND AVERAGE LENGTH OF DETENTION



The rapid escalation of admissions to probation department detention facilities turned around in 1970-71, continued down in 1971-72, and leveled off with a slight increase in 1972-73.

Even more significant for the total detention population has been the downward trend in average length of detention, down 41.5% since 1966-67.

AVERAGE JUVENILE HALL POPULATION BY REASON FOR DETENTION



The downward trend in detention population, from 1,616.8 in 1968-69 down to 917.0 in 1971-72, took a slight upturn in 1972-73 to 1042.9. Categories of "reason for detention" followed that trend.

New and Special Programs

Probation department trainees receive 120 hours of training in the Detention Facilities Academy before starting their regular work assignments.

Family treatment seeks to improve parent-child relationships.

The crisis intervention program also helps families resolve problems and eliminates the need for detention pending court action.

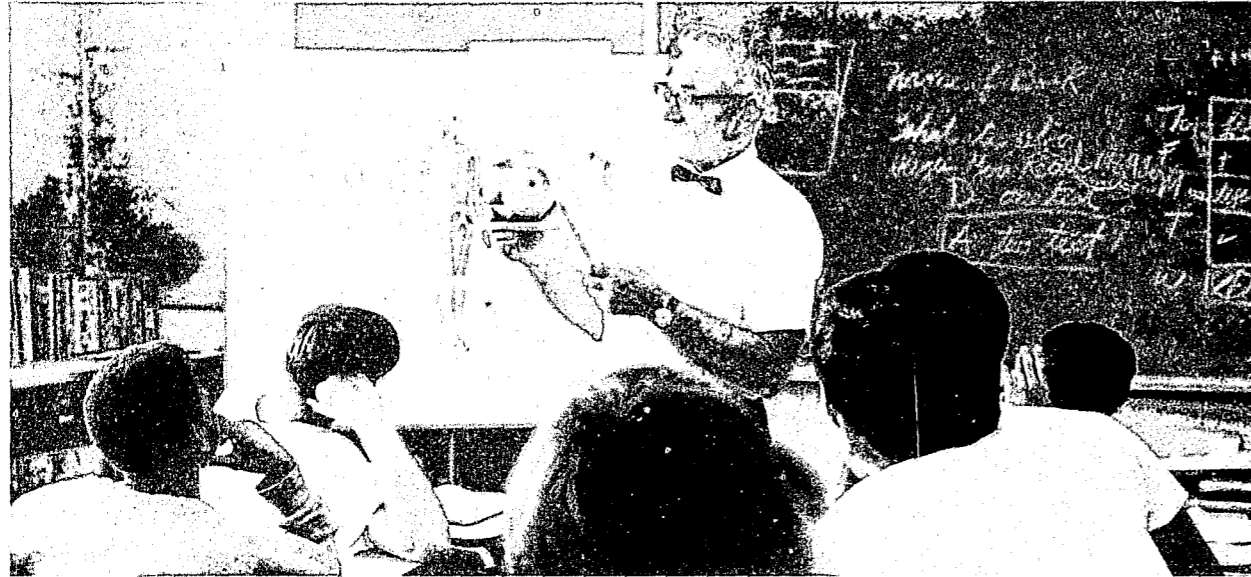
Operation short-stop at Central Juvenile Hall is a voluntary drug education program for the first-detained child and his parents.

Three "down-to-earth" sessions on drugs and drug abuse help families to deal with this increasingly serious problem.

Behavior modification techniques which involve the systematic, positive reinforcement of desirable behavior are now being employed at Central Juvenile Hall under the direction of a consultant psychologist.

In schools operated by the County Superintendent of Schools, diagnostic testing has been implemented followed by placement at the appropriate grade and achievement level in the school program.

CAMPS AND SCHOOLS



Educational programs in camps and other probation department schools and facilities are provided by the County Superintendent of Schools.

Major emphasis of the Camps and Schools Division is protection of the community and rehabilitation of probationers. New, innovative treatment programs have been designed to meet the needs of youngsters involved in violence and who must be removed from their homes and communities.

Changes in Camp Programs

During 1971-73, Camps Munz and Mendenhall were transferred to the Health Services Department because of low population. With changes in the number of juvenile arrests and increasing numbers of minors being placed by the courts in camps and Las Palmas School for Girls, the remaining camps now operate at full capacity. With increased concern about juvenile violence, it has been necessary to innovate many program changes and to modify physical plants.

Need for Security

Security in some camps is necessary for maximum protection of the community and for treatment of minors, many of whom are AWOL-prone. Such security is now provided at Camp Kilpatrick and similar construction is planned for Camps Gonzales and Rockey. The secure camps have a higher ratio of staff to boys than in the open camp settings. Individual attention is given as in other camps, except that activities are on campus only. Job placement, counseling, athletics and hobbies are provided. Home visits are part of the total treatment program.

Junior camps offer programs for boys age 13 to 16 and senior camps for those 16 to 18. The Scudder placement center provides an intensified treatment program for boys 13 to 17 who have failed in prior placement.

Family Treatment

Major emphasis in some camps and in Las Palmas is on the family counseling with regular home visits. Family conferences are scheduled during both home visits and in the camp, on a regular basis. The family treatment program at Camp Scott is federally funded.

Education

There is a full-time school program in junior camps, with tutoring and part-time work when necessary. Each case is studied individually, objectives are identified, and a plan to achieve them is developed. Recreational, hobby and social activities are provided in all camps.

Vocational Training

Packard Bell has been operating a vocational training program at Camp Fenner Canyon. The AFL-CIO and private industry are active in job training and placement at senior camps as these boys need to become self-supporting and are in need of help in completing high school credits in order to obtain a diploma. A large oil company and supermarket chain participate in training and placement of camp boys. Camps Afflerbaugh, Miller and Rockey are all involved in this type of vocational preparation.

Senior camp boys are taught fundamentals in fire suppression and prevention. Part-time academic education, including driver education, is provided. Home visits are part of the total treatment.

At Las Palmas School for Girls vocational courses are offered including homemaking and business training.

At Camp Miller there is a program for enrollees in the Neighborhood Youth Corps program who are assigned to civilian crews and earn stipends. If successful, they may

compete, after camp graduation, for a job with Los Angeles County fire department.

Preparation for employment and ability to be self supporting are two major treatment goals. There are also individual and group counseling, and discussion groups which constitute another element in the total program. As in all camps, individualized case plans are developed for each boy when he enters the camp.

Aftercare

Aftercare supervision has permitted the return of the probationers to their homes and communities in significantly less time in the facility than was prior to the establishment of aftercare supervision. This allows more probationers to be admitted to the program. There are ten aftercare officers at Las Palmas School for Girls and seven aftercare units for boys located throughout the county.

ADMINISTRATIVE SERVICES

Administrative Services Division provides staff support and auxiliary services to the entire department. Directed by the Administrative Deputy, offices in Administrative Services cover a wide range of operations including Budget/Fiscal, Affirmative Action, Personnel, and Employee Relations.

Under a recent reorganization, a Division Chief heads program-related offices including program development, research and information systems, special services, staff training, and the functional consultants.

During the past two years, administrative services was responsible for developing, coordinating and implementing both the departmental reorganization plan, featuring regionalization, and the "super agency" concept in its initial stages. Offices within the division provided the expertise required in developing the reorganization programs.

Budget and Fiscal Services

The Budget Section analyzes and submits eight separate operating budgets. The total budget appropriation for salaries, services and supplies, and fixed assets in 1972-73 was \$56,883,602. There are 4,225.2 budgeted positions. Budget offsets from services rendered to other departments and revenue amount to \$14,172,437, including Federal grants for demonstration projects. Item control was assigned to the Budget Section in 1972-73. The budget section participated in the analysis and development of probation services and programs, costs, goals and objectives which were submitted to the Board of Supervisors as part of the 1973-74 budget consideration.

Business Management is responsible for maintaining accounting records on Probation expenditures and revenue.

Facilities Planning prepares capital projects and special jobs budgets and coordinates leases. Capital projects appropriations totaled \$1,387,300 in 1972-73. Nineteen new leases were approved for a total of 87,523 additional square feet.

The new probation headquarters in Downey was completed in May, 1973. The renovation of Camp Fenner Canyon was nearly completed in this reporting period. Contracts were let for the security wall and dormitory at Camp Gonzales, the reconstruction of MacLaren Hall and the expansion of Los Padrinos. Final plans were completed for the new Citrus, Rio Hondo and Crenshaw area offices.



Chief Probation Officer Kenneth E. Kirkpatrick, Administrative Deputy Louis G. Fakhoury and Facilities Planner Gordon Hillberg review plans for the new probation headquarters offices in Downey.

Property and Supply distributes office equipment and supplies, and handles communications and salvage operations for the entire department. During this reporting period, more stringent controls were installed to account for fixed assets inventory. Services to provide for periodic and emergency deliveries to area offices were also implemented.

Personnel Services

Personnel Services Office has continued to grow along with the entire department. The addition of payroll, safety, security, parking and mileage, and manpower programs provides better coordination of personnel related services.

Over the past two years, Probation staff has increased by more than 800 new positions. These and other personnel changes have resulted in the processing of over 10,000 personnel changes. Through all of these changes and transactions, payroll has maintained an outstanding County-wide reputation as one of the most accurate operations. Personnel has employed and trained approximately 382 employees through employment training programs such as Neighborhood Youth Corps (NYC), Urban Corps, and the Public Employment Program. In addition, more than 100 Community Workers have been hired and were initially trained through the enrollee program of the Manpower Programs section.

Participation in the annual Career Guidance Center has resulted in contact with over 35,000 students and the distribution of 7,000 pieces of information material. The blood bank program has involved 97 donors in the headquarters with additional contributions at other facilities and offices. The Associated In Group Donors (AID) campaign, held annually, is in operation

throughout the year as new employees in the orientation program are invited to sign up for payroll deductions of their charitable contributions. Over 1,725 employees are enrolled.

Affirmative Action

Even before the implementation of the County affirmative action program in 1969, the probation department assigned a recruiter to reach minority groups through target recruiting on campuses and in the minority communities.

One of the first accomplishments of the departmental affirmative action program was to demonstrate cultural bias in the testing process and the elimination of many written examinations, which drastically increased the number of minority candidates qualifying for appointment and promotion.

Some Spanish language examinations were given. Through the process of selective certification, all four Spanish speaking candidates on the promotional list for Probation Director I were appointed. Prior to May 1971 there were no Mexican-Americans holding positions as managers in the department. From July 1971 to May 1973 the number of Spanish speaking supervising deputy probation officers and probation directors was increased from 13 to 22, representing an increase of nearly 60% in supervisory and management positions.

New careers positions were utilized in the effort to hire and upgrade minorities and women. The manpower unit utilized the Mexican American Opportunities Foundation as a primary source for Community Worker trainees.

Steady progress in remedying the imbalance in ethnic staff distribution has been made since June 1971, and the department

will continue to monitor progress toward achievement of parity with County population.

Program Development

The Program Development Office develops, implements and monitors special probation programs funded through State probation subsidy or Federal grants. This includes development of standards and auditing special supervision programs. The department plans to extend the standards function to all probation programs.

A program planning unit develops innovative program concepts, and processes grant applications and subsidy programs through the various stages of the County, State and Federal system.

The proposed subsidy programs for 1972-73 contains 617 probation staff and a total budget of \$8,757,564.

Eight new programs are federally funded, including Camp Fenner Canyon vocational rehabilitation (\$230,000), Prevention of Delinquency Through Intensive Supervision (PODIS) (\$111,309), Probation Family Treatment (\$135,824), Intensive Family Treatment/Camps (\$145,224), Delinquency Intervention Adjustment Center (DIAC) or "Los Compadres" (\$124,742), and three others for a revenue total of \$1,092,435.

The planning unit also acts as liaison with other County departments, in the negotiation, preparation and execution of all contracts with non-County agencies.

The Implementation Section serves in a staff role to assist the line operation in implementing programs. In some instances programs such as the CONTACT employment project have been assigned directly to the Program Development Office until they become operational and can be transferred to the appropriate field office.

Standards and Evaluation is responsible for monitoring programs under State Aid for Probation Services, California Council on Criminal Justice, Model Cities, and Model Neighborhood funding. Program analysts interpret State requirements and regulations for 37 line units. 1971-73 saw the expansion of the subsidy package to include the fourth Narcotic Treatment Control Unit (NTCU) and the new police-probation program.

Program analysts are also involved in monitoring the partially subsidized Volunteers in Service to Others (VISTO) Program with primary responsibility for the development of the reporting system designed to measure the delivery of service by volunteers to field officers. They are also involved in a plan to expand VISTO to serve Facilities and Camps and Schools.

Research and Information Systems

The Research and Information Systems Office (RISO) has expanded both in function and in size during the past two years. There are ever-increasing demands for timely information to support management and field operations, and for evaluation of the many special programs.

In addition to the compilation and analysis of data for required statistical reports (such as the statistical tables included in this document), research staff are engaged in such activities as: Evaluation of special supervision programs and experimental programs. Computerizing data processing functions. Developing the probation information system (PRINSYS) which will provide department management and operations staff rapid access to needed information through a central computer tied to terminals at many work locations.

Staff Training

The Staff Training Office provides training programs to improve job performance, to augment staff development, and to increase the effectiveness of the department's services. 1971-73 programs include: Transfer training for staff newly assigned to field services units (230 staff); Sanitation practices in food services (60); Management and supervisory (82); Crisis-intervention strategies (150); Intercultural awareness (300); Violence containment to reduce the incidence of physical acting out in children's facilities (120); Tuition Reimbursement (50); Peace officers training (State mandated) (820); Seminars on treatment approaches and concerns including family and group counseling, reality therapy, family treatment and working with resistive clients (300); Work shop on juvenile gangs (80); Half day orientation program (15 per week); New Careers training (500); Conferences of secretaries, camps and schools and supervisors (780).

Special Services

The Special Services Office provides supportive services for the Department through its various sections. Because of the increasing number of juvenile courts being added to the system, more than 40% of the workload of the Transportation Section is now spent in transporting minors to their court hearings. Court hearings for detained minors have doubled or tripled in the last year.

The number of juveniles requiring maximum security when being removed from detention for various reasons is also increasing and two deputies are assigned to these cases. Changes in camp programs have also tended to increase the workload.

The most drastic change in the operation will come as two-way radio units are installed in the County vehicles and transportation goes into a direct radio-dispatch system. This program should be completed by the end of 1974, and will strengthen safety and security for minors and staff.

Transportation has returned more than 3,000 minors to their legal residences, completed 43,000 assignments and has driven 1,505,756 miles without a serious injury to the 75,000 minors that were transported.

Forms and Records Management includes, as a part of the County records control program, destruction of 4,844 cu. ft. of records and removing 3,917 cu. ft. to a records depository during the report period. Two hundred and sixty new and revised forms were processed and catalogues of the 400 departmental forms were compiled.

During one year (1972-73) the Food Services Director was responsible for the serving of 2,200,000 nutritious meals to wards and 500,000 meals to adults on supportive services on a frugal allowance for raw food.

The Central Records Section serves as the department's files depository and information center.

During 1972, the Index Section processed 41,613 Applications for Probation, an average of 3,467 per month. 107,109 telephonic inquiries from the public, local and out-of-state police and/or social agencies were received.

The Numbering Section processed 44,985 Superior Court and 42,484 Municipal Court Applications for Probation and 44,406 juvenile petitions during the two year period.

In addition to administrative studies and procedure development, Documents and Procedures Section provides direction for the planning, improvement and coordination of the Department's internal written

communications. This communications function has been supported by the section's added forms design and other graphic art and composer services; by increased document distribution (up 25% during this period) and the recently added supervision of the department's reproduction services.

New publications in 1971-73 include the Emergency Plan Manual, the INDEX, a cross reference guide to all Departmental publications, the Directory of Municipal and Justice Courts and the Documents Inventory.

Systems and Measurement conducts studies throughout the Department, recommending and implementing system changes and developing performance standards. Through improved systems design and more efficient identification of staffing requirements, studies in 1972-73 have resulted in the deletion of 75 budgeted positions and an annual savings of more than \$750,000 with fifteen additional positions deleted in 1973-74. Projected cost improvement for 1972-73 is \$228,644.

MEDICAL

The Medical Division of the Probation Department has diverse functions.

Organization and Functions

The services include the Dental Section clinics at Central Juvenile Hall, Las Palmas and Los Padrinos. These clinics examine and treat the juvenile entering the detention facilities. Juveniles in camps and other placements are provided treatment as needed both through the clinics and private community resources, coordinated through the Head Dentist.

The Medical Section is the largest section in the Medical Division. Infirmaries are maintained at Central Juvenile Hall, Los Padrinos, Las Palmas, and MacLaren Hall. Twenty-four-hour nursing care is maintained. Clinics are held in these facilities as well as in Lathrop Hall. Nursing services are also provided at the camps with the assistance of public health nurses assigned to the camps.

All children in detention are given physical examinations and medical problems are treated by the staff as they arise, both

within our own clinics and infirmaries and by private physicians within the proximity of probation's various facilities. Physicians are available on premises or on call 24 hours a day.

The Pharmacy Section supplies all the medications and medical supplies used in all of our facilities and camps. The pharmacist has given considerable service to the Probation Department by both lecturing to various probation and lay groups and providing pertinent drug information.

The Psychiatric Section includes the Psychiatric Clinic whose primary function is providing required psychiatric and psychological reports for the court. This section functions through the Psychiatric Director.

The Psychiatric Clinic, in addition, is significantly involved in consultation and supportive services to the components of the various facilities and camps. The Clinic staffing is composed of psychiatrists, psychologists, and social workers, together with clerical staff.

Lathrop Hall functions as an extension of the Psychiatric Clinic and is a 42-bed treatment facility for girls who will likely benefit by a 90-day program of family-oriented assistance.

New and Special Programs

The services of the psychiatric portion of the Medical Division have expanded and have been redirected during the past two years. Especially noteworthy is the presence of a clinical team of psychiatrist, psychologist and social worker at MacLaren Hall. Services were also expanded to Los Padrinos.

Additional funding has allowed an increasing service to the camps which will continue to grow in the near future. In

addition, our clinical staff is attempting to deploy itself into some area offices as funding will permit.

A continued expansion of psychiatric services is needed to meet the needs of probation. To date services are provided exclusively to the juvenile, with marked adult psychiatric needs being unmet within the probation system.

A continued significant need exists for the development of a psychiatric facility of approximately 40 beds for the juveniles in detention who are emotionally disturbed to a severe degree.

Services to area offices, various facilities, and camps are limited due to lack of funds and careful consideration of these needs is a priority.

PROBATION COMMITTEE

The Probation Committee has commitments to community involvement, support, and awareness of the services, goals, and objectives of the Probation Department.

Ten members appointed by the Board of Supervisors serve as the "communication link" between the Department and the community and keep the Chief Probation Officer apprised of the citizen's point of view.

Throughout the year the Committee assists the Department in the formulation of recommendations on major policy matters, program proposals, and the operating procedures or problems in which the Department becomes involved.

Highlights of the Committee's activities during the past two years have included

numerous meetings with other County officials, the District Attorney, Public Defender, and Judges of the Superior Court. The Committee made appearances before the Board of Supervisors on the behalf of Departmental issues and concerns. Public hearings have been conducted at various area offices of the Probation Department which provided the citizens with an opportunity to meet with and discuss mutual concerns with the Committee. A number of subcommittees were formed to work on such issues as pending legislation in regard to the Juvenile Justice System. Another area which received Committee attention was the proposed consolidation of various County Departments into a super agency structure.

The committee conducted twice-monthly meetings with the Chief Probation Officer and other Executive Staff and through its many community contacts the Committee assisted the Department in maintaining and improving relationships with the community through interpretation of

Probation policies, programs, and services.

The efforts, energies, and effectiveness of this Committee, as demonstrated throughout the report period, are regarded as invaluable assets to the Probation Department.

but unfunded services to children in probation departments facilities and institutions. It would not be possible to list all such groups, but a few examples will demonstrate the range of this kind of activity: Council of Jewish Women, "We Care", Parent Teachers districts and councils, Lawyers'

Wives, and youth committee of the Junior Chamber of Commerce. Hundreds of individual citizens enrich recreation, education and activity programs by participating with children and staff in arts, crafts, dance instruction, academic tutoring and grooming classes.

CITIZEN SUPPORT AND PARTICIPATION

In accordance with one of the administrative objectives of the probation department which stresses the need for citizen participation in and support of probation services, many efforts and activities of the agency are geared to citizen support and participation.

The involvement of citizens and community groups in the Volunteers In Service To Others (VISTO) program and through the official Probation Committee have been noted above, but there are many other avenues for joint efforts between probation and the community.

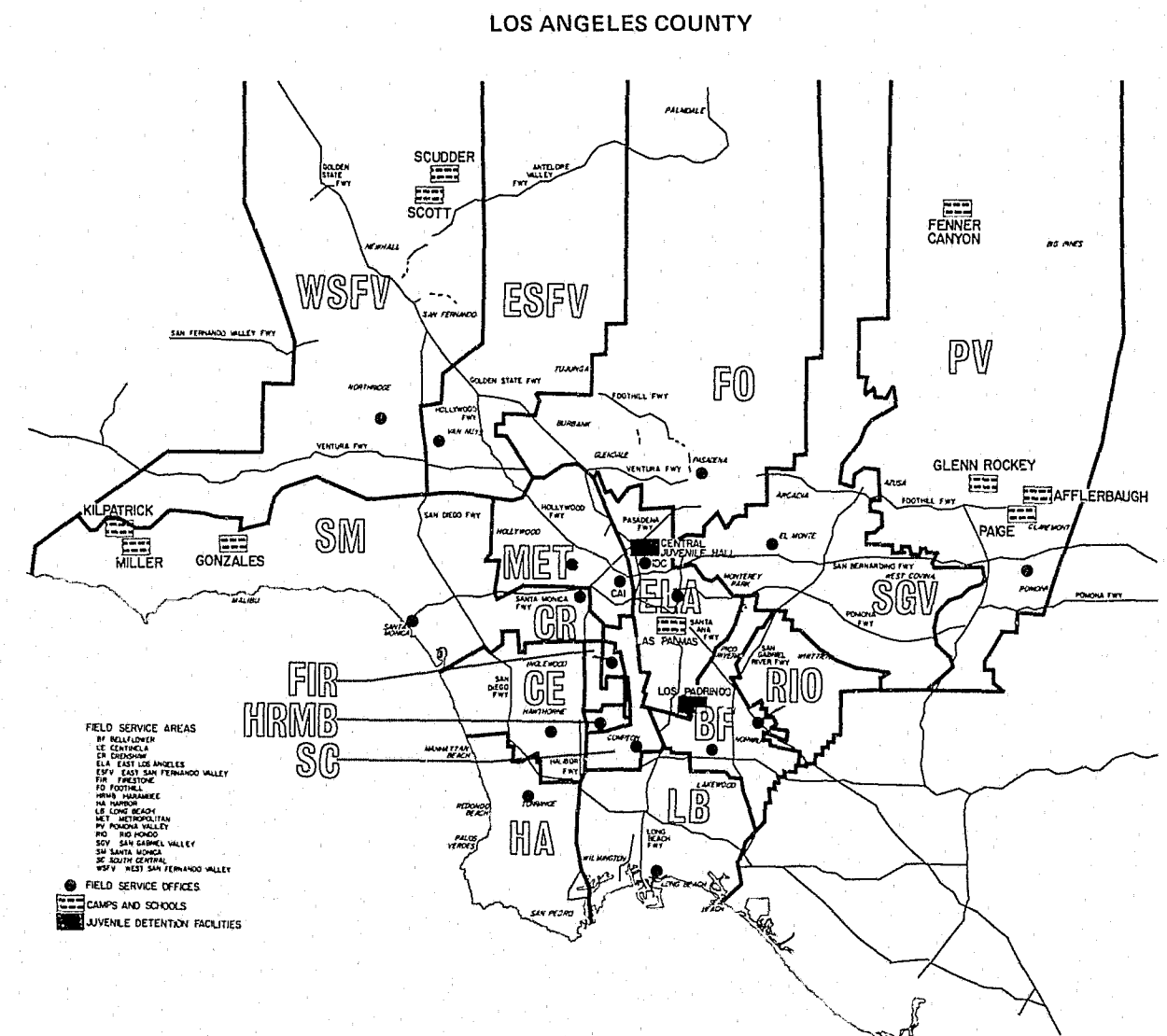
One of the official County commissions which contributes to improvement of probation services is the Vocational Training and Inspection Commission. Through regular visits to probation facilities, inspections and meetings with probation management, the Commission provides ongoing support and guidance for all vocational programs and maintenance standards in probation camps and facilities. Significant improvements in physical facilities and in programs have resulted from their advice and help.

Other commissions which contribute to improvement of probation programs include the Delinquency and Crime Commission, the Narcotics and Dangerous Drugs Commission and the Youth Commission. The County Grand Jury, through its audit and inspection functions, also makes significant contributions.

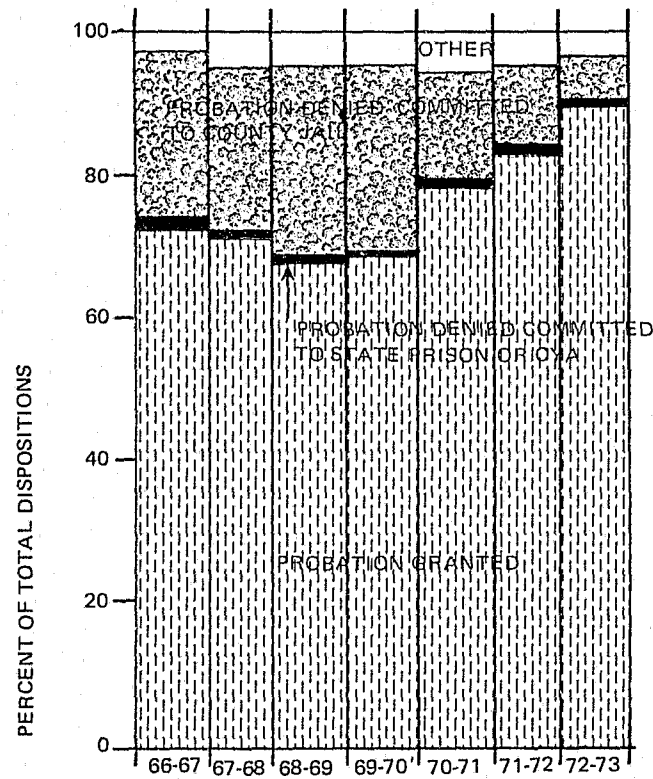
Concern about the need for employment of probationers, often essential if a client is to make a successful adjustment in the community, is being expressed in significant ways by a number of community organizations through their support of the CONTACT employment program. Included in support of CONTACT are the National Conference of Christians and Jews, Merchants and Manufacturers Association, Industrial Council of the City of Commerce, Teamsters Joint Council No. 42, and the Personnel-Industrial Relations Association. Without the full cooperation and support of the State Department of Human Resources Development, this program could not exist.

Many citizens individually and community organizations provide essential

PROBATION DEPARTMENT CAMPS, SCHOOLS, JUVENILE HALLS AND FIELD SERVICE OFFICES



DISPOSITIONS OF NEW ADULT MUNICIPAL COURT REFERRALS

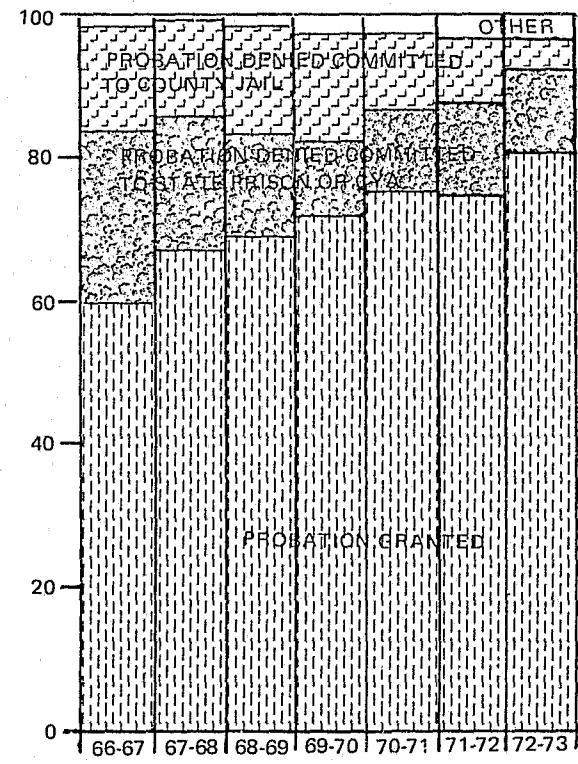


FISCAL YEAR

The total number of Municipal court cases and the number granted probation has shown a marked increase since 1970-71, as has the percentage of Municipal court cases granted probation.

The number of Municipal court referrals rose from 8,755 in 1970-71 to 13,568 in 1972-73, while the percentage granted probation rose from 78.1% to 90.9%.

DISPOSITIONS OF NEW ADULT SUPERIOR COURT REFERRALS

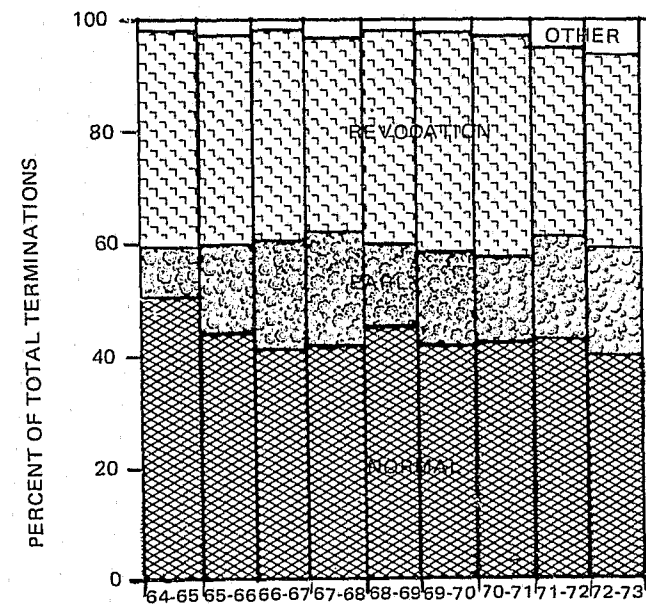


FISCAL YEAR

Although the numbers granted probation after conviction in Superior court has declined since 1970-71 (from 13,431 to 9,318), the percentage granted probation continues to increase, up to 80.5% in 1972-73.

The percentage of Superior Court cases committed to state prison or youth authority has remained fairly constant since 1969-70, but the percentage committed to county jail continues to drop, down to 5.3% in 1972-73.

TERMINATIONS FROM SUPERIOR COURT PROBATION

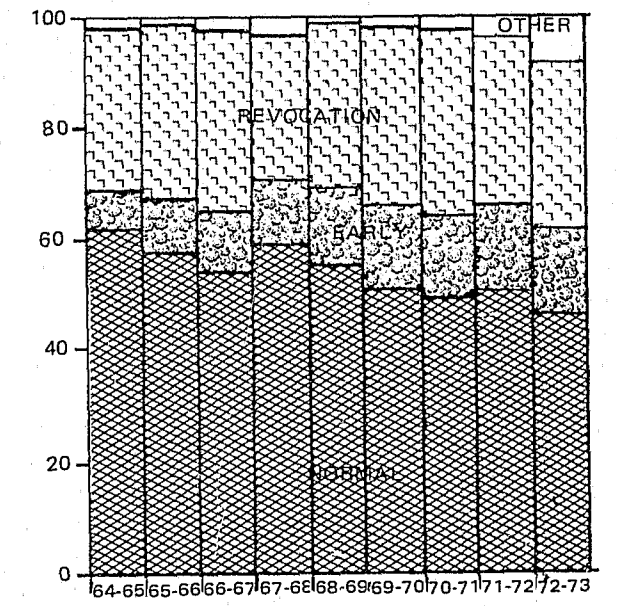


FISCAL YEAR

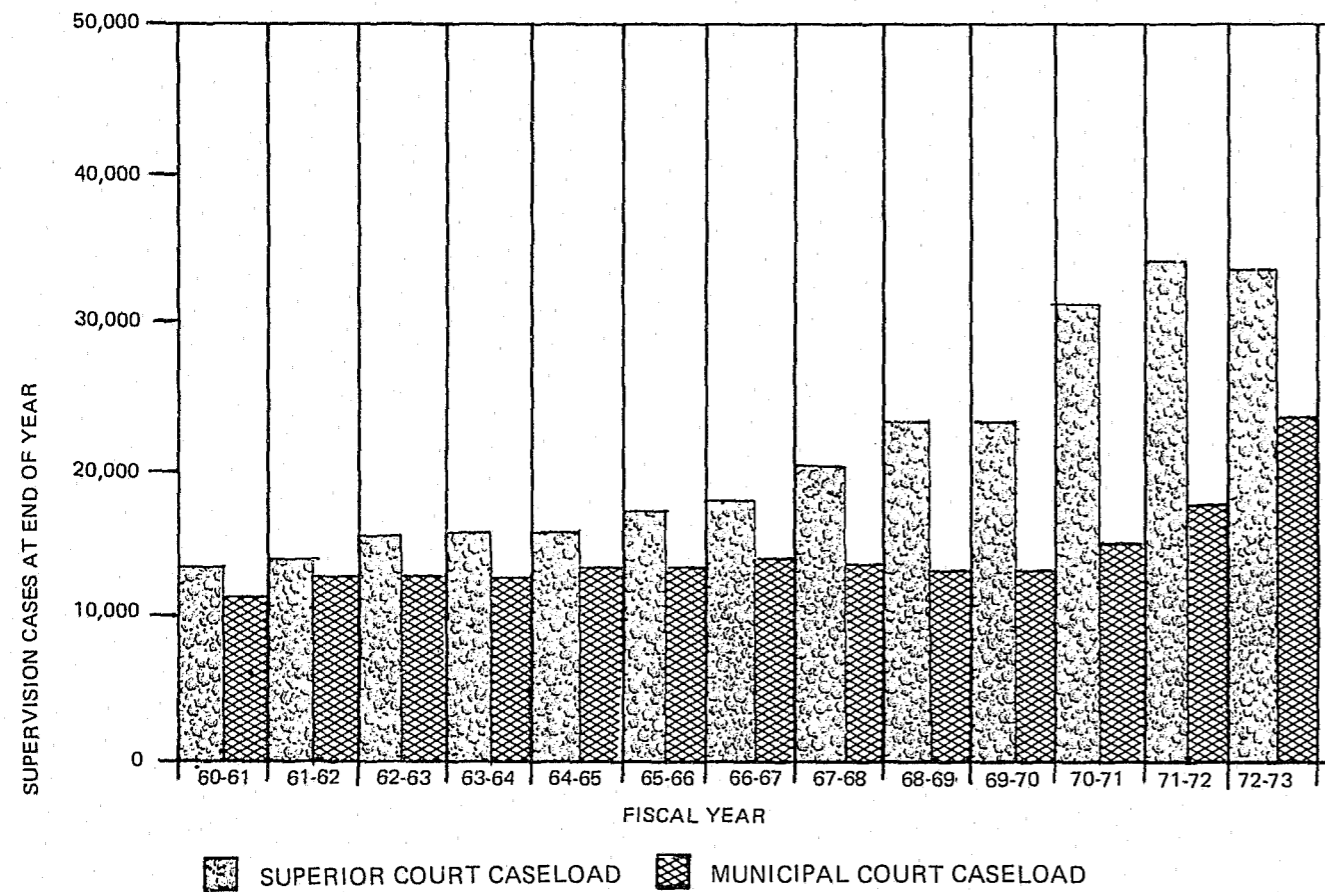
The trend since 1964-65 showing more "early terminations" from probation supervision seems to continue, with 18.9% of Superior court and 13.6% of Municipal court cases dismissed before the end of the probation period in 1972-73. Early termination indicates a greater degree of successful adjustment in the community.

The rate of revocations during each year for adult probationers has remained fairly constant since 1964-65, despite the fact that more serious cases and more narcotics cases are in the caseload.

TERMINATIONS FROM MUNICIPAL COURT PROBATION



SUPERIOR AND MUNICIPAL COURT
ADULT SUPERVISION CASELOADS



The total adult supervision caseload continues to climb, from 26,682 in 1960-61 up to 59,941 in 1972-73.

The ten-year trend of much more rapid increases in the Superior Court caseload than in the Municipal Court caseload has been turned around since 1970-71. Municipal Court cases now account for 40.8% of the caseload, as compared with 31.9% in 1970-71.

END