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✓ GUIDE TO ILLINOIS PAROLE AND  
RELEASE DATA

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ACQUISITIONS

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## INTRODUCTION

This report is a user's guide to Illinois adult parole and supervised release data. The Statistical Analysis Center (SAC) hopes that this report will enable researchers to use Illinois parole data more easily, more frequently, more accurately, and more creatively. It also hopes that, with more frequent use, the quality of the data will eventually improve. This report is intended to be used as a reference. It includes detailed descriptions of each source of adult parole and release data in Illinois; a section on people to contact for more information or for access to the data; a glossary of terms relating to parole, past and present; and a bibliography of research which has used Illinois parole data.

This report does not attempt a thorough analysis of the quality (validity and reliability) of parole data. Instead, it is a general guide to the collection and maintenance of parole data in Illinois, and a listing of what data are available, for which years, where the data are kept and how to gain access to them. Other than determining whether the data are really there, that is, the percent missing, we have not made a systematic study of validity or reliability. However, there have been several recent analyses of data quality, particularly a report by Eldeen Feuerstahler done in mid 1976 (Feuerstahler 1976.) Where such a secondary source as to data quality exists, it is noted.

The remainder of this Introduction is a brief overview of Illinois adult parole data and an introduction to the more detailed sections of this report.

### The Illinois Adult Parole and Release System

Speaking of the Illinois "parole" system is, in a sense, a misnomer. Illinois has just converted from an indeterminate to a determinate sentencing system, a result of Public Act 80-1099, now codified in Illinois Revised Statutes Chapter 38, § 1005-10-1 & 2 (Supp. 1977), which became effective on February 1, 1978<sup>1</sup> This law

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<sup>1</sup>This is also known as House Bill 1500 and as the Amendatory Act of 1977. We shall refer to it here as PA 80-1099. A copy is in the Statistical Analysis Center Library.



created a new category for serious offenses, Class X, set determinate prison terms and supervised release terms for all classes of offense, changed the Parole and Pardon Board to the Prisoner Review Board and made it completely independent of the Department of Corrections (DOC) with different functions than it previously had, and created the Criminal Sentencing Commission to study the effects of the law. (For definitions of these terms, see the Glossary.) The Criminal Sentencing Commission Interim Report, Appendix A, reviews the law.

For those sentenced under the new law, parole no longer exists. Instead, there is a fixed release date, assuming good time, set by law at the beginning of the term. On this date, prisoners will be released for a period of supervision also defined by law (see Glossary.) The Prisoner Review Board determines what degree of supervision is necessary, hears all cases of violation of supervision and is the "court of last resort" for "loss of good conduct credit" cases. People who were sentenced before the enactment of PA 80-1099 and who have indeterminate sentences with a minimum of less than twenty years are given a choice of taking a fixed release date (which can be reduced by good time) or continuing under their current status.<sup>2</sup> Once they decide to take a fixed release date, the decision is final.

Thus, parole still exists in Illinois for some people sentenced under the law prior to PA 80-1099. There are, in fact, a number of kinds of release from prison, such as parole, final discharge or release, mandatory supervised release, mandatory release under supervision, and release by stature. The Prisoner Review Board also has "minimum" cases and "continued" cases before it. All these terms are defined in the glossary.

#### Illinois Parole and Release Data

##### Criminal Sentencing Commission

PA 80-1099 not only established determinate sentencing, but also set up a commission to study the effects of determinate sentencing, the twelve member Criminal Sentencing Commission (Ch. 38, § 1005-10-1 & 2 Supp. 1977.) The Commission has produced an interim report which describes its organization and objectives (see Appendix A.) Its duties, according to PA 80-1099 are to monitor the effect of determinate sentencing on prison populations and budgets, to "determine

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<sup>2</sup>Their current situation depends on when they were sentenced. See Glossary, "Indeterminate Sentence."

the overall desirability and feasibility" of the new sentencing and felony classification, to review the "best methods available" for sentencing, to gather specific figures on prison commitments versus other court dispositions, "to develop standardized sentencing guidelines," and to make "other recommendations" (see Appendix A.)

The Commission has no staff to aid it in accomplishing these objectives, some of which may require extensive data analysis. It has depended on DOC's Planning and Evaluation Unit, especially Perry Edelman, to provide it with data. Those who are interested in the research the commission will be doing should first contact Planning and Evaluation (see Index to Sources.)

The first report of the Commission will probably contain some data on each of the above objectives, especially fiscal impact and prison population, and prison commitments versus other dispositions. More information about this report may be obtained from Planning and Evaluation or from the Commission's chairman, Robert J. Egan (see Index to Sources.)

#### Prisoner Review Board

In 1927 the Parole and Pardon Board became administratively separate from other parts of DOC. Since the enactment of PA 80-1099 in 1978, the Board (now the Prisoner Review Board) is completely separate from DOC. This means that the function of parole and release decision-making is separate from the function of parole and release supervision, and thus that decision data are collected and stored separately from supervision data.

The Board is required to "keep records of all of its official actions and (to) make them accessible in accordance with law and the rules of the Board" (Ch. 38 1977 § 1003-3-2c.) This rule existed before PA 80-1099. The Board is also empowered to collect information on persons who appear before it. Most of this information is collected from units of the Department of Corrections, for example, from the parole or release counselor. "The supervising officer shall keep such records as the Prisoner Review Board or Department may require" (Ch. 38 1978 § 3-14- 2c.) Since the Board maintains its own records of decisions and also collects supervision information, it combines some supervision and decision data at one location, making the collection of data for secondary analysis more convenient. The "Parole and Release Decision Records" section discusses Prisoner Review Board Records in detail.

## Department of Corrections

Several sections of this report deal with data collected and maintained by the Department of Corrections (DOC). These sections are organized according to the form in which the data exist - manual, microfilm and computer files. Although DOC collects a variety of types of data, such as scores on tests given at reception or records of institutional events, the main concern of this report is parole supervision data.

To understand the relationship between DOC manual, microfilm and computer files, it is necessary to know how DOC record keeping is organized. The following gives an overview of this organization. For more detail, see "Microfilm Records," especially Figure 10.

As discussed above, the Prisoner Review Board maintains records on the parole or release decision. DOC maintains records on parole or release supervision. All record keeping at DOC, including supervision, is based at the institution. A "master file" is created when someone is committed to a DOC institution. This file remains at the institution until at least one year after final discharge (see Glossary.) People on parole or release remain under the jurisdiction of an institution, and that institution keeps the master file. However, a Parole Plan, containing copies of some of the material in a resident's master file, is sent both to Adult Parole Services and to the Prisoner Review Board. Parole supervision counselors also maintain their own manual supervision records. One to two years after final discharge the master file is microfilmed and destroyed. DOC computer records are maintained as a parallel system with these manual records. They are created at reception to DOC, and record institutional and parole or release events. The three sections, "Manual Parole and Release Supervision Records," "Microfilm Records," and "Computer Records," are guides to the use of each form of DOC data.

The DOC Planning and Evaluation staff (see Index to Sources) also guides users in obtaining and interpreting DOC data. In addition, this staff publishes, and has published in the past, summary reports on DOC prison and parole populations. Appendix B is an example of an early 1949 report. After 1969, these reports were renamed the "Monthly Population Movement Report." However, the two were part of the same series, and contain comparable data. In 1977, these reports were

discontinued. The raw data are still collected, but the only published report since 1977 has been the "Weekly Population Report" (Figure 1.) In addition, the Planning and Evaluation Unit plans to publish, beginning in the summer of 1979, an annual report containing the "range, frequency, distribution and average" of terms sentenced and terms actually served, by offense, for the previous five years. Public Act 80-1099 requires DOC to publish this information "insofar as possible" (Ch. 38, 1978 § 5.5.4-3.) For access to these reports, contact DOC Planning and Evaluation (see Index to Sources.)

#### Federal Parole Data

Illinois parolees are not all under the jurisdiction of DOC. Some are paroled from federal institutions. A report on Illinois parolee data would thus not be complete without a review of Illinois data in the federal parole system. Therefore, this report includes a final section on federal parole data.

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STATE OF ILLINOIS

DEPARTMENT OF CORRECTIONS

Figure 1

DOC Weekly Population Report

ADULT DIVISION

## MEMORANDUM

Date: September 29, 1978

Distribution:

Director Rowe

Mr. Bright

Mr. Colby

Dr. Craine

Mr. Derstine

Mr. Franzen

Mr. Hutchinson

Mr. Monahan

Mr. Peters

Mr. Petrilli

Mr. Petterchak

Mr. Zagel

To: Richard B. Gramley, Coordinator  
Program Services - Adult Division

From: Dennis L. Jennings, Transfer Coordinator

Subject: WEEKLY POPULATION REPORT

The following figures indicate the adult resident population at each facility as of September 28, 1978:

<u>INSTITUTIONS</u>	<u>RESIDENT POPULATION</u>	<u>RATED CAPACITY</u>
Stateville C. C.	2188 (Honor Farm - 135)	2375
Joliet C. C.	1206 (R&C-512, JCC-694)	1250
Sheridan C. C.	324	325
Dwight C. C.	313	300
Pontiac C. C.	1718 (Honor Farm - 17)	2000
Vandalia C. C.	723	700
Menard C. C.	2613 (Honor Farm - 373)	2620
Menard Psych.	324	315
Vienna C. C.	634	685
Logan C. C.	413	750
<b>TOTALS</b>	<b>10456</b>	<b>11320</b>

<u>COMMUNITY CORRECTIONAL CENTERS</u>	<u>DEPARTMENTAL RESIDENTS</u>	<u>PERIODIC IMPRISONMENT</u>	<u>PRE-RELEASE</u>	<u>CAPACITY</u>
D.A.R.T. (Chicago)	22	0	6	30
Chicago Community Corr. Center	8	0	21	30
Chicago - Metro	23	0	27	53
Fox Valley (Aurora)	20	6	8	35
Joliet	19	5	8	40
Peoria	23	0	4	28
Southern Illinois	31	0	4	35
East St. Louis	24	0	5	30
Salvation Army (Chicago) (Male)	28	0	0	25
Urbana	37	3	0	40
Lake County (Zion)	3	4	5	14
Winnebago	14	1	10	30
Rock Island	0	2	0	5
Lee County	1	0	0	3
Salvation Army (Chicago) (Women)	8	0	0	15
Ogle	0	1	0	4
<b>TOTALS</b>	<b>261</b>	<b>22</b>	<b>98</b>	<b>417</b>

*Dennis L. Jennings*  
Dennis L. Jennings, Transfer Coordinator

cc: Chicago Crime Commission  
Chief Administrative Officers - Adult Division  
Members of Adult Advisory Board

## PAROLE AND RELEASE DECISION RECORDS: THE PRISONER REVIEW BOARD

In Illinois, the function of parole (or prisoner review) adjudication has been administratively separate from the function of parole supervision since 1927.<sup>3</sup> This means that researchers desiring both types of data will usually have to get them from two different sources.

The Prisoner Review Board, which was the Parole and Pardon Board before PA 80-1099 took effect, is the body which makes parole and release decisions and keeps records on those decisions. The Board has information of two types. It collects information about DOC residents, from DOC and other sources, which is used to make decisions and to schedule its workload. It also generates new data on the decisions it makes. In addition, it is the Illinois agency which sends data to the National Council on Crime and Delinquency for inclusion in the Uniform Parole Reports (NCCD 1978b.)

### Data the Board Collects

The Board collects information for its own use from two sources. It receives a printout of background and institutional history data on each person appearing before the Board, from DOC's Correctional Information System. This is the standard "resident profile report" (see "Computer Records" section.) Also, each DOC institution sends the Board a monthly packet of information. Appendix C is an example of such a packet which was received from Menard. It includes a list of all residents received, paroled, released or transferred in or out of the institution in the previous month. The Board keeps these reports for a few months, then destroys them. Older copies are available from DOC. Contact Planning and Evaluation (see Index to Sources.)

It may seem strange that the Board needs to receive parole information from the institution. This is because "parole" is not effected until the person is actually released (see Glossary.) It occasionally happens that a person is granted parole by the Board one month, violates a rule in the institution and is therefore not released, and is up before the Board again the next month.

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<sup>3</sup>Source: Memo from John Henning to Phillip Shayne, May 8, 1978. Since PA 80-1099 took effect, the Prisoner Review Board has become completely separate from DOC.

Because the Board collects all this release information into one place, it would be the logical choice of data source for a researcher who is looking for a list of parolees and releasees from which to draw a sample.

### Data The Board Generates

#### Decision Files

The Prisoner Review Board keeps manual records of the outcome of each decision. These records go back to the early 1900's, and are kept in the Board offices or in the State Archives.

The Board also has card files with the basic parole history of each parolee going back to 1900. It is considering destroying some early files, however. Most records from 1969 through 1971 were microfilmed, and those from 1972 through 1975 are at the Microfilm Unit of DOC waiting to be filmed. Filming has recently begun (see Microfilm.)

Parole decision records contain legal papers pertinent to the decision, and minutes of meetings. They also sometimes contain the background material that was gathered from DOC. Access to these records may be requested by writing to the Chairman of the Board, James R. Irving (see Index to Sources.) Since a notice of the Board's decision is sent to the Adult Parole Services office which will be responsible for supervision, these data may also be gathered by contacting each District (see Index to Sources.)

#### Decision Making Worksheet

Illinois has a long history of attempting to predict parole success (see Bruce, et, al, 1928, 1936; Burgess, 1928, 1937; Chamberlain, 1935; Glaser, 1954-1955; Kantrowitz, 1961; Knox, 1978a; Lanne, 1935; Laune, 1936; Ohlin 1949, 1951, 1954; Reiss, 1951a, 1951b; Taylor, 1971; Tibbits, 1931, 1932; VanVechten, 1935.) A variation of the parole prediction scale developed in Illinois is now being used by the federal parole system, but is no longer used by Illinois. However, with the new requirements mandated by PA 80-1099, the Prisoner Review Board is again developing a release and parole decisionmaking worksheet. It will be used in determining the degree of supervision required on release, and in making early release decisions. Figure 2 is a draft of this worksheet. The first page and a half is a checklist of factors the Board must consider by law or thinks it should consider from experience. The last half page is a risk score, based on data described in

Figure 2  
STATE OF ILLINOIS  
PRISONER REVIEW BOARD  
DECISION MAKING WORKSHEET

"Draft"

Resident's Name: \_\_\_\_\_ Institution No. \_\_\_\_\_  
 Aliases: \_\_\_\_\_ D.O.B. \_\_\_\_\_  
 Offense: \_\_\_\_\_ Docket: \_\_\_\_\_  
 Case: \_\_\_\_\_ Custody Date: \_\_\_\_\_ Months in Custody: \_\_\_\_\_  
 Type of Sentence: Single \_\_\_\_\_ Multiple \_\_\_\_\_ (mo/day/yr)

CRIMINAL HISTORY:	YES	NO	INSTANT OFFENSE: (Admission)	YES	NO
1. No prior convictions.	_____	_____	1. Not by revocation of probation.	_____	_____
2. One or two prior convictions.	_____	_____	2. Not by revocation of probation but individual was on probation.	_____	_____
3. Three or more prior convictions.	_____	_____	3. Probation revoked.	_____	_____
4. Violated Bond/R&R within the last 5 years.	_____	_____	4. Parole violator without new commitment.	_____	_____
5. Positive adjustment while on Bond/Release & Recognizance.	_____	_____	5. Parole violator with new commitment.	_____	_____

INSTITUTIONAL ADJUSTMENT:	YES	NO	SCORE	PROGRAM PARTICIPATION:	YES	NO
<u>Positive Factors: +</u>				1. Psychiatric treatment.	_____	_____
1. Performance rating on job assignment.	_____	_____	1 0	2. Vocational training.	_____	_____
2. Active participation in institution programs.	_____	_____	1 0	3. Education.	_____	_____
<u>Negative Factors: -</u>				4. Group counseling.	_____	_____
1. Has been in Seg. in last 180 days for violation of major institutional rules.	_____	_____	1 0	5. Individual counseling.	_____	_____
2. Has lost good time in last year for violation of major institutional rules.	_____	_____	1 0	6. Work release.	_____	_____
				7. Day release.	_____	_____
				8. Furlough.	_____	_____
				9. Two or more.	_____	_____

Score Total

RELEASE PLANS	YES	NO	EMPLOYMENT STATUS:	YES	NO
<u>HOME STATUS:</u>			1. Verified employment upon release.	_____	_____
1. Immediate family.	_____	_____	2. Self-reported employment info.	_____	_____
2. Common-law wife.	_____	_____	3. Verified plans to enroll in educational or vocational school	_____	_____
3. Self.	_____	_____	4. No plans.	_____	_____
4. Same location.	_____	_____	5. Other <input type="checkbox"/>	_____	_____
5. Other <input type="checkbox"/>	_____	_____	Explain: _____		
Explain: _____			_____		
_____			_____		
_____			_____		

COMMUNITY RESOURCES:	YES	NO
1. Contacted community service agency.	_____	_____
2. Accepted in community correctional center and/or therapeutic community.	_____	_____
3. Other <input type="checkbox"/>	_____	_____
Explain: _____		
_____		
_____		
_____		



## Figure 2

(cont.)

AGGRAVATING CIRCUMSTANCES:		YES	NO	MITIGATING CIRCUMSTANCES:		YES	NO
1. The defendant's conduct caused or threatened serious harm.		___	___	1. Neither caused nor threatened physical harm.		___	___
2. Received compensation for committing offense.		___	___	2. Did not contemplate that criminal conduct would cause or threaten physical harm to another.		___	___
3. History of prior delinquency and within the last 5 years.		___	___	3. Acted under strong provocation.		___	___
4. Duties of office.		___	___	4. Grounds tending to excuse or justify defendant's criminal conduct.		___	___
5. Held public office at time of offense.		___	___	5. Criminal conduct induced or facilitated by someone other than defendant.		___	___
6. Professional reputation.		___	___	6. Compensation.		___	___
7. Deterrence.		___	___	7. No history of prior delinquency adjudications within last 5 yrs.		___	___
8. Convicted of a felony within the last 10 years of same or greater class.		___	___	8. Criminal conduct unlikely to recur.		___	___
9. Exceptionally brutal or heinous behavior in the felony.		___	___	9. Character and attitude of defendant indicates he/she is unlikely to commit another crime.		___	___
10. Letters of protest.		___	___	10. Likely to comply with a term of a period of parole.		___	___
				11. Excessive hardship to dependants.		___	___
				12. Endanger his/her medical condition.		___	___
				13. Letters of support.		___	___

RISK SCORE:

INSTITUTIONAL ADJUSTMENT	EDUCATION	EMPLOYMENT	AGE	CHEMICAL	PAROLE VIOLATOR	MILITARY	TOTAL
Positive: 0 1 2 Negative: 0 1 2	0 1	0 1	0 1	0 1	0 1	0 1	

SEVERITY LEVEL: 6 5 4 3 2 1
 6-8 Routine Supervisor  
 4-5 Medium Supervision  
 3-1 Intense Supervision
OFFENSE RANGE: Low \_\_\_ Medium \_\_\_ High \_\_\_ Exceptional \_\_\_

Prior denials: 0 1 2 3 4 5 6 7 8 9 10 (+10)

Board Decision: Grant \_\_\_ Deny \_\_\_ Defer \_\_\_ Conference \_\_\_

Parole/Mandatory Supervised Release: 1 2 3 Other

Type of Release:

RED TAG: Yes \_\_\_ No \_\_\_

Remarks:

Panel:

Date:

 cc: Resident  
 Institutional File  
 (2) P.B. File

Knox (1978a). If these Worksheets are adopted by the Board, they will become part of each parolee's file, and will be a good source of data for the researcher.

### Standard Reports

Figure 3 is a sample of the standard aggregate report currently produced by the Prisoner Review Board. Since PA 80-1099, the reporting form has changed slightly, and Figure 4 is an example of an older report. (See the Glossary for definitions of terms used in these reports.) For copies of these reports, contact the Board staff (see Index to Sources.)

### Uniform Parole Reports (UPR)

Uniform parole data for each state has been collected since 1967 by the Research Center of the National Council on Crime and Delinquency (NCCD) (see Index to Sources.) NCCD collects both aggregate and individual level data. Individual Illinois data are supplied by the Prisoner Review Board, and then aggregated by NCCD.

The aggregate data file includes information such as the total number of people entering parole and released from parole in each year, resources of parole supervision agencies, and state legal procedures regarding parole. Data from other sources are also added to UPR - prison population entry and release data from National Prisoner Statistics, and crime rate data from the Uniform Crime Reports.

The main NCCD parole data files are individual records on each paroled person. The Prisoner Review Board is responsible for reporting these data, which include basic demographic information, offense and sentence data, time served, and parole follow-up data. The Board sends UPR a set of codesheets monthly, for all parolees who had been on parole one, two or three years as of that month (see Figures 5 and 6.) NCCD attempts to follow each parolee until termination or for three years, whichever comes first.

These two different NCCD files produce two sorts of UPR product. Aggregate data are summarized in an annual or bi-annual report (NCCD 1978b.) Individual level data are summarized periodically in "cohort studies." UPR was completely reorganized in the last year, and the form these cohort studies will take is not yet clear. The codebook for the individual data has even changed (see NCCD 1971, 1978a.) Figures 5 and 6 are two sets of UPR codesheets: those used before

Figure 3

ILLINOIS PRISONER REVIEW BOARD  
REPORT OF BOARD ACTIVITY DURING January, 1979

PAROLE HEARING OUTCOMES			
JUVENILE PAROLE CASES BY YOUTH CENTER			
Center	Cases Heard	Paroles Granted	Parole Rate
St. Charles Reception	1	1	100%
St. Charles	5	5	100%
DuPage - Girls	1	0	0%
DuPage - Boys Annex	0	0	0%
Channahon	4	3	75%
Joliet	6	5	83%
Kankakee	3	1	33%
Pere Marquette	9	9	100%
Dixon Springs	6	6	100%
Hanna City	9	7	78%
Valley View	2	1	50%
V.A.S.T.	0	0	0%
Chicago Resi- dential Center	1	1	100%
TOTAL	47	39	83%

ADULT PAROLE CASES BY CORRECTIONAL CENTER									
Center	Action at Minimum			Action after Continuance			Total		
	Cases Decided	Paroles Granted	Parole Rate	Cases Decided	Paroles Granted	Parole Rate	Cases Decided	Paroles Granted	Parole Rate
Dwight	8	5	63%	0	-	-	8	5	63%
Joliet	17	10	59%	17	15	88%	34	25	74%
Stateville	49	21	43%	30	14	47%	79	35	44%
Logan	16	11	69%	4	2	50%	20	13	65%
Menard	36	18	50%	9	6	67%	45	24	53%
Menard Psych.	4	0	-	6	0	-	10	0	-
Pontiac	43	15	35%	35	20	57%	78	35	45%
Sheridan	13	9	69%	4	2	50%	17	11	65%
Vandalia	9	7	78%	4	2	50%	13	9	69%
Vienna	12	6	50%	24	12	50%	36	18	50%
TOTAL	207	102	49%	133	73	55%	340	175	51%

REVIEWS - Page 2 of Board Activity During January, 1979

	(RELEASE)			(REVOCATIONS)								(GOOD CONDUCT)					
	MR	SP	MSR	Technical				New				Revocation			Restoration		
				DEF	HRD	RVD	%	DEF	HRD	RVD	%	HRD	RVD	%	HRD	RVD	%
Dwight	5	0	0	1	2	2		0	4	4		1	1				
Joliet	0	4	29	5	15	13		0	22	22		1	0				
Logan	0	3	13	-	-	-		0	5	5		-	-				
Menard	2	4	58	1	16	14		0	16	16		7	7				
Menard Psych.	1	1	10	0	-	-		0	1	1		1	1				
Pontiac	1	11	27	2	9	6		0	10	9		4	4				
Sheridan	5	0	0	0	0	0	0	0	0	0	0	0	0				
Stateville	3	17	58	2	20	12		0	33	33		7	7				
Vandalia	0	2	33	0	6	3		0	16	13		0	0				
Vienna	0	1	16	-	-	-		-	-	-		-	-				
Total	17	43	244	11	68	50	74	0	107	103	96	21	20	95			

MR = Mandatory Release  
SP = Statutory Parole

MSR = Mandatory Supervised Release  
DEF = Deferred

HRD = Heard  
RVD = Revoked

Figure 4  
ILLINOIS PAROLE AND PARDON BOARD  
REPORT OF BOARD ACTIVITY DURING YEAR OF 1975

SUMMARY OF PAROLE BOARD CASES						
	<u>Paroles</u>	<u>Annual Reviews*</u>	<u>Automatic Releases**</u>	<u>Revocations</u>	<u>Discharges</u>	<u>Totals</u>
JUVENILE	1,257	264	4	364	1,175	3,064
ADULT	5,311	—	790	603	400	7,104
TOTAL	6,568	264	794	967	1,575	10,168

\*Annual Juvenile Parole Hearings are required by statute; however, the Department usually recommends continuance in institutional programs.

\*\*The Board reviews Automatic Release cases - Mandatory Releases and Statutory Paroles - only to set the conditions of supervision after release. Illinois law requires the release of persons eligible for MR or SP.

PAROLE BOARD CASE OUTCOMES									
JUVENILE DIVISION CASES				ADULT DIVISION CASES					
<u>Activity</u>	<u>Total 1974</u>	<u>Total 1975</u>	<u>Change</u>	<u>Activity</u>	<u>Total 1974</u>	<u>Total 1975</u>	<u>Change</u>		
TOTAL CASES	3,425	3,064	DOWN 10%	TOTAL CASES	5,730	7,104	UP	24%	
PAROLE HEARINGS	1,332	1,257	DOWN 6%	PAROLE HEARINGS	4,614	5,311	UP	15%	
PAROLES GRANTED	1,120	1,008	DOWN 10%	DEFERRALS	786	722	DOWN	8%	
PAROLE RATE	84%	80%	DOWN 5%	PAROLE DECISIONS	3,828	4,589	UP	20%	
ANNUAL REVIEWS	208	264	UP 27%	PAROLES GRANTED	2,071	2,398	UP	16%	
AUTOMATIC RELEASES REVIEWED	0	4	—	PAROLE RATE	54%	52%	DOWN	4%	
Mandatory Releases	0	4	—	AUTOMATIC RELEASES REVIEWED	267	790	UP	196%	
Statutory Paroles	0	0	—	Mandatory Releases	0	207 (Inc)	—		
REVOCATION HEARINGS	313	364	UP 16%	Statutory Paroles	267	583	UP	118%	
PAROLES, MRs, SPs REVOKED	264	316	UP 20%	REVOCATION HEARINGS	389	603	UP	55%	
REVOCATION RATE	84%	87%	UP 4%	PAROLES, MRs, SPs REVOKED	343	524	UP	53%	
DISCHARGES REVIEWED	1,572	1,175	DOWN 25%	REVOCATION RATE	88%	87%	DOWN	1%	
DISCHARGES APPROVED	1,480	1,104	DOWN 25%	DISCHARGES REVIEWED	460	400	DOWN	13%	
DISCHARGE RATE	94%	94%	NO CHANGE	DISCHARGES APPROVED	389	327	DOWN	16%	
				DISCHARGE RATE	85%	82%	DOWN	4%	

ILLINOIS PAROLE AND PARDON BOARD  
REPORT OF BOARD ACTIVITY DURING YEAR OF 1975

PAROLE HEARING OUTCOMES												
JUVENILE PAROLE CASES BY YOUTH CENTER				ADULT PAROLE CASES BY CORRECTIONAL CENTER								
Center	Cases Heard	Paroles Granted	Parole Rate	Center	Action at Minimum			Action after Continuance			Total	
					Cases Decided	Paroles Granted	Parole Rate	Cases Decided	Paroles Granted	Parole Rate	Cases Decided	Paroles Granted
St. Charles-Reception	30	24	80%									
Geneva-Boys' Annex	118	85	72%	Dwight	90	59	66%	23	14	61%	113	73
St. Charles	285	228	80%	Joliet	323	136	42%	93	39	42%	416	175
Jannahon	31	30	97%	Stateville	824	386	47%	434	228	52%	1,258	614
ixon Springs	68	57	84%	Menard	614	321	52%	342	130	38%	956	451
ankakee	79	63	80%	Menard-Psych.	62	3	5%	64	4	6%	126	7
Mississippi Palisades	38	34	90%	Pontiac	444	229	52%	254	120	47%	698	349
ore Marquette	54	49	91%	Sheridan	145	106	73%	47	38	81%	192	144
Page	58	53	91%	Vandalia	312	225	72%	75	52	69%	387	277
anna City	119	101	85%	Vienna	284	206	72%	159	102	64%	443	308
lley View	183	148	81%									
A*S*AT	27	21	78%									
Geneva-Girls	64	62	97%									
oliet	103	53	52%									
TOTAL	1,257	1,008	80%	TOTAL	3,098	1,671	54%	1,491	727	49%	4,589	2,398

Figure 5 Codesheet: 1978 and Earlier  
UNIFORM PAROLE REPORTS

F.B.I. NUMBER								EDUCATION						
54	55	56	57	58	59	60	61	51	52					
BIRTH DATE				EFFECTIVE DATE OF SENTENCE				DATE OF ADMISSION						
1	2	3	4	5	6	7	8	9	10	11	12			
Month		Year		Month		Year		Month		Year				
TYPE OF ADMISSION		OFFENSE		TYPE OF SENTENCE		PRIOR PRISON		OTHER PRIOR SENTENCE						
13		14	15	16		17		18						
PAROLE INFORMATION (COLUMNS 25-38) IS REPORTED FOR A MAXIMUM PERIOD OF ONE FULL YEAR AFTER DATE OF RELEASE ON PAROLE														
TYPE OF RELEASE		DATE OF RELEASE		PAROLE PERFORMANCE		DATE OF DIFFICULTY								
50		20	21	22	23	25		26	27	28	29			
Month		Year		Month		Year								
NEW OFFENSE		MONTHS UNDER SUPERVISION		DATE OF DISCHARGE OR DEATH		DEATH								
30	31	32	33	34	35	36	37	38						
Month		Year		Month		Year								
ETHNIC GROUP		SEX	IDENTIFICATION NUMBER				AGENCY PAROLING		AGENCY RECEIVING					
44		65	66	67	68	69	70	71	72	73	74	75	76	77
SUBJECT'S NAME		CODER'S INITIALS				CODING DATE								
TYPE OF TERMINATION FROM PAROLE		INDIVIDUAL AGENCY USE												
53		40	41	42	43									

Figure 5  
(cont.)

## UNIFORM PAROLE REPORTS

## OPTIONAL PAROLE INFORMATION: TWO YEAR FOLLOW-UP

This code sheet is for information from the second year of parole supervision. Coding instructions are the same as for these items in the original coding situation and are found in Uniform Parole Reporting Coding Manual, pages 30-42. Blocks 40-43 are for use as each agency may see fit.

TYPE OF  
RELEASE

50
----

DATE OF RELEASE

20	21	22	23
		7	
Month		Year	

PAROLE  
PERFORMANCE

25
----

DATE OF  
DIFFICULTY

26	27	28	29
Month		Year	

EDUCATION

51	52

NEW  
OFFENSE

30	31

MONTHS UNDER  
SUPERVISION

32	33

DATE OF DISCHARGE  
OR DEATH

34	35	36	37
Month		Year	

DEATH

38

TYPE OF  
TERMINATION  
FROM PAROLE

53

F.B.I. NUMBER

54	55	56	57	58	59	60	61

IDENTIFICATION NUMBER

66	67	68	69	70	71	72	73

SUBJECT'S NAME

INDIVIDUAL AGENCY USE

40	41	42	43

CODER'S  
INITIALS

--

CODING  
DATE

--

AGENCY PAROLING

74	75



Figure 5  
(cont.)

## UNIFORM PAROLE REPORTS

## OPTIONAL PAROLE INFORMATION: THREE YEAR FOLLOW-UP

This code sheet is for information from three years of parole supervision. Coding instructions are the same as for these items in the original coding situation and are found in Uniform Parole Reporting Coding Manual, pages 30-42. Blocks 40-43 are for use as each agency may see fit.

DATE OF RELEASE				PAROLE PERFORMANCE		DATE OF DIFFICULTY			
20	21	22	23	25		26	27	28	29
<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span>7</span> <span></span> </div> </div>				<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>		<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>			
NEW OFFENSE		MONTHS UNDER SUPERVISION		DATE OF DISCHARGE OR DEATH				DEATH	
30	31	32	33	34	35	36	37	38	
<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>		<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>		<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>				<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>	
IDENTIFICATION NUMBER									
66	67	68	69	70	71	72	73		
<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>								SUBJECT'S NAME	
INDIVIDUAL AGENCY USE				CODER'S INITIALS		CODING DATE			
40	41	42	43						
<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>				<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>		<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>			
AGENCY PAROLING						<div style="border: 1px dashed black; padding: 2px; display: inline-block;"> <div style="display: flex; justify-content: space-between;"> <span>Month</span> <span>Year</span> </div> <div style="display: flex; justify-content: space-between;"> <span></span> <span></span> </div> </div>			

Series IT  
1979

Figure 6 Codesheet: 1979  
UNIFORM PAROLE REPORTS  
ENTRY DATA

Revised  
11/7/78

Date of Parole Entry: <u>month</u> / <u>year</u>	Birthdate: <u>month</u> / <u>year</u>	State ID Number: _____
Subject Name: <u>Optional</u> <u>last</u> <u>first</u> <u>m.i.</u>	Agency Paroling: _____	<u>number</u>
FBI Number: <u>Optional</u> _____	Agency Receiving: _____	<u>number</u>

PAROLE DATA

Please check ☒ one box in each section.

A. Type of Conditional Release →	1. <input type="checkbox"/> Parole Authority Decision 2. <input type="checkbox"/> Mandatory Release 3. <input type="checkbox"/> Other Release: _____ x. <input type="checkbox"/> Unknown or Not Reported <i>Please explain</i>
B. Condition of Release →	1. <input type="checkbox"/> Supervised 2. <input type="checkbox"/> Not Supervised • 3. <input type="checkbox"/> Paroled to Custody, Detainer or Warrant x. <input type="checkbox"/> Unknown or Not Reported
• If you checked B.3, skip to Section K. Do not code any additional Entry or Follow-up Data.	
C. Parole or Reparole →	1. <input type="checkbox"/> First Parole on Current Sentence 2. <input type="checkbox"/> Reparole on Current Sentence x. <input type="checkbox"/> Unknown or Not Reported
D. Minimum eligible parole date .....	<u>month</u> / <u>year</u>
E. Minimum eligible discharge date .....	<u>month</u> / <u>year</u>
F. Maximum aggregate release date .....	<u>month</u> / <u>year</u>

BACKGROUND DATA

Please check ☒ one box in each section.

G. Sex →	1. <input type="checkbox"/> Male 2. <input type="checkbox"/> Female x. <input type="checkbox"/> Unknown or Not Reported
H. Ethnicity →	1. <input type="checkbox"/> Hispanic Origin 2. <input type="checkbox"/> Non-Hispanic Origin x. <input type="checkbox"/> Unknown or Not Reported
I. Racial Heritage →	1. <input type="checkbox"/> American Indian or Alaskan Native 2. <input type="checkbox"/> Asian or Pacific Islander 3. <input type="checkbox"/> White 4. <input type="checkbox"/> Black x. <input type="checkbox"/> Unknown or Not Reported
J. Education →	00. <input type="checkbox"/> None or Kindergarten • 1-8. <input type="checkbox"/> Grade School • 9-12. <input type="checkbox"/> High School • 13-16. <input type="checkbox"/> Some College 17. <input type="checkbox"/> College Graduate 18. <input type="checkbox"/> Some Graduate School 19. <input type="checkbox"/> Master's Degree 20. <input type="checkbox"/> Ph.D., M.D., J.D., Other Professional Degree 21. <input type="checkbox"/> GED or HED xx. <input type="checkbox"/> Unknown or Not Reported

• WRITE IN HIGHEST GRADE COMPLETED

Figure 6  
(cont.)

## UNIFORM PAROLE REPORTS

COURT AND CORRECTIONAL DATA	
<i>Please check <input checked="" type="checkbox"/> one box only.</i>	
K. Type of most recent admission to prison system	<div style="border: 1px solid black; padding: 5px;">           1. <input type="checkbox"/> New Court Commitment            2. <input type="checkbox"/> Probation Violation/New Sentence            3. <input type="checkbox"/> Probation Violation/No New Sentence            4. <input type="checkbox"/> Parole Violation/New Sentence            5. <input type="checkbox"/> Parole Violation/No New Sentence            6. <input type="checkbox"/> Transfer of Jurisdiction            7. <input type="checkbox"/> Other _____            x. <input type="checkbox"/> Unknown or Not Reported <span style="float: right;"><i>Please explain</i></span> </div>
L. County of commitment for this sentence (the county in which the committing court is located) ..... <span style="float: right;"><i>name of county</i></span> M. Time served on this sentence <u>prior</u> to <u>most recent</u> admission to prison ..... <span style="float: right;"><i>number of months</i></span> N. Number of prior convictions resulting in sentence of one year and one day or more in adult correctional facility ..... <span style="float: right;"><i>number of priors</i></span> O. Date of most recent admission to prison system ..... <span style="float: right;"><i>month / year</i></span> P. Date of original admission to prison on this sentence ..... <span style="float: right;"><i>month / year</i></span>	
Q. Current sentence offense codes. Check THREE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> most serious for multiple offenses.	
10. CRIMES AGAINST PERSON 11. <input type="checkbox"/> Homicide 12. <input type="checkbox"/> Involuntary Manslaughter 13. <input type="checkbox"/> Forcible Rape 14. <input type="checkbox"/> Armed Robbery 15. <input type="checkbox"/> Unarmed Robbery 16. <input type="checkbox"/> Assault  20. PROPERTY CRIMES (UCR PART I) 21. <input type="checkbox"/> Burglary--breaking or entering 22. <input type="checkbox"/> Larceny--theft 23. <input type="checkbox"/> Motor Vehicle Theft	30. OTHER PROPERTY CRIME 31. <input type="checkbox"/> Arson 32. <input type="checkbox"/> Forgery 33. <input type="checkbox"/> Fraud 34. <input type="checkbox"/> Receiving Stolen Goods 35. <input type="checkbox"/> Other _____ <span style="float: right;"><i>Please explain</i></span>  40. ALL OTHER OFFENSES 41. <input type="checkbox"/> Statutory Rape 42. <input type="checkbox"/> Commercial Sex Offense 43. <input type="checkbox"/> Other Sex Offenses 44. <input type="checkbox"/> Narcotic Law Violation 45. <input type="checkbox"/> Alcohol Law Violation 46. <input type="checkbox"/> Other _____ <span style="float: right;"><i>Please explain</i></span>
xx. <input type="checkbox"/> UNKNOWN OR NOT REPORTED	
R. Coding Date and Coder Initials	Coding Date <span style="float: right;"><i>month / year</i></span> Coder: _____

and after January 1, 1979. It is as yet unclear how these changes will affect the time series definitions.

Individual-level UPR data tapes for each state are available to researchers with the written approval of the chairman of the state's parole board. In Illinois, write to the chairman of the Prisoner Review Board, James R. Irving (see Index to Sources). Aggregate figures are public information.

UPR, under its new organization, also proposes to do "special studies" using its individual data, studies of subjects such as determinate sentencing. It plans to organize a "parole information clearinghouse," and it now publishes a monthly newsletter called UPR Reports, which contains current analyses of UPR data.

Generally, the data collection methods used in the aggregate survey seem to be quite thorough (NCCD 1978b:8). First, the telephone contact list is updated, then an initial call is made to each state. An explanatory letter is sent including precise definitions, and follow-up calls are made to ensure complete data. Finally, all figures are sent back to the states to be verified.

Despite these thorough collection methods, there still seems to be a problem with incomplete data, especially in past years. In Illinois, the UPR says that it has "complete data" from 1968.<sup>4</sup> However, for 1975, 1976 and 1977, the Illinois data are not complete, but estimated. According to a footnote in the 1976-1977 annual report,

All (Illinois) survey data are provided by the Parole and Pardon Board. For 1975 and 1976, year end total population data are not available. Complete data for 1976 and 1977 removals are not available. The total 1977 year end total population figure includes parole, mandatory release and statutory parole population counts and, due to Illinois record keeping procedures, are not broken out. The figure reported for 1976 authorized parole officer positions includes nine supervisors who do not have parole caseloads (NCCD 1978b:67)

Complete data began to be reported late in 1976. However, since UPR uses one year's "entries" to compute the next years "removals", lack of data in 1976 results in lack of computed data in 1977 (NCCD 1978b:9-10.) NCCD calculated estimates

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<sup>4</sup>Letter from Paul Litsky, UPR Research Associate, September 29, 1978.

anyway, using proportions. (NCCD 1978b:60.) This estimate only affects one table in the bi-annual aggregate report (NCCD 1978b:46-47.) However, users of individual level data files will have some missing data resulting from the months when the Board did not send reports to UPR. For example, a three-year parolee may have first or second year data missing, and some parolees may not be listed at all. However, data for new parolees are complete beginning in late 1976.

## MANUAL PAROLE AND RELEASE SUPERVISION RECORDS

### Adult Parole Services

The Adult Parole Services Division of DOC is in charge of parole supervision and supervised release. Parole Supervision in Illinois is organized in parole offices and parole districts. There are seven downstate parole districts in various parts of the state; the more populated areas are subdivided into parole offices. In the Chicago area, there is one district with ten parole offices. There is one Deputy Superintendent for all the downstate districts, and another for the Chicago area district. The addresses of all these divisions are found in the "Index to Sources."

Recordkeeping differs in different parts of the state. Downstate, a "Parolee Master File" is kept at the district office. (This is not the official DOC master file, which never leaves the institution until one year after final discharge.) In more sparsely populated areas, where counselors cannot commute frequently to the district office, they keep their own files at home. In this case, the district office files would not be as current as in urban areas where the counselors are able to frequently revise them.

In the northern part of the state, "Parolee Master Cards" are used. These are kept in a file at each parole office and later sent to the Chicago area district office.

Counselors' recordkeeping may take two alternative forms. Each counselor decides which form to use. The Cumulative Counseling Summary (Figure 7) is a chronological log of each contact with the parolee or releasee. The monthly Visitation Report (Figure 8) is filled out by the person on supervision and given to the counselor. It contains specific data such as where the parolee works, the address, and so on.

In 1973 and 1974, counselors reported the status of their clients to DOC's Correctional Information System (CIS) via the "Parole Turnaround Document." However, this proved to be unworkable for a number of reasons, and was discontinued. Currently, each counselor fills out a "Parole Counselor's Monthly Summary," a summary of all contacts with parolees, and sends it to CIS together with any changes in the parolee's status. This system is still under development, however. (See Computer Records.)

Figure 7

STATE OF ILLINOIS - DEPARTMENT OF CORRECTIONS

## CUMULATIVE COUNSELING SUMMARY

RESIDENT NAME	REGISTER NUMBER
COUNSELOR NAME	

## Cumulative Summary of Staff Consultations with Resident:

Date	Remarks	Staff Member (initial)

STATE OF ILLINOIS - DEPARTMENT OF CORRECTIONS  
ADULT PAROLE SERVICES

Figure 8

## VISITATION REPORT

Subject \_\_\_\_\_ Inst. & No. \_\_\_\_\_  
 Address \_\_\_\_\_ Date of visit \_\_\_\_\_ Time \_\_\_\_\_ a.m.  
 City \_\_\_\_\_ County \_\_\_\_\_ Who interviewed \_\_\_\_\_ p.m.  
 Phone \_\_\_\_\_ Agent \_\_\_\_\_  
 With whom does subject reside? \_\_\_\_\_  
 Where visited? Home ( ) Job ( ) Name and relationship  
 Office ( ) Phone ( ) Other ( )  
 Home adjustment: Good ( ) Fair ( ) Poor ( ) Remarks \_\_\_\_\_

## EMPLOYMENT

Name of firm, Address, City, and Phone number \_\_\_\_\_  
 Type of work \_\_\_\_\_ Hours of work \_\_\_\_\_ Wages \_\_\_\_\_ weekly  
 hourly  
 Was employment verified? Yes ( ) No ( ) How? Check stubs ( ) Visit to job ( ) Other ( )  
 Health: Good ( ) Fair ( ) Poor ( ) Remarks \_\_\_\_\_  
 Community adjustment: Good ( ) Fair ( ) Poor ( ) Remarks \_\_\_\_\_

Narrative \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(over)



At final discharge, Adult Parole Service files are usually sent back to the institution, where they are stored for at least a year, then sent to be microfilmed (see "Microfilm Records".) However, some offices keep the files for a year, then send them directly to the Microfilm Unit.

Adult Parole Services publishes a monthly report giving counselor caseloads and transfers in and out of each parole district and each Chicago area parole office (see Figure 9) Copies may be obtained by contacting the Superintendent of the Adult Parole Services Division, Phillip Shayne (see Index to Sources). This report has only been published since April, 1978. There were, however, other reports occasionally published by the Parole Regions.

Access to supervision records for research purposes is governed by the Illinois Dissemination Statute (S.H.A. 1977 ch.38 § 1003-5-1), and DOC Administrative Regulations for Research and Evaluation (A.R. 900.) (See Appendix D.) Requests should be made to the Adult Parole Services Superintendent. It is necessary to sign a non-disclosure agreement (Appendix E.)

#### Special Parole and Release Programs

There are a number of special programs for Illinois parolees, some residential and some not, some private with various sources of funding, and some run by DOC. Most of them keep some records on the clients they serve. However, there is no standard recordkeeping form, even for similar programs. Also, the same program may change the records it keeps from one year to the next, as its source of funding changes. Therefore, the researcher wishing to use special program files will have to approach each program individually to determine what data it collects, for what years, and its rules regarding access. This report will discuss the types of special programs, and provide a list of them, so that the researcher at least knows where to begin.

#### Half Way Houses

These are residential homes for parolees and releasees who need to live in a sheltered situation when they leave the institution. They were formerly called "Adult Community Centers" (Feuerstahler 1976:57.) DOC contracts with private organizations for half-way houses; it does not own any itself. According to Feuerstahler (1976:57), a resident's file may be stored permanently at the house (center), or it may be sent to the parole counselor. A list of Illinois half-way houses is found in the Index to Sources.

STATISTICS - OCTOBER 1978  
Submitted - November 1978

DEPARTMENT OF CORRECTIONS - ADULT PAROLE DIVISION  
MONTHLY PAROLE STATISTIC REPORT

LOCATION	CASE LOAD 1st OF MONTH	NEW ILL. CASES	TRANS- FERS IN	NEW FOS CASES	TOTAL CASE LOAD	VIOLA- TORS RET.'D	TRANS- FERS OUT	DISCH. MAX.	DISCH. BOARD ORDER	DISCH. ORDER	TRANSF. OUT OF STATE	CASE LOAD END OF MONTH
Central - Pucci	636	40	100	0	776	6	27	7	1	0	0	735
Lawndale - Campos	742	30	165	1	938	5	326	15	0	0	0	592
Jackson Park - Sykes	0	48	589	3	640	1	15	2	0	0	0	622
Jackson Park - Klasna	849	37	360	6	1252	14	553	7	12	1	1	664
Jackson Park - Cotter	871	22	305	0	1198	1	497	6	7	1	0	686
Uptown - Clark	795	31	24	0	850	6	16	2	5	1	0	820
Uptown - Hepner	1103	30	172	3	1308	15	547	4	5	0	1	736
Joliet - Townsel	362	31	185	3	581	2	87	3	2	0	2	485
Aurora/ Waukegan - Magee	416	19	2	8	445	6	0	2	5	0	1	431
Peoria - Bass	510	46	6	4	566	8	14	0	14	2	2	526
Carbondale - Knowles	378	28	2	3	411	6	13	1	3	0	2	386
Springfield - Camp	408	25	28	5	466	14	24	2	0	0	3	423
E. St. Louis - Gray	451	24	23	2	500	9	27	0	9	1	3	451
Dixon - Spencer	538	34	0	4	576	14	4	4	3	1	3	547
Champaign - Zajicek	572	46	7	3	628	9	6	1	9	0	1	602
TOTALS	8631	491	1968	45	11135	116	2156	56	75	7	19	8706

## Community Correctional Centers

These were formerly called "Work Release" centers, and are operated by DOC in local communities (see Index to Sources for a list.) Residents of these centers must not have been convicted of a serious felony, be involved with organized crime or large scale narcotics dealing, or have a recent escape history. They live under relatively open conditions, and usually leave the center daily to work or attend school in the community. The centers may also have a few residents who have been committed to periodic imprisonment. These people are technically probationers, not parolees, and they are under the jurisdiction of the county, not the state. The county contracts with DOC for them to live in the center.

The community centers maintain a file on each resident. These files are stored permanently at the center, and are never merged with other DOC files. Thus, the researcher must travel to each center to collect data. Feuerstahler (1976) surveyed the files of thirteen residents in 1976, and found that there was little information that was always available. She also questions the validity of such data as pre-parole assessments (1976:42.) The most consistently available data were the description and wage of the final job, record of payment of debts, family composition, length of stay at the center, disciplinary events at the center, reason for leaving, parole recommendations by center staff, and the area of the state where the parolee intends to live (1976:43.)

## Model Ex-Offender Project

This is an agency which sponsors a number of programs across the state, all of which help ex-offenders obtain and keep jobs. It is administered by the Correctional Manpower Services Unit of DOC. (see Index to Sources.) The program issues contracts through the Governor's Office of Manpower to "prime sponsors," local community groups, for ex-offender employment programs. There are now programs in Champaign, East St. Louis, Carbondale, Peoria, Chicago, and Kane County (see Index to Sources.) Data collected by these programs is kept there, and not merged with other DOC files.

Data available in Model Ex-Offender Project files includes current and previous employment history, income, a "program needs assessment" (a statement of educational or counseling needs,) and background information such as current address and some demographic data. In addition, the project has published an evaluation containing an analysis of project data. For example, research

evaluations of Chicago DARE programs include Cellini, et. al. (1977), Cook, et. al. (1978), Gillespie (1976), Hollins (1976), Hollins (1974), Knox (1977, 1978) and Patino (1974.)

## MICROFILM RECORDS

### Movement of Information to Microfilm

The Microfilm Unit of the Information Systems Division (ISD) of DOC is responsible for making microfilm records of all master files and Prisoner Review Board decision files. The Department of Corrections master file for each resident is begun at Reception, added to periodically during imprisonment and parole or release, and is held for one year after final discharge.<sup>5</sup> It is then microfilmed. One microfilmed copy is kept at the Microfilm Unit and the other is kept at the State Archives for emergency access only. After filming, the paper file is destroyed.

The master file is kept at the institution, even when the resident leaves the institution to go on parole. However, divisions and units of DOC, such as Education, Medical or Adult Parole Services also have full or partial copies of the master file. At final discharge, some of these duplicate files, with any additions made by the division or unit, are sent back to the institution and added to the master file. Microfilm thus receives a large file with many duplicate papers.

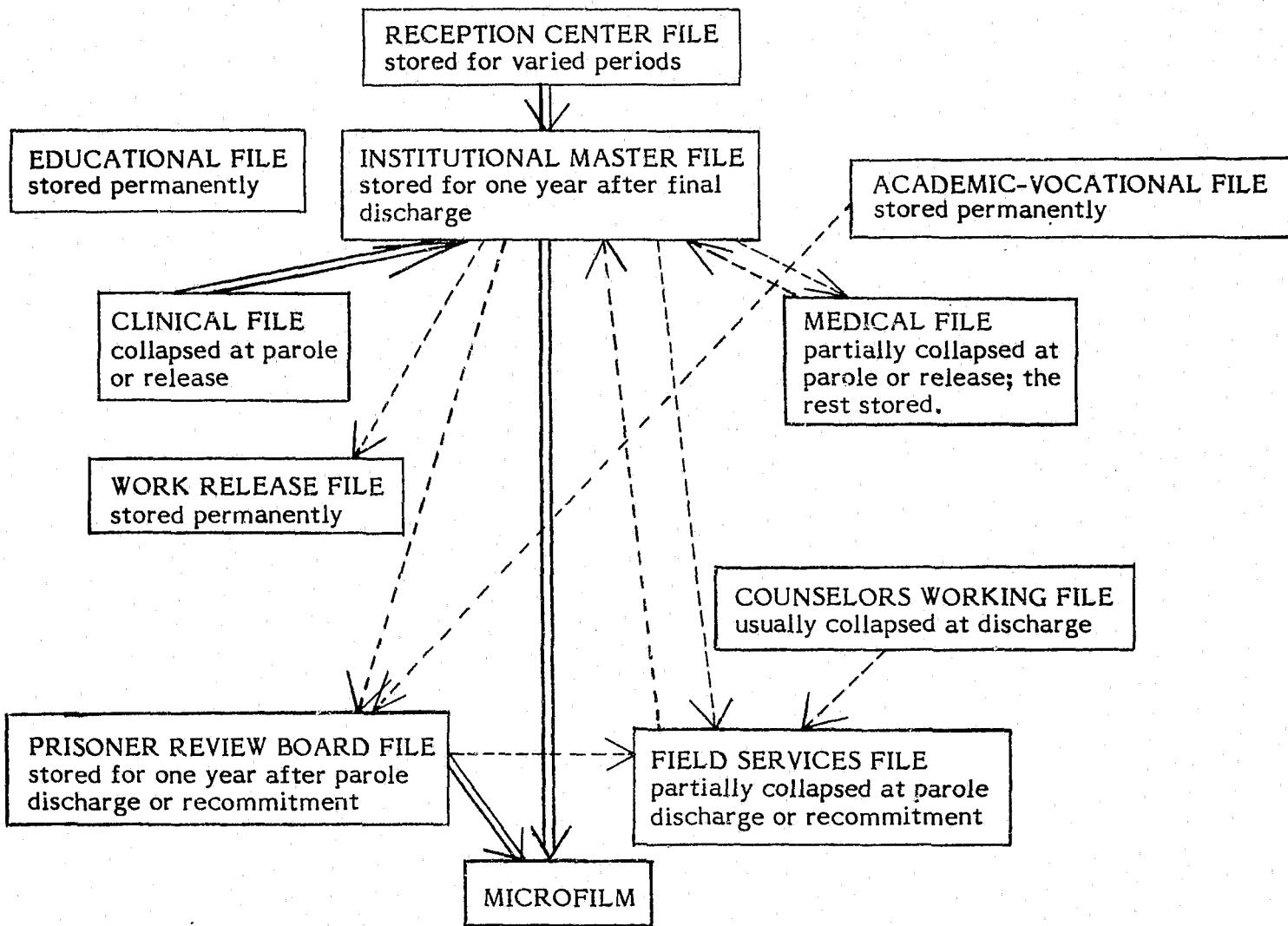
The movement of material to Microfilm is diagrammed schematically in Figure 10. Some files kept outside the institution, such as education and vocational, are never collapsed into the master file, and thus are not microfilmed. Other files are partially collapsed. Medical, for example, does not send X-rays to the master file.

Adult Parole Services files are only partially collapsed. Legal data such as new offenses and charges, other parole violations and the outcome, final release dates, assessment at discharge, and county of supervision are likely to be collapsed into the master file and thus to be microfilmed. Data from the counselors' working files, such as employment, health or family information, are not always collapsed. Feuerstahler (1976:65) found that, "While the name 'master file' implies a compilation of all data on the resident, in reality, they contain only a very small amount of parole related data, if any." This may be too strong a statement, since

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<sup>5</sup> Master files may be held at the institution for as long as 18 to 24 months, until the Microfilm Unit tells the institution to send them.

FIGURE 10

Movement of Manual Records from Reception to Microfilm

## Key

- ===== total collapse of file contents  
 ----- partial collapse: legal documents only

Source: Feuerstahler (1976:62), with some modifications suggested by John Henning, Planning, and Deborah Campbell, Microfilm, of DOC.

legal parole data and some background data collected at reception are found in the master file. Microfilmed records have the advantage of being kept in one place, and they are retained indefinitely. They may be the only source for data on parolees discharged over a year ago. However, since files of current parolees and those discharged less than one to two years ago will not yet have been filmed, research on these parolees must be done elsewhere.

The Prisoner Review Board keeps parolee decision records. It has a partial copy of the master file for its own use, obtained from a Correctional Information System printout. It also receives some information from the Academic-Vocational file. To this it adds such things as minutes of meetings, Board orders, reports and memos. A copy of the Board's decision in each case is sent to the responsible parole district office, where it becomes part of the supervision files which will later be collapsed into the master file. Otherwise, Board files are not collapsed into the master file when the parolee is finally released. Rather, they are sent directly to the Microfilm Unit. There is currently a serious backlog in the filming of Prisoner Review Board records. This problem will be discussed in the next section.

The backlog is one limit to the inclusiveness of microfilmed records. Two others are limits on the time periods for which records are available, and the necessary exclusion of certain kinds of material from being filmed. The following section considers what material is available on microfilm, for what years.

### Inclusiveness Of Microfilm Records

#### Time Periods

Microfilming of correctional records is a fairly recent phenomenon. Some records were microfilmed at Menard during the 1960's, but by 1970 there was some discussion in the DOC administration about the difficulty of either continuing to store old master files or microfilming them. It was estimated that there were 125,999 records (called "jackets") from the years prior to 1945.<sup>6</sup> Hollis McKnight calculated that it would take "1,388 man days" to microfilm these records, and

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<sup>6</sup>Letter from Hollis W. McKnight, Superintendent of Prisons, to Kenneth C. Mitchell, Records Management of the State Archives, December 5, 1969. The data in this letter were from a survey of wardens of all institutions. There were 12,837 unmicrofilmed records at Menard, 92,000 at Joliet, 20,000 at Pontiac and 1,162 at Dwight. Some Pontiac records had been lost in a fire in 1948.

recommended that they all be destroyed without microfilming.<sup>7</sup> (He did recommend, however, that the institutions' register books should be microfilmed.) However, Warden Pate of Joliet recommended that the oldest jackets, from May 25, 1858 until December 14, 1889, should not be destroyed, since they were "in good shape, and . . . do not take a lot of space," and they "might have some historical value."<sup>8</sup>

DOC then formally applied to the State of Illinois Records Commission for the authority to dispose of state records. It was given the authority to destroy jackets from the years 1871 through 1944 without microfilming. Jackets from 1858 through 1870, some of those to which Warden Pate had referred, were to be "transferred to the State Archives for permanent storage." Beginning with 1945, jackets were to be "retained at the institution for 366 days following inmate's discharge," then microfilmed and the originals destroyed. "Security copies shall be forwarded to the State Archives every six months for permanent storage."<sup>9</sup> This was to apply both to institutional jackets and to parole supervision jackets.

Table 1 summarizes the availability of various types of DOC records for different time periods.<sup>10</sup> Generally, some type of historical record, either admission cards or register books, is available at the institution for all years. Some of these have been microfilmed. However, these records contain only very limited information - names and dates. There are no reports of any kind.

Except for the 1858 through 1870 files in the State Archives, and for some of the Menard and Stateville files, all files prior to 1945 have been destroyed. Files from 1945 through 1969 have either been microfilmed or destroyed; none are awaiting microfilming. Many Stateville and some Pontiac and Menard records from those dates were microfilmed. However, information available from these early files is very sketchy, mostly only legal papers and an occasional medical report or notation about visitors.<sup>11</sup> Essentially, only information on prisoners released in the 1970's is available in any detail.

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<sup>7</sup> DOC memo from H.W. McKnight to A.M. Monahan, Assistant Director of the Adult Division, February 19, 1970.

<sup>8</sup> Letter from F.J. Pate to A.M. Monahan, March 4, 1970.

<sup>9</sup> "Application for Authority to Dispose of State Records," State of Illinois Records Commission, May 12, 1971.

<sup>10</sup> All dates refer to date of final discharge.

<sup>11</sup> Conversation with Deborah Campbell, Acting Supervisor of the Microfilm Unit, December 14, 1978.



TABLE 1  
LOCATION OF RECORDS BY TIME PERIOD<sup>a</sup>

Record Type	Source	Time Period	Location
Admission Card	All Institutions	From date each opened	At the institution. Will later be filmed. <sup>b</sup>
Register Books	Stateville Pontiac Other	1900-present 1900-1970 From date each opened	Microfilm <sup>b</sup> Some on microfilm at State Archives <sup>c</sup> Available at some institutions; will later be microfilmed. <sup>b</sup>
Master Files: Institutional Jackets	Joliet Menard Stateville Other	1858-1870 1878-1919 1871-1944 1871-1944	State Archives <sup>d</sup> Microfilmed <sup>e</sup> Microfilmed <sup>f</sup> Destroyed <sup>d</sup>
	Menard Pontiac Stateville Other	1945-1969 1945-1969	Most Microfilmed <sup>f</sup> Destroyed <sup>f</sup>
	Menard Other	early 1970's 1970-present	Waiting for microfilm <sup>f</sup> Microfilmed <sup>f</sup>
Parole Supervision Jackets	All	1858-1870 1871-1944 1945-present	State Archives <sup>d</sup> Destroyed <sup>d</sup> Microfilm <sup>d</sup> (with same exceptions as for institutional jackets)
Prisoner Review Board		before 1969 1969-1971 1972-1975 1976-present	State Archives Most Microfilmed <sup>f</sup> Stored at Microfilm Unit Stored at Prisoner Review Board

<sup>a</sup>As of December, 1978.

<sup>b</sup>Source: Microfilm Unit memo.

<sup>c</sup>Source: Letter from Joseph Viteck, warden at Pontiac, to A.M. Monahan March 12, 1970.

<sup>d</sup>Source: "Application for Authority to Dispose of State Records," State of Illinois Records Commission, May 5, 1971.

<sup>e</sup>Source: Letter from Elza Brantley, warden at Menard, to the Superintendent of Prisons, November 26, 1969.

<sup>f</sup>Conversation with Deborah Campbell, Microfilm Unit Acting Supervisor.

The backlog in microfilming Prisoner Review Board files will be discussed later in this section. Only 1969 through 1971 records are currently available on microfilm, and these records are not well organized for use. Prisoner Review Board microfilm files are stored separately from the master file record for the same individual.

#### Contents

The Microfilm Unit does not film the entire contents of each master file. Material is discarded for two reasons: either it is trivial and personal, such as informal notes, personal property lists, invoices, and so on, or it is a duplicate copy of other material in the master file. Duplicate copies are commonly made for various DOC divisions and units (see Figure 10). To avoid having anything discarded inadvertently, the entire contents of most divisional files are collapsed into the master file sent to Microfilm. Thus, only the Microfilm Unit decides what will be discarded.

The decision to discard is governed by explicit, written criteria. The criteria currently being used are listed in Figure 11. According to Feuerstahler's observations in 1976, the two microfilm operators are well trained and supervised in this process of "stripping" the files of material that will not be filmed.

Figure 11, then, provides a list of parole and other correctional information that may be obtained from microfilmed master files. The parole information is, as Feuerstahler points out, limited. It includes parole progress, release progress, and parole violation reports, but does not include such things as employment, health or family data. If this information is needed it will have to be found in the Adult Parole Services manual files. In any case, since microfilming is not done until at least a year after final discharge, all research on current parolees will have to be done from Adult Parole Services records.

When the Prisoner Review Board files of 1969 through 1972 were microfilmed, there was no attempt to strip them of material contained in the master file, or to otherwise coordinate the filming of the two files. The Microfilm Unit has since changed its policy. When it begins to film the backlog of Prisoner Review Board files, it plans to make stripping decisions for these files based on what material is already in each master file. Then the two will be stored together in the same jacket.

## FIGURE 11

CONTENTS AND ACCESS TO MICROFILMED DATA

## Adult

Face Sheet \*  
 Fingerprint Card And Photograph \*\*  
 Examination Blank \*  
 Examination of Prisoner \*  
 Admission Data \*  
 Statement of Facts \*  
 Mittimus \*  
 Indictment Forms \*  
 Court Papers \*  
 FBI Rap Sheet and DLE Rap Sheet \*  
 Police Reports (original offense) \*\*\*  
 Warrants (original offense) \*\*\*  
 Classification Reports and Reclassification Reports \*\*\*  
 Program Consideration and Supplemental Program Considerations \*\*\*  
 Orientation Write-Out \*\*\*  
 Clinical (Psychological - Psychiatric) \*\*  
 Special Progress Reports \*\*\*  
 Parole Progress \*\*\*  
 Academic Data \*  
 Military Data \*  
 Memos and Letters \*\*\*  
 Medical (Lab and Reports) - Reports from Hospital (Other Agencies) \*  
 Dental \*\*\*  
 Visitation, Mailing Lists, Telephone Cards \*\*  
 Merit Staff Reports \*\*  
 Punishment Cards - Disciplinary Reports \*  
 Mental Health Transfers \*\*  
 Work Release Forms/Reports \*\*\*  
 Furloughs \*\*\*  
 Request for Parole Investigation \*\*  
 Placement Summary, Waiver, Parole Agreement (or Parole and Pardon Board Order) \*\*  
  
 In Case of Parole violation:  
 Police Reports (Violation Reports) \*\*\*  
 Warrants \*\*\*  
 Placement Summary, Waiver, Parole Agreement (or Parole and Pardon Board Order) \*\*\*  
  
 These documents are always at the end of the file:  
 Recommendation for Final Discharge \*\*\*  
 Order of Discharge \*\*\*  
 Death Certificate \*\*\*  
 Material after Discharge \*\*\*

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\* Public Information (attorneys, researchers, etc.)

\*\* Needs Subpoena or other type of release form

\*\*\* Depends on the request; legal staff decides

Source: Deborah Campbell, Microfilm Unit Acting Supervisor.

Figure 11  
(cont.)

Juvenile

Face Sheet \*  
 Fingerprint Card \*\*  
 Photograph \*\*  
 Court Papers \*  
 FBI and DLE Sheet \*  
 Police Reports \*\*\*  
 Warrants and Violations \*\*\*  
 Client Eligibility \*\*\*  
 Orientation \*\*\*  
 Staff Meeting, Inter-Departmental, Monthly Staffing Reports \*\*\*  
 Special Case Review \*\*\*  
 Social History \*  
 Social Investigation \*  
 Diagnostic Reports \*\*\*  
 Clinical \*\*  
 Youth Returned \*\*\*  
 Parole Progress \*\*\*  
 Academic \*  
 Memos and Letters \*\*\*  
 Other Agencies \*\*\*\*  
 Medical \*  
 Dental \*  
 Visitation, Mail, Telephone \*\*  
 Adjustment Report \*  
 Punishment \*  
 Mental Health Transfers \*\*  
 Placement Investigation \*\*\*  
 Work Sheet - Parole and Pardon Board Case Review \*\*\*  
 Order of Parole \*\*\*  
 Recommendation for Discharge \*\*\*  
 Final Discharge \*\*\*  
 Correspondence after Discharge \*\*\*

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\* Public Information (attorneys, researchers, etc.)

\*\* Needs Subpeona or other type of release form

\*\*\* Depends on the request; legal staff decides

\*\*\*\* Never released

Source: Deborah Campbell, Microfilm Unit Acting Supervisor .

## Backlogs and Lost Files

When Feuerstahler observed the Microfilm Unit in 1976, she found a number of problems; however, there is evidence that many of these problems have since been solved. For six months, between late 1975 and early 1976, the Microfilm Unit had ceased to exist, because of a state budgetary emergency. During this period, the various departments of DOC and the Parole Board stopped sending their files to microfilm, and the files accumulated at each point. By the time the Microfilm Unit opened again in early 1976, there was a tremendous backlog. According to Feuerstahler (1976:60-61) this backlog was complicated by additional problems when the files were finally sent to Microfilm. She reports that some boxes of files arrived completely unlabeled and without shipping lists, and she implies that some files may have been lost. The only way to verify whether some files were, indeed, lost would be to search for a random sample of microfilmed files. This systematic search has not been done, but the Microfilm Unit does report that it has never received a request for a file that it has been unable to find.<sup>12</sup>

A further disruption occurred in March, 1977, when the Microfilm Unit, (together with the rest of the Information Systems Division) moved to Springfield. It took some time to get reorganized in the new location, and this increased the backlog.<sup>13</sup> However, the backlog problem is apparently being overcome, at least for "straight filming" (current work aside from State Archive copies). With the help of emergency employees during the summer months, the Microfilm Unit was able to bring its straight filming almost up to date. It is currently (December, 1978) filming November, 1978 and some July, 1978 master files. It is also nearly caught up on the backlog of older 1970's records, with the exception of early 1970's files from Menard. These files are still at Menard, and groups of them are sent to Microfilm as it has time to handle them. Microfilm does have a backlog on activities other than straight filming, such as jacketing the rolls of film, and making Diazo copies of older jackets for the State Archives. In addition, the Microfilm Unit will, when it has time, film all the admission cards and register books kept by the institutions from the date that each was established.

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<sup>12</sup>Deborah Campbell, Acting Supervisor, states that in her experience, no one has ever requested a file that has not been located (December 8, 1978).

<sup>13</sup>Memo from Deborah Campbell, Microfilm Unit Acting Supervisor.

On Prisoner Review Board files, Microfilm presently has a backlog for the years 1972 to the present. Some of these paper files are still at the Prisoner Review Board office.<sup>14</sup>

Thus, the outlook for the use of microfilm records seems to be much brighter now than it seemed to Feuerstahler in 1976. Users interested in parolees discharged in 1976 through 1978 should gather parole decision data from the Prisoner Review Board office. Data for offenders released from Menard in the early 1970's are only available at Menard. Otherwise, microfilmed master files should be useful for research on parolees released in the 1970's.

#### Quality of Film Processing

A potential problem with microfilming records is that, if careful precautions are not taken in processing, the film may deteriorate over time and the record may be lost. SAC has not studied the film processing method the Microfilm Unit uses, but has collected the following information.

The Microfilm Unit processes all its own film. In fact, according to the Acting Supervisor, it has attracted the attention of other state agencies which wish to learn from its experience.

Regulations for microfilm processing are set out in technical detail by the Illinois State Records Act (Ill. Rev. State. 1975, Ch. 116 § 43.4-43.28,) and the State Records Commission Regulations, February 25, 1975. The first also includes regulations on access to state records.

#### Access to Microfilmed Records

##### Legal and Administrative Access

Access to the microfilms of DOC master files is governed by official regulations for access to the files themselves, and by administrative rules regarding what is to be considered public information.

Figure 11 lists every sort of material that is filmed and gives the access status for each. Generally, legal papers of all sorts are considered public information. Such material as psychiatric reports or visitation lists require a

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<sup>14</sup> Conversations with Deborah Campbell, Acting Supervisor, and Ken Dobucki and Dan Shutt of the Prisoner Review Board.

subpoena or a release form from the ex-offender. Illinois law enforcement agencies (police departments) have relatively easy access to the files. Institutions from other states must have signed release forms.<sup>15</sup> This administrative policy was originally developed in respect to attorneys. The original memo states, in part:

Effective immediately, upon receiving a request from a private attorney, prosecuting attorney and states attorney's office, whether it be by letter or telephone, we must request from them a subpoena for any material contained in a resident's file that is not considered "public information." . . . At this point in time we do not have a list of items that are considered "public information," but our legal staff is compiling such a list and will make it available to us for our use. In the interim, "public information" will include such items as - Institution - DOC Number - Sentence - Date of Confinement - Indictment Number - Mittimus and Statement of Facts - All Court Papers.

The list mentioned in this memo is the list of public information data in Figure 11. A standard form is included with all letters replying to requests. It states:

Pursuant to the Illinois Department of Corrections Administrative Regulations, the fingerprints and photograph may only be obtained through a Subpoena. Please Subpoena John Petterchak, Administrator, Information Systems Division, 200 W. Washington Street, Springfield, Illinois, 62706. When our office receives the subpoena for these records we will forward them to you.

When confidential information is supplied, a form letter such as Figure 12 is attached.

Researchers who want access to microfilmed material which is not public information will have to get permission from the Administrator of the Information Services Division, (see Index to Sources,) and must also sign the "Non-Disclosure of Criminal Justice Information Agreement" in Appendix E.

The staff of DOC Planning and Evaluation is available to answer researchers' questions and guide them in data access. Its addresses are in the "Index to Sources" of this report.

#### Practical Access

For this report, SAC has not surveyed users of microfilmed records to see how easy or difficult it is to use them once permission has been granted. The only

<sup>15</sup> Note to the author from Deborah Campbell, Acting Supervisor of the Microfilm Unit, December 5, 1978.

Form Letter regarding Access to Microfilm Data: 1972

ILLINOIS DEPARTMENT OF CORRECTIONS  
OFFICE OF RESEARCH AND LONG RANGE PLANNING

DANIEL WALKER  
@@@@@@@@@@@@@

JOSEPH S. COUGHLIN  
@@@@@@@@@@@@@

ACTING *for*

RUSSELL H. LEVY, Ph.D.  
*Director*

TO THE JUDGES AND ATTORNEYS INVOLVED IN THIS CAUSE:

The records attached to this statement are classified as confidential under Chapter 38, Section 1003-5-1(b) of the Illinois Revised Statutes.

Medical and psychiatric records and records made at the request or under the supervision of psychiatrists are also subject to the privileges in Chapter 51, Section 5.1 and 5.2 of the Illinois Revised Statutes. In both Sections 5.1 and 5.2, the patient may claim a privilege and under Section 5.2, the psychiatrist has a privilege to object to the introduction of any records made under his supervision.

In the event of waiver of privileged matter by the appropriate person and subpoena and/or Court order, the Department of Corrections, on behalf of its professional personnel and under the statutes classifying this information as confidential, conditions the release of this information on the basis that it will be held confidential by the Court and the attorneys participating in the action and released only to themselves or to professional personnel who are officers or employees of the Court, and that it otherwise be suppressed.

We ask your full cooperation.



evidence we now have about ease of use is Feuerstahler's report, which was written before the Microfilm Unit moved to Springfield.

She states that there was, in 1976, convenient access to microfiche readers, but complains that microfiche is inherently difficult to read. She also mentions that, until 1976, material in each microfiche file was in no order, chronological or otherwise. This made it very difficult and time consuming to find some information, since the entire fiche had to be scanned. This problem has apparently been corrected for more recent files.

## COMPUTER RECORDS

The Department of Corrections has two computerized record systems. The Correctional Information System (CIS) is a very large offender accounting system. It is managed by the Information Services Division (ISD) of DOC, the same division that manages the Microfilm Unit. ISD also runs the Payroll and Personnel System (PPS). The second system, Correctional Institutions Management Information System (CIMIS) was developed in partnership with the Illinois Law Enforcement Commission to collect, store and process offender management data at each institution. It is currently operational at Stateville and Menard.

CIS and CIMIS differ in many ways, but the most important difference is that CIS was designed to provide statewide data to DOC administrators, planners and researchers, while CIMIS was designed to provide current tactical information for correctional operations.

### Correctional Information System: History

Since CIS was implemented, in 1972, it has had a number of serious problems, particularly with its parole data. In 1975, Feuerstahler (1976:17-25) analyzed data available on CIS from the Parole Turnaround Document (see "Manual Parole and Release Supervision Records.") She randomly chose ten cases, and compared information in the master file to information on CIS for these ten. One case was not retrievable. For the other nine, she found that some data elements on CIS were repeatedly incorrect, such as parole dates and final discharge date, and other data elements were often outdated, such as occupation on parole or current parole counselor. She noted also that, "Staff indicated that there is a lag time varying around several weeks from turnaround document submission by the parole counselor to printout; there is also lag time in the process of error correction," (1976:24) resulting in the same error or outdated information being repeated in subsequent reports. The combination of outdated and erroneous information encouraged parole counselors to depend on their own manual records rather than on CIS reports.<sup>16</sup> Because parole counselors were responsible for reporting to CIS via the Parole Turnaround Document, but found the CIS reports less than useful, they had little stake in the document's completeness and accuracy. Eventually the Parole Turnaround Document was discontinued, and replaced by the Adult Field Services

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<sup>16</sup>Conversation with John Henning, October 31, 1978.

System. An audit of this system in early 1977 found that there were still many problems, including an "outdated and inaccurate" users' manual, and other problems in managing the system (MTA 1977:2-3). A report written by an ISD analyst in January, 1978 outlined the following problems with CIS:

1. Outdated and incomplete documentation of systems, programs, Input/Output functions, and user procedures.
2. Lack of available and/or accessible data elements for user inquiry and statistical reporting especially for classifying type of time served (good time, jail time, parole period, etc.) and for determining categories of recidivism (technical violations and commitments.)
3. Lack of standardization in defining, using, and interpreting status codes both for internal use and for external reporting.
4. Difficulty in maintaining current system due to outdated systems design (data elements and technology), change in reporting requirements, lack of documentation, and lack of in-house expertise.
5. Impurities in Master file data resulting both from non-standard input requirements and from lack of user responsibility for data.
6. Lack of comprehensive test system.
7. Difficulty in interpretation of statutes and administrative regulations.
8. Lack of central coordinator for Input/Output function to resolve differences in input procedures and to standardize operations.
9. Lack of central coordinator for user functions (institutions, Prisoner Review Board, parole services) to resolve differences in users' procedures and to serve as liaison between users and CIS in order to ensure standardization and user acceptance. (IDOC 1978a:Appendix)

Currently, ISD and Adult Parole Services are working together to improve the quality and availability for use of parole data. In addition, an enhanced version of CIMIS will include a parole module, which will incorporate many of the data elements identified in the CIS system. The new system will operate on the same basis as CIMIS for daily transactions, and will be linked to a large, department-wide historical data base for planning and research uses (DOC 1978a:9.) It is expected to be fully operational by December 1, 1979.

#### Contents of the CIS Files

The changes discussed above will only affect data collected in the future. Anyone attempting to use CIS information being collected now or collected since 1973 will have to know what are the contents of those CIS files, and what is the quality of the data.

There are two types of CIS files: current and historical. The current files include reports on everyone currently in a DOC institution or out on parole or supervised release. Periodically these files are purged of those cases which have

been finally discharged. These purged cases are added to the historical files, which go back to 1973.<sup>17</sup>

It is difficult to determine the contents of these files, since a users' guide or codebook is not available.<sup>18</sup> However, SAC has obtained the code file of data elements (Appendix F.) Definitions of some coding categories were obtained from Severin Wellinghoff, DOC Planning and Evaluation, and are available in the SAC library. The contents of CIS files have almost certainly changed over time, but SAC has been unable to obtain documentation for these changes. Again, the user should consult Planning and Evaluation before attempting to use and interpret CIS historical files.

#### Standard Reports

Two standard reports are produced by ISD from CIS files. One, the Resident Profile Report, contains individual level data. The other, the DOCC001 Report, contains aggregate data.

The Resident Profile Report is a listing of data held by CIS on an individual. It is sent to parole counselors and to the Prisoner Review Board on request, and thus becomes a part of each individual's file.

Appendix G is an example of a Resident Profile Report that was produced on a new inmate who had just entered Reception. Some of the data in this report are missing simply because this particular inmate is so new that the information is not yet applicable. However, the next section will show that some CIS data are missing more often than not.

The DOCC001 Report is usually referred to as the DOC-1 Report. It is an aggregate report produced monthly by ISD, and distributed to a small list of DOC institutions and offices, but not to any library or archive. It has been produced since 1975 or 1976, but SAC has been unable to locate any office which has saved copies over a year. Most of them were apparently destroyed (see Access to CIS Data.)

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<sup>17</sup>Conversation with Severin Wellinghoff, formerly of DOC Planning and Evaluation, December 15, 1978.

<sup>18</sup>Conversation with Joye Groff, ISD, November 9, 1978.

However, the variables summarized in a typical DOC-1 Report are an indication of the kind of data available in CIS. The October, 1978 DOC-1 Report, which is available in the SAC library, includes totals for the DOC institutional and paroled populations (separately) for the following variables, each total broken into race by sex categories:

1. Committing County (Each Illinois county, out of state.)
2. County of Residence (Each Illinois county, out of state.)
3. Nativity (Place of birth. States, territories, countries, United States.)
4. Occupation (326 very detailed categories, including student, retired, disabled, unemployed and none.)
5. Education (Grade in school. First, second, . . . fourth year high, college or more.)
6. Offense (DLE/UCR offense code for each class of felony or misdemeanor, excluding offenses before 1973.)
7. Offenses before 1973 (DLE/UCR offense codes as above.)
8. Offense (Statutory class of felony or misdemeanor.)
9. Age (At commitment and currently. 16 and under, 17, 18, 19, 20, 21, 22-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-64, 65 and over.)
10. Religion (53 categories, including No preference, Agnostic, Atheist, Protestant other, Baptist other, Lutheran other, Methodist other, Christian other and Other.)
11. Military Discharge (Honorable, dishonorable.)
12. Military War Period (World War II, Korean, Vietnam, peacetime, not applicable.)
13. Handicapped (yes, no.)
14. Alcohol Use at Admission (Alcoholic, periodic drunken sprees, heavy drinker, moderate, light, never.)
15. Drug Use at Admission (Heavy, occasional, light, never.)
16. Marital Status (Never married, married living with spouse, widow(er), divorced, separated, common-law, divorced and remarried.)

Assuming that a user has been able to obtain a copy of the DOC-1 Report, there will be two problems in interpreting it: missing data and outdated data. Both problems are not only true of the DOC-1 Report aggregate summaries but of individual level CIS reports as well. Both will be discussed in the next section.

### Quality of CIS Data

The quality of any set of data is determined by its validity and its reliability. A piece of information is valid if it really measures what it is supposed to measure. It is reliable if it is accurately collected and recorded. For this report, SAC has not attempted a complete investigation of the validity and reliability of CIS. However, we have gathered the following information.

## Validity

The validity of CIS data depends, of course, on the particular piece of data of concern. Age and sex, for example, are unambiguous. For variables such as Handicapped it is impossible to determine the validity without having the coding instructions, which are unavailable. The validity of the scores of tests given during Reception, such as IQ tests, depends on the validity of the tests themselves, especially their validity for use with the typical person committed to DOC. In addition, the collection of a few CIS variables depends on the subjective judgement of a teacher or counselor. Conscious or subconscious bias could produce a variable which measures the counselor's hopes, not the actual situation. Such variables, for example, Parole Problem, should be carefully interpreted. Most CIS variables, however, are relatively objective.

One validity problem is that much CIS data is gathered at Reception, and is naturally outdated at parole. Feuerstahler (1976) found that CIS data were not brought up to date. For example, marital status may change during a period of imprisonment, but CIS marital status refers to status at Reception. Tests also refer to IQ or vocational ability at Reception, not currently. In fact, Feuerstahler found cases of parolees being recommitted for a new offense, but not retested. In those cases, test scores measured IQ and so on at the time of a previous commitment. In addition, CIS information is often outdated in variables such as occupation on parole or current parole counselor (Feuerstahler, 1976:22). Therefore, CIS data are valid only if careful attention is paid to the applicable time.

Missing data can easily produce an invalid variable. If data are unavailable for many DOC residents or parolees, the data would not be a valid representation of the "typical" resident or parolee. There would be a good chance that people for whom information is missing are systematically different from people for whom information is not missing. Therefore, unless there is evidence to the contrary, a high percentage of missing data is an indication of systematic bias and the data in question should be assumed to be invalid.

SAC was unable to obtain a complete list of the per cent missing on each CIS variable. However, we do have two indicators of missing data - the per cent missing in the DOC-1 Report variables, and the experience of someone who has used CIS data a great deal.

Tables 2 and 3 give the per cent missing for each variable in the October, 1978 DOC-1 Report, for each adult institution (Table 2) and for each parole region (Table 3.) For example, ten per cent of the Joliet Reception residents had missing data on Item 1, Committing County, and 29 per cent were missing Item 2, County of Residence. (See page 46 for definitions of the items.)

These tables show that one item, Military Discharge (Item 11), is almost totally missing, and that other variables are commonly between a third and a half missing. Valid conclusions about the typical resident or parolee cannot be based on these DOC-1 Report items.

In addition, Tables 2 and 3 show that the per cent missing may vary from one institution to another and from one parole region to another. In general, there is less missing data for the parole population, probably because they have been in the system longer. However, the DOC-1 Report seems to be more complete for some institutions than for other institutions, and for some parole regions than for others.

The second indicator of the amount of missing data in CIS appears in Appendix F. This is a list of the core file data elements of CIS. The final column of this list is a code for whether the data element is usually missing, often missing or usually not missing. This code is based on the experience of Severin Wellinghoff, a former researcher in DOC Planning and Evaluation, who obtained CIS data for DOC research and for clients such as the Criminal Sentencing Commission and other researchers.

Another analysis of CIS missing data is found in Block (1978,) a review of a study using CIS data (Knox, 1978a.) Block documents serious methodological problems in the study, including a problem with missing data.

In summary, the amount of missing data is an indicator of degree of validity. According to this indicator, some CIS data for some institutions appear to be invalid.

#### Reliability

Reliability refers to the accuracy of the data. Are the data properly reported and recorded in CIS files?

As mentioned above, Feuerstahler (1976) found some parole data in CIS files to be incorrect when compared to manually kept records. She particularly mentions parole date and final discharge date as being inaccurate. Feuerstahler's

TABLE 2

Percent Missing for October, 1978  
DOCC0001 Report Items:  
Adult Institutional Population

Item Number <sup>a</sup>	Total Adult Institu- tions	Individual Institutions											
		Joliet Recep. and Class.	Joliet	State- ville Corr. Center	State- ville Minimum Security	Menard Psych.	Menard Corr. Center	Dwight Corr. Center	Pontiac Corr. Center	Vandalia Corr. Center	Vienna Corr. Center	Sheridan Corr. Center	Logan Corr. Center
1	1%	10%	0*%	0*%	0%	1%	1%	0*%	0%	0%	0%	0%	0*%
2	29	53	43	33	19	33	31	8	23	33	11	0	12
3	4	15	4	1	0	7	3	6	1	9	2	0	2
4	6	2	5	4	0	13	6	8	3	10	4	3	3
5	19	51	28	21	13	25	17	6	11	30	10	0	11
6		(See items 7 and 8 below)											
7 <sup>b</sup>	7	5	6	3	11	28	14	6	0*	2	10	1	4
8	1	10	0*	0*	0	0*	1	0*	0	0	0	0	0*
9	3	14	4	1	0	6	3	0*	0*	9	0*	0*	1
10	4	14	4	2	0	7	3	0*	1	9	2	0	2
11	100	100	100	100	100	100	100	100	100	100	100	100	100
12 <sup>c</sup>	29	56	35	25	14	33	35	24	18	34	21	5	23
d	47	70	59	41	42	46	54	24	39	45	41	29	43
13	7	18	7	4	0	11	6	17	4	12	3	0*	5
14	21	50	31	21	12	28	18	12	14	29	9	19	19
15	23	50	33	24	19	31	21	12	16	29	12	23	21
16	5	15	4	2	0	9	4	7	3	9	2	0	2
N	10460	552	698	2158	95	320	2612	296	1586	745	646	318	434

\*Less than 1 per cent.

<sup>a</sup> See definitions in the text under Standard Reports.

<sup>b</sup> Per cent that offenses before 1973 are of the total.

<sup>c</sup> Unreported

<sup>d</sup> Total missing: Unreported plus Information not given.



TABLE 3  
Per cent Missing for October, 1978  
DOCC001 Report Items:  
Parole Population (Excluding Out of State)

Item Number <sup>a</sup>	Total Parole <sup>b</sup>	Lemuel Sykes	Supportive Service	Appre- hension Unit	Parole Region <sup>c</sup>				
					<u>I</u>	<u>II</u>	<u>III</u>	<u>IV</u>	<u>Unassigned</u>
1	0*%	2%	6%	2%	7%	11%	6%	10%	2%
2	9	47	4	14	3	6	7	5	23
3	11	2	2	2	3	3	1	6	2
4	2	7	8	9	9	14	7	13	5
5	8	11	10	15	9	8	5	8	11
6	(See items 7 and 8 below)								
7 <sup>d</sup>	15	30	21	27	14	11	16	7	14
8	0*	2	4	0*	3	11	6	10	2
9	0*	1	0*	1	1	1	0*	0*	0*
10	1	4	3	5	4	3	2	4	2
11	99	100	99	99	99	100	100	99	100
12 <sup>e</sup>	21	28	19	30	20	18	21	45	21
12 <sup>f</sup>	35	40	28	42	34	35	33	54	39
13	4	9	9	15	6	4	3	11	8
14	12	16	19	18	18	21	13	17	15
15	15	18	20	20	21	25	15	18	19
16	2	3	6	5	8	12	7	8	2
N	10830	939	207	559	5590	1491	1501	965	354

\* Less than 1 per cent.

<sup>a</sup> See definitions in text under Standard Reports.

<sup>b</sup> Excludes out of state.

<sup>c</sup> DOC no longer has parole regions, but this classification still appears in the DOC-1 Report.

<sup>d</sup> Per cent that offenses before 1973 are of the total.

<sup>e</sup> Unreported

<sup>f</sup> Unreported plus Information Not Given.

study was done in 1976, and applies to reliability of CIS data at that time. However, the researcher interested in 1976 or earlier CIS data should check them for accuracy against the microfilmed master files.

The sources of some data are not reliable. The recording of education, family, occupation and other data is based on an interview with the resident, the accuracy of which is seldom checked. Another source of inaccuracy is that different people collecting the information may differ in how they record it. Indeed, one of the CIS problems cited above was a "lack of standardization in defining, using and interpreting status codes" (IDOC 1978a.) In addition, the variation in per cent missing from one place to another that was noted in Tables 2 and 3 may indicate a lack of consistency in data recording from one place to another.

#### Access to CIS Data

Access to CIS reports on identified individuals is governed by the same restrictions as for other individual level DOC data. These restrictions appear in Appendix D. Permission to access data must be requested in writing, and the researcher must sign an agreement of non-disclosure (Appendix E). Those wishing to use CIS data should begin by talking to DOC Planning and Evaluation staff, who will guide them through the process (see Index to Sources.)

Access to CIS historical files is difficult. ISD maintains that the historical tapes are impossible to use for all practical purposes, and in fact have never been used.<sup>19</sup> However, DOC Planning and Evaluation has repeatedly used these tapes.<sup>20</sup> Therefore, users interested in accessing CIS historical files should contact Planning and Evaluation prior to contacting ISD.

Access to the DOC-1 aggregate report may be obtained from those who regularly receive it. ISD could not provide a complete list of those who receive it, but DOC Planning and Evaluation the Prisoner Review Board are among those on

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<sup>19</sup> Conversation with Joye Groff, ISD, November 9, 1978. ISD has also told the Prisoner Review Board staff that the historical files are unavailable to them (conversations with Ken Dobucki, previous Administrative Assistant to the Board, and Dan Shutt, current Administrative Assistant.)

<sup>20</sup> Conversations with Severin Wellinghoff, Planning and Evaluation staff member most familiar with CIS tapes, and with John Henning, Planning and Evaluation Coordinator.

the list. Each institution also receives a copy. The copies at DOC Planning and the Board are kept about nine months, and are then destroyed. SAC has been attempting to find old copies so that they can be either in the SAC library or in the State of Illinois library, but has so far been unsuccessful. However, beginning with the April, 1979 report, SAC will obtain month-old copies from DOC Planning and Evaluation and will keep them available for use.

## FEDERAL PAROLE DATA

Some Illinois parolees are paroled not from the Illinois corrections system, but from the federal corrections system. Data on these parolees may be obtained from the data bases maintained by the Research Unit of the U.S. Parole Commission in Washington, DC.

The organization of the federal parole system is similar to the organization of the Illinois parole system, in that parole decisions are administratively separate from parole supervision. The U.S. Parole Commission of the Department of Justice advises the U.S. Board of Parole, which grants and revokes federal parole. Federal parole is supervised by U.S. Probation Officers who are employed by federal court districts.

### Manual Files

There are three federal court districts in Illinois - Northern Illinois, Central Illinois and Southern Illinois. (See list of counties in each district in Index to Sources.) All manual files are kept at the district offices. Programs that work with federal parolees, such as DARE, also keep some manual records. However, federal parole statistics are not collected from these files. In fact, the files are closed to research outside the agency.

The official position on access to federal probation system files appears in Appendix H. Since federal probation officers also supervise parolees, this position applies to parolee files as well. The position paper discusses the effect of the Freedom of Information Act (FOIA) and the Privacy Act, and points out that federal probation offices are not bound by FOIA. For this reason, there is essentially no access to probation and parole files or to presentence reports.

Records of people under dual parole supervision, who served an Illinois sentence concurrently with a federal sentence or another state's sentence and who were not in an Illinois institution, have been kept since 1965 at the Prisoner Review Board office.

### Computer Files

The Research Unit of the U.S. Parole Commission maintains two computer data bases. Illinois data may be obtained from both. Users may request copies of either tape by writing to Peter Hoffman, Director of the Research Unit. (See Index to Sources p.) Data on the tapes are without individual identifiers.

The Parole Decision Making (PDM) file is a retrospective sample of federal prisoners who were released between 1970 and 1972. The study was originally done in cooperation with the Law Enforcement Assistance Administration and the National Council on Crime and Delinquency in order to develop a risk prediction device (U.S. Parole Commission 1976, 1978). The file contains over 100 variables. A codebook may be obtained by writing to the Research Unit and is also available in the SAC library (De Gostin 1974.) Figure 13 is the PDM codesheet.

The Parole Decision History (PDH) file is a working file of all federal parole decisions since 1974. It is constantly updated, and contains 23 variables. In the near future, it will be merged with data on parole outcomes gathered from two sources: Federal Bureau of Investigation (FBI) files and, where necessary, information obtained by writing to the judicial district of original jurisdiction. In anticipation of this merger, the PDH file is currently keyed to FBI numbers and to the Federal Bureau of Prisons Register Number. Information is not obtained from the Federal Probation Service. The PDH codebook may be obtained by writing to the U.S. Parole Commission Research Unit (see Index to Sources.) It is also available in the SAC library (Adelberg, 1978.)

FIGURE 13

## Parole Decision Making (PDM) Codesheet

(7/72)

RESEARCH CENTER  
NATIONAL COUNCIL ON CRIME AND DELINQUENCY

PAROLE DECISION INFORMATION SHEET

NAME

Last

First

## CARD ONE

I.D. NUMBER  
(1-8)

--	--	--	--	--	--	--	--	--	--

F.B.I. NUMBER  
(9-16)

--	--	--	--	--	--	--	--	--	--

BIRTHDATE (22-25)

				Mo.	Yr.
--	--	--	--	-----	-----

DATE PROBATION BEGAN (26-29)

				Mo.	Yr.
--	--	--	--	-----	-----

DATE SENTENCE BEGAN (30-33)

				Mo.	Yr.
--	--	--	--	-----	-----

DATE OF ADMISSION (34-37)

				Mo.	Yr.
--	--	--	--	-----	-----

HOW COMMITTED (38-39)

--	--

TYPE C. ADMISSION (Check One) (40)

New Court Commitment

Not Probation Revoked

Probation Revoked

Parole Violator

Without New Commitment

With New Commitment

Mandatory Release

Without New Commitment

With New Commitment

SENTENCE PROCEDURE (41-42)

--	--

EXPIRES FULL TERM (43-46)

--	--	--	--

MINIMUM PAROLE ELIGIBILITY  
DATE (51-54)

				Mo.	Yr.
--	--	--	--	-----	-----

ALIASES (55)

0=None; 9=Nine or More

--

SEX AND ETHNIC GROUP (Check One) (56)

Male Female

White

1	2
---	---

Black

3	4
---	---

Indian

5	6
---	---

Other

7	8
---	---

CITIZENSHIP (Check One) (57)

U.S.A.

1	2
---	---

Mexico

3	4
---	---

Unknown

9	
---	--

OFFENSE (Check One) (64-65)

Willful Homicide

01
----

Negligent Manslaughter

02
----

Armed Robbery

10
----

Unarmed Robbery

11
----

Aggravated Assault

20
----

Burglary

31
----

Dwelling

32
----

Other

40
----

Theft or Larceny, Except Vehicle

50
----

Vehicle Theft

60
----

Forgery, Fraud, Larceny by Check

61
----

Other Fraud

70
----

Rape, Forcible

71
----

Rape, Statutory

72
----

Other Sex Offenses Against Juveniles

73
----

Prostitution and Pandering

74
----

All Other Sex Offenses Not

81
----

Against Juveniles

81
----

Alcohol Laws Violation

82
----

Narcotic Drug Laws Violation

83
----

Marijuana

84
----

Heroin

91
----

Other

91
----

Immigration Laws Violation

93
----

Counterfeiting

94
----

Kidnapping, Federal

95
----

Selective Service Laws Violation

96
----

National Firearms Act Violation

90
----

All Others

90
----

WEAPON IN OFFENSE/INJURY (Check One) (66)

None

0
---

Implied Only

1
---

Firearm: As Threat

2
---

Bodily Harm

3
---

Knife: As Threat

4
---

Bodily Harm

5
---

Other: As Threat

6
---

Bodily Harm

7
---

In Possession

8
---

0, 1, or 8 &amp; Bodily Harm

9
---

ASSAULT (Commitment Offense) (Check One) (67)

No

0
---

Yes

1
---

Sell Heavy Narcotics to Support  
Habit

480
-----

Theft, Planned

484
-----

Abortion

485
-----

Car Theft, Planned

486
-----

Manslaughter

490
-----

Burglary, No Weapon, Day-Time,  
Other Crime Planned

492
-----

Burglary, Weapon or Night-Time,  
Unplanned

494
-----

Possess Heavy Narcotics, Greater  
Than \$50

496
-----

Escape with Force

498
-----

Abnormal Sex, Minor, Mutual  
Consent

556
-----

Burglary, Weapon or Night-Time,  
Planned

631
-----

Attempted Crime with Threat to  
Harm

644
-----

Sell Marijuana, Minor

654
-----

Criminal Act, Fear, No Injury

655
-----

Criminal Act, Bodily Harm

692
-----

Criminal Act, Weapon

696
-----

Criminal Act, Injury

700
-----

Sexual Act, Child, No Force

709
-----

Sell Heavy Narcotics for Profit

716
-----

Violence, "Spur of the Moment"

719
-----

Sexual Act, Adult, Force

736
-----

Criminal Circumstances Causing  
Death

747
-----

Sexual Act, Adult, Bodily Harm

762
-----

Criminal Act, Fear,  
Disfigurement

775
-----

Violence, "Spur of the Moment",  
Death

804
-----

Sexual Act, Child, Force

805
-----

Violence, Planned, Adult,  
Bodily Harm

852
-----

Violence, Planned, Minor,  
Bodily Harm

863
-----

Violence, Planned, Minor, Death

883
-----

Violence, Planned, Adult, Death

887
-----

All Others

900
-----

DOLLAR VALUE (BURGLARY, VEHICLE THEFT (RESALE),  
FORGERY, FRAUD, LARCENY, POSSESSION OF DRUGS,  
OR COUNTERFEITING) (Check One) (71)

Under \$200

1
---

\$200-499

2
---

\$500-999

3
---

\$1,000-4,999

4
---

\$5,000-20,000

5
---

Over \$20,000

6
---

Unknown

7
---

Deck Number  
(77-78)

88

Card Number  
(79-80)

01

Figure 13  
(cont.)

GRADE CLAIMED (58-59)

☐ ☐

MARITAL STATUS (Check One) (60)

Single	<input type="checkbox"/>	Married	<input type="checkbox"/>
Widow(er)	<input type="checkbox"/>	Divorced	<input type="checkbox"/>
Separated	<input type="checkbox"/>	Common Law	<input type="checkbox"/>
Unknown		<input type="checkbox"/>	

CODEFENDANTS (Check One) (62)

No	<input type="checkbox"/>	Yes	<input type="checkbox"/>
----	--------------------------	-----	--------------------------

TYPE OF SENTENCE (Check One) (63)

Simple	<input type="checkbox"/>	More Than One Type Offense, Concurrent	<input type="checkbox"/>
Consecutive	<input type="checkbox"/>		

AGE AT FIRST ARREST (10-11)

☐ ☐

AGE AT FIRST CONVICTION (12-13)

☐ ☐

AGE AT FIRST COMMITMENT (14-15)

☐ ☐

LONGEST TIME FREE SINCE FIRST COMMITMENT  
(Check One) (16)

None	<input type="checkbox"/>	≤ 6 mo.	<input type="checkbox"/>
≤ 18 mo.	<input type="checkbox"/>	≤ 36 mo.	<input type="checkbox"/>
≤ 60 mo.	<input type="checkbox"/>	> 60 mo.	<input type="checkbox"/>

LONGEST TIME SERVED ON ANY COMMITMENT  
(Check One) (17)

None	<input type="checkbox"/>	≤ 6 mo.	<input type="checkbox"/>
≤ 18 mo.	<input type="checkbox"/>	≤ 36 mo.	<input type="checkbox"/>
≤ 60 mo.	<input type="checkbox"/>	> 60 mo.	<input type="checkbox"/>

PRIOR PRISON COMMITMENTS (18)  
0=None; 9=Nine or More

☐

OFFENSE RATING (Check One) (68-70)

Bigamy	<input type="checkbox"/>	235
Prostitution	<input type="checkbox"/>	247
Walkaway	<input type="checkbox"/>	269
Minor Theft, Unplanned	<input type="checkbox"/>	275
Abnormal Sex, Adults, Mutual Consent	<input type="checkbox"/>	285
Checks, Own Name, Less Than or Equal to \$500	<input type="checkbox"/>	319
Possess Marijuana, Less Than or Equal to \$100	<input type="checkbox"/>	333
Forgery or Counterfeiting, Less Than or Equal to \$500	<input type="checkbox"/>	335
Minor Theft, Planned	<input type="checkbox"/>	346
Simple Theft, Unplanned	<input type="checkbox"/>	354
Checks, Own Name, Greater Than \$500	<input type="checkbox"/>	389
Possess Heavy Narcotics, Less Than or Equal to \$50	<input type="checkbox"/>	394
Theft, Unplanned	<input type="checkbox"/>	395
Car Theft, Unplanned	<input type="checkbox"/>	400
Burglary, No Weapon, Day-Time, Economic	<input type="checkbox"/>	406
Forgery or Counterfeiting, More Than \$500	<input type="checkbox"/>	425
Possess Marijuana, More Than \$100	<input type="checkbox"/>	426
Confidence Game	<input type="checkbox"/>	461
Sell Marijuana, Adult	<input type="checkbox"/>	462
Normal Sex, Minor	<input type="checkbox"/>	467
Receiving Stolen Property	<input type="checkbox"/>	469

Drunk or Drunk Driving (43)

☐

Vagrancy/Disorderly Conduct (44)

☐

Juvenile Delinquency (45)

☐

Military Convictions (46)

☐

All Others (Including Traffic Offenses) (47)

☐

FAMILY CRIMINAL RECORD (Check One) (50)

No	<input type="checkbox"/>	Yes	<input type="checkbox"/>
----	--------------------------	-----	--------------------------

LIVING ARRANGEMENT BEFORE COMMITMENT  
(Check One) (51)

With Others	<input type="checkbox"/>	1
Parents or Guardian	<input type="checkbox"/>	2
Wife and/or Children	<input type="checkbox"/>	3
Paramour	<input type="checkbox"/>	4
Other(s)	<input type="checkbox"/>	

CARD TWO

REASON FOR FIRST ARREST (Check One) (9)

Felony	<input type="checkbox"/>	0
Homicide, Assault, or Sex	<input type="checkbox"/>	1
Burglary, Forgery, Checks	<input type="checkbox"/>	2
Robbery	<input type="checkbox"/>	3
Theft, Except Auto	<input type="checkbox"/>	4
Auto Theft	<input type="checkbox"/>	5
Narcotics	<input type="checkbox"/>	6
Other	<input type="checkbox"/>	7
Misdemeanor	<input type="checkbox"/>	8
Drunk	<input type="checkbox"/>	9
Other	<input type="checkbox"/>	X
Delinquent Child (Under 18)	<input type="checkbox"/>	Y
No Information	<input type="checkbox"/>	
Military	<input type="checkbox"/>	

CARD THREE

SAT (18-20)

☐ ☐

LAST CUSTODY CLASSIFICATION (Check One) (23)

Maximum	<input type="checkbox"/>	Close	<input type="checkbox"/>
Medium	<input type="checkbox"/>	Minimum	<input type="checkbox"/>
Work Release	<input type="checkbox"/>	Unknown	<input type="checkbox"/>

ON-THE-JOB TRAINING (Check One) (27)

None or Unknown	<input type="checkbox"/>	≤ 5 mo.	<input type="checkbox"/>
		> 5 mo.	<input type="checkbox"/>

EDUCATION PROGRAM (Check One) (28)

No or Unknown	<input type="checkbox"/>	Yes	<input type="checkbox"/>
		G.E.D.	<input type="checkbox"/>

NUMBER OF PAROLE HEARINGS (30)

1=First; 9=Nine or More

☐

PAROLE ADVISOR OBTAINED (YCA Only)  
(Check One) (31)

No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>
----	--------------------------	-----	--------------------------	----------------	--------------------------

Figure 13  
(cont.)

OTHER PRIOR SENTENCES (19) ☐

0=None; 9=Nine or More

SENTENCES WITH PROBATION (20) ☐

0=None; 9=Nine or More

PRIOR INCARCERATIONS (21) ☐

0=None; 9=Nine or More

PROBATION OR PAROLE REVOCATIONS (Check One) (32)

None ☐

Probation Revoked, One or More Times ☐

Parole Revoked, One or More Times ☐

Both Probation and Parole Revoked ☐

PRIOR CONVICTIONS

Code Convictions 0=None 9=9 or More

Willful Homicide (23) ☐

Negligent Manslaughter (24) ☐

Armed Robbery (25) ☐

Unarmed Robbery (26) ☐

Aggravated Assault (27) ☐

Burglary (28) ☐

Theft or Larceny, Except Auto (29) ☐

Auto Theft (30) ☐

Forgery, Fraud, or Larceny by Check (31) ☐

Other Fraud (32) ☐

Rape, Forcible (33) ☐

Rape, Statutory (34) ☐

Other Sex Offenses Against Juveniles (35) ☐

Prostitution and Pandering (36) ☐

All Other Sex Offenses Not Against Juveniles (37) ☐

Narcotic Drug Law Violation (38) ☐

Alcohol Law Violation (39) ☐

Immigration Law Violations (40) ☐

Counterfeiting (41) ☐

Selective Service Law Violations (42) ☐

ALONE ☐ 5

Fixed Abode ☐ 6

No Fixed Abode ☐ 7

Other Institution ☐ 8

Military ☐ 9

No Information ☐

ALCOHOL (Check One) (52)

Use Denied or Unknown ☐ 0

Use ☐ 1

Contributing to Offense ☐ 2

"Alcoholic" ☐ 3

DRUGS (Check All Applicable Codes, Through 6)

No Known Use (53) ☐ 0

Marijuana (54) ☐ 1

Stimulants or Hallucinogens (55) ☐ 2

Sedatives, Including Barbiturates (56) ☐ 3

Opiates and Synthetic Substitutes (57) ☐ 4

Other (58) ☐ 5

Glue Sniffing (59) ☐ 6

MENTAL HOSPITAL CONFINEMENT (Check One) (60)

No ☐ 0 Yes ☐ 1

LONGEST JOB IN FREE COMMUNITY (Check One) (62)

None ☐ 0

< 1 Year ☐ 1

< 2 Years ☐ 2

< 3 Years ☐ 3

< 4 Years ☐ 4

> 4 Years ☐ 5

Unknown ☐ 9

EMPLOYMENT IN LAST TWO YEARS OF CIVILIAN LIFE (Check One) (63)

More than 25% of Time, or Student or Unemployable 75% of Time or More ☐ 1

Less than 25% of Time, and Not Student or Unemployable 75% of Time ☐ 2

Unknown ☐ 9

MILITARY DISCHARGE (Check One) (64)

No Military History ☐ 0

Honorable ☐ 1

General ☐ 2

Medical ☐ 3

Other than Honorable ☐ 4

Not Discharged ☐ 5

Not Known ☐ 9

BETA I.Q. (65-67) ☐

TOTAL NUMBER CONVICTIONS (68-69) ☐

NUMBER OF MONTHS UNDER SUPERVISION (70-71) ☐

PAROLE PERFORMANCE (72) ☐

DECK NUMBER (77-78) ☐

CARD NUMBER (79-80) ☐

PLANNED LIVING ARRANGEMENT (Check One) (32)

With Others ☐ 1

Parents or Guardian ☐ 2

Wife and/or Children ☐ 3

Paramour ☐ 4

Other(s) ☐ 5

Alone ☐ 6

Fixed Abode ☐ 7

No Fixed Abode ☐ 8

Other Institution ☐ 9

Military ☐

No Information ☐

TYPE OF DECISION (Check One) (33)

Hearing ☐ 0

Review ☐ 1

Adult, Regular ☐ 2

Adult, Intermediate ☐ 3

Youth Corrections Act ☐ 4

Juvenile Delinquency Act ☐ 5

Narcotic Addict Rehabilitation Act ☐ 6

MEMBERS (39-41) ☐

ESCAPE HISTORY (Check One) (50)

None ☐ 0

Prior ☐ 1

Present ☐ 2

Both ☐ 3

ASSAULTIVE INFRACTIONS (Check One) (51)

None ☐ 0

One ☐ 1

Two ☐ 2

Three or More ☐ 3

PRISON PUNISHMENT (Check One) (52)

None ☐ 0

One ☐ 1

Two ☐ 2

Three or More ☐ 3

TYPE OF RELEASE (Check One) (53)

Parole ☐ 1

Mandatory Release ☐ 2

Expiration ☐ 3

DATE OF RELEASE (54-57)

Mo. ☐

Yr. ☐

DECK NUMBER (77-78) ☐

CARD NUMBER (79-80) ☐

Coded By: ☐

Date: ☐

Coding Sequence: (This Person) ☐



APPENDIX A

APPENDIX A

# CRIMINAL SENTENCING COMMISSION

## Interim Report

September 15, 1978

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## CRIMINAL SENTENCING COMMISSION

### OFFICERS

Robert J. Egan, Chairman	Senator, Illinois State Senate
Michael L. Getty, Vice Chairman	Representative, Illinois House of Representatives
Harold A. Katz, Secretary	Representative, Illinois House of Representatives

### MEMBERS

Allen F. Bennett	Representative, Illinois House of Representatives
Vincent Bentivenga	Judge, Circuit Court of Cook County
Jack E. Bowers	Senator, Illinois State Senate
Richard J. Fitzgerald	Chief Judge, Cook County Criminal Courts
James B. Haddad	Professor, Northwestern University Law School
George E. Sangmeister	Senator, Illinois State Senate
Richard F. Scholz	Chief Judge, Eighth Judicial Circuit
Gary L. Starkman	Counsel to the Governor
Daniel W. Weil	Chairman, Illinois Law Enforcement Commission

\* \* \* \* \*

Charles J. Rowe, Executive Director	Director, Illinois Department of Corrections
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## STATUTORY AUTHORITY

The Criminal Sentencing Commission, was created by Public Act 80-1099, now codified in Ill. Rev. Stat. Ch. 38, § 1005-10-1 & 2 (Supp. 1977). The composition of the Commission and its powers and duties are set forth in the law as follows:

Sec. 5-10-1. Criminal Sentencing Commission. There shall be a Criminal Sentencing Commission consisting of 12 members to be appointed as follows:

- (1) 3 members shall be appointed by the Governor;
- (2) 3 members shall be members of the Senate, 2 of whom shall be appointed by the President of the Senate and one by the Senate Minority Leader;
- (3) 3 members shall be members of the House of Representatives, 2 of whom shall be appointed by the Speaker of the House and one by the House Minority Leader; and
- (4) 3 members shall be circuit judges who preside at trials of criminal cases appointed by the Supreme Court.

Vacancies. Vacancies shall be filled by the officer (or his successor) who appointed the original member. Members shall receive no compensation, but shall be reimbursed for expenses incurred in the actual performance of their duties.

Chairman. The members of the Commission shall designate one member to serve as Chairman. The Director of the Department of Corrections shall serve as Executive Director of the Commission, and staff and support services shall be provided by the Department of Corrections.

Sec. 5-10-2. Powers and Duties of Commission. The Criminal Sentencing Commission has the following responsibilities:

- (1) To monitor the fiscal impact and effect upon prison populations caused by the use of determinate sentences.
- (2) To determine the overall desirability and feasibility of determinate sentencing and reclassification of felonies.
- (3) To review the Criminal Code and Code of Corrections and make recommendations on the best methods available for sentencing those convicted of criminal offenses.
- (4) To ascertain the number and percentage of commitments to the Department of Corrections compared to the number and percentage of alternative dispositions imposed by the courts, by offense.

(5) To develop standardized sentencing guidelines designed to provide for greater uniformity in the imposition of criminal sentences.

(6) To make such other recommendations as the Commission deems necessary to promote certainty and fairness in the sentencing process.

The Commission shall make an interim report to the Governor and General Assembly by September 15, 1978, and shall report annually to the Governor and General Assembly beginning on March 1, 1979 and on or before March 1 of each succeeding year.

## I. INTRODUCTION

In the first Special Session of November, 1977, House Bill 1500, embodying the most comprehensive reform in the Illinois criminal justice system in 15 years, was enacted. The bill was signed into law on December 28, 1977, and became effective, by its own terms, on February 1, 1978.

Among many others things, the bill creates a new category of non-probationable felonies--Class X offenses--which carry mandatory six year minimum sentences; it requires determinate sentences, abolishes parole, provides for enhanced sentencing for repeat offenders, establishes sentencing ranges, sets forth aggravating and mitigating factors, compels judges to articulate their reasons for imposing a particular sentence, and subjects sentences to appellate review. The bill also creates a Criminal Sentencing Commission to assess the impact of these changes and provide recommendations for continuing reform.

Illinois is the fourth state in recent years to convert from an indeterminate to a determinate sentencing system. Following California, Indiana, and Maine--as well as the current wave of academic and professional opinion--we now authorize the judge to impose the exact sentence which the offender will serve, less time credit for good behavior while in prison. The court will no longer impose a minimum and maximum sentence and leave the actual time to be served to the discretion of the Parole Board.

Because of the monumental nature of the change, this Commission was created to assure that the state would have an ongoing mechanism for reviewing the implementation of determinate sentencing, for assessing its

fiscal impact, and for making suggestions for both legislative and policy changes which may serve to strengthen our criminal justice system.

Following appointment by the appropriate appointing authorities, the Commission met at the Stateville Correctional Center on March 6, 1978. At that time, officers were elected, subcommittees were created in a manner consistent with the Commission's statutory responsibilities, and a decision was made to request the Speaker of the House and the President of the Senate to defer criminal justice legislation until the Commission has an opportunity to provide input. This was not done to usurp the legislative function, but, rather, to insure that our criminal laws are uniform, consistent, and aligned with the intent of HB 1500.

Numerous subcommittee meetings and three full Commission meetings were thereafter held. Because of the limited time in which the new law has been in effect, the Commission believes that it is premature, at this juncture, to provide a full-scale set of recommendations for further reform. Instead, this report will review the changes that have been made in the Criminal Code in the last session of the General Assembly and provide a status report on the work on each subcommittee. In this manner, we hope to develop a sound foundation for the important work that lies before us for the future.



## II. LEGISLATIVE CHANGES IN THE CRIMINAL CODE

As a part of the Commission's ongoing function to review the Criminal Code, we believe that it is important to identify changes made by the General Assembly so that, at a minimum, those concerned with the criminal laws will be provided with a quasi-clearinghouse. While it is not our intention to review every criminal justice bill enacted,\* we will identify the significant changes in the law made in each session of the General Assembly. Given the limited scope of the last session, only four bills can be characterized as significant:

A. HB 3006, sponsored by the principal sponsors of HB 1500 and supported by this Commission, contained a variety of purely technical amendments designed to clarify the legislative intent of HB 1500. They are as follows:

1. The penalty provision of the armed violence statute was amended to provide that a second or subsequent offense with a weapon not a gun or knife is a Class 1 felony or the felony class provided for the same act, while unarmed, whichever permits the greater penalty. (Ch. 38, § 33 A-3(b)).

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\* Other bills enacted and signed into law in the last session include: permitting the use of marijuana for medical purposes (HB 2625); creating a Class 1 felony for selling an aborted fetus (HB 2628); adding heinous battery and aggravated arson to the list of violent offenses for which a victim may be compensated (HB 2766); exempting the personal possession of noncommercial antique slot machines from the strictures of the gambling statute (HB 3118).

This results from an omission in the original bill which could come into play in only extremely unique circumstances. For example, assume one is charged in 2 counts--rape and armed violence with a category II weapon (rape with a blackjack). He is acquitted of rape, but convicted of armed violence (the jury can, of course, return inconsistent verdicts), and sentenced as a Class X offender. Assume further that this offender serves his time, and, following release, does the same thing and is again convicted of only armed violence. In these circumstances, under the original bill, he would be sentenced as a Class 1 offender even though he was a second offender who had been punished more harshly on his first offense. This change will permit Class X sentencing in these circumstances.

2. The habitual offender statute was amended to provide for the death penalty where the defendant's third crime is a capital offense (Ch. 38, § 33 B-1). The provision previously indicated that a third-time offender who qualified for habitual offender punishment must receive a life sentence. By not citing the death penalty, the provision unintentionally failed to indicate that capital punishment is appropriate regardless of the habitual offender's status. Since no habitual offenders have been convicted under the new law, this amendment does not affect any pending cases.

3. The powers and duties section with regard to the Prisoner Review Board was amended to permit a 3-member panel of the Board to hear and decide parole cases. (Ch. 38, § 1003-3-2). The present law requires the full Board to hear and decide parole cases, while every other similar duty such as setting release dates, determining conditions of mandatory supervised release, and considering requests for executive

clemency requires only a 3-member panel. Prior to the enactment of HB 1500, parole decisions were made by a 3-member panel of the Parole Board.

4. The section dealing with the setting of release dates was clarified to assure that the maximum release date set by the Board may be no longer than the maximum term imposed, less time credit previously earned for good behavior. (Ch. 38, § 1003-3-2.1). The question has been raised whether the present language, "less time credit for good behavior" means credit earned to the date of the parole hearing or whether it means all the time credit for good behavior that a prisoner could earn on his maximum sentence. The former was intended.

5. Greater specificity was added to the requirement that a judge state his reasons for a sentence imposed and the requirement that all information presented to the court at the sentencing hearing be filed with the clerk and be made a public record was deleted. (Ch. 38, § 1005-4-1). The present language regarding "all information presented to the court" is overbroad and might include matters which, by law, are confidential: for example, psychiatric and medical reports and sources used by probation department officials. This change requires the court to clearly specify for the record its reasons for imposing the particular sentence and the information upon which that sentence was based. Only the court's statement need be made a matter of public record. This amendment eliminates the disclosure of presentence reports (which was not originally intended, although some have argued is now required).

6. Presentence reports are added to the list of materials to be transmitted to the Department of Corrections following a sentence. This was inadvertently deleted in HB 1500.

7. The repeat offender provision which now requires that, upon a third conviction for a Class 1 or Class 2 felony, the offender be sentenced as a Class X offender is amended to assure application of the enhanced penalty provision where one of the prior offenses was a murder or Class X Felony. (Ch. 38, § 1005-5-3(c) (6)).

8. The conditions of probation are changed to clearly permit the court, when granting probation or conditional discharge, to impose court costs and reasonable conditions relating to the nature of the offense as well as the offender's rehabilitation. (Ch. 38, § 1005-6-3(b)).

B. HB 2775 creates the offense of child abduction--a class 4 felony--for removing a child under 14 from the state or concealing the child in the state with intent to violate a child custody order. (Ch. 38, § 10-5).

The principal problem that this bill is intended to solve concerns a parent who, following a divorce, moves to another state and takes his child with him in violation of a custody decree. Once there, he or she gets a custody order from the other state. Since there is no lawful way to get the child back to honor the Illinois order, private detectives are hired to "snatch" the child and return him or her to the Illinois parent. There are variations on this theme, and the problems for people too poor to hire private investigators, for divorce court judges, and for government and private agencies who are helpless to act are genuine.

The purpose of this bill is to create a felony so that, even in the absence of deterrence, the offending parent may be extradited and returned to the jurisdiction of the divorce court. There is no assurance that other states will extradite under these circumstances; but California has had a great deal of success with a similar provision.

Given the nature of this type of offense in the family setting, a number of affirmative defenses--including a "cooling off" period--were fashioned to assure that prosecutions would be limited to only the most flagrant cases.

C. SB 771 creates a new offense, broadens another and increases the penalties for a third. Specifically, it:

(1) creates the offense of Home Invasion as a Class X felony for one who enters the dwelling place of another and threatens force with a dangerous weapon or intentionally causes injury. (Ch. 38, § 12-11).

(2) expands the offense of Indecent Liberties with a Child to cover photographs and other reproductions of various lewd activities and abolishes the affirmative defense that the child was a prostitute. (Ch. 38, § 11-4).

(3) raises the penalty for those involved in the creation of Child Pornography to a Class 1 felony so that it coincides with the newly expanded indecent liberties offense. (Ch. 38, § 11-20a).

D. HB 3004 arises from the Supreme Court's decision in People v. DuMontelle, 71 Ill.2d 157 (1978).

Illinois law contains a special provision for dealing with a first time offender convicted of mere possession of small amounts of a controlled substance. (Ill. Rev. Stat. Ch. 56½, § 1410). A parallel provision exists for the first time possession of marijuana. (Ill. Rev. Stat. Ch. 56½, § 710). These statutes, providing for lenient treatment of a limited class of individuals, essentially permit the judge to place the offender on probation without entering a guilty judgment and defer further

proceedings pending completion of the probationary period. If the period is satisfactorily completed, the offender is discharged without a conviction. If probation is violated, the offender is subject to the entry of a judgment of conviction and a sentence on the original charge.

In DuMontelle, the Court, reversing a split decision of the Appellate Court, held that the imposition of probation under these statutes was not tantamount to a "sentence" under the Code of Corrections. Thus, particularly in light of "the lenient spirit and purpose of a scheme that de-emphasizes punishment of first offenders," the court concluded that neither a fine nor court costs could be assessed in connection with a disposition of probation under these provisions.

House Bill 3004 was intended to alter the result reached by DuMontelle. The bill does not create a new penalty category. Rather, it specifically empowers judges to establish conditions of probation, including a fine and costs, in connection with their original dispositions under the two statutes.

### III. FISCAL IMPACT

The fiscal impact subcommittee monitors and compares the fiscal aspects of incarceration under the determinate sentencing system; it will also attempt to monitor dispositions other than incarceration and gauge their cost impact.\*

Fiscal considerations are uniquely intertwined with the new law's impact on prison populations. There is no doubt that the new law will put more people in jail for longer periods of time. In anticipation of that eventuality--as well as the need to relieve current overcrowding--two new medium security facilities, having received legislative approval, are currently in the early phases of construction.

As expected, new admissions increased somewhat following the effective date of the new law. (Appendix A). However, the transitional period for the law's implementation is unique; those whose crimes were committed before February 1, 1978, but who are sentenced thereafter, may elect whether they desire determinate or indeterminate sentencing. Therefore, it is impossible to identify the precise impact of the new law at this point.

Determinate sentencing will not be fully operative in Illinois until the majority of those committed to the Department of Corrections are sentenced for post-February 1, 1978 offenses. Accordingly, no fiscal impact conclusions can yet be reached.

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\* The Subcommittee is composed of Gary Starkman, Chairman, Sen. Jack Bowers and Rep. Harold Katz.

#### IV. RECLASSIFICATION OF FELONIES

The Reclassification of Felonies Subcommittee reviews the nature of existing offenses to determine whether substantive definitions of crimes should be altered and whether the statutory penalty is appropriate for the offense.\*

The Subcommittee has been involved in a number of measures that were enacted in the last session of the General Assembly and reviewed in the section on legislative changes.

A series of working draft proposals has been made for felony reclassification and is now pending before the full Commission. The Commission has not developed a formal position in light of the fact that the Subcommittee desires to hold public hearings in order to survey expert opinion on the subject before recommending legislative action.

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\* The Subcommittee is composed of Judge Vincent Bentivenga, Chairman, Rep. Alan Bennett, James Haddad, and Gary Starkman.



## V. SENTENCING ALTERNATIVES

The Sentencing Alternatives Subcommittee will consider the implication of and justifications for sentences alternative to imprisonment such as probation and periodic imprisonment.\*

HB 1500 requires the imposition of a sentence of imprisonment for those convicted of murder or a Class X offense. Under all other felony classifications, the court has discretion to impose a sentence other than imprisonment. The bill was not intended to create a presumption of probation for those convicted of lesser offenses, but does identify it as a viable alternative for the court to consider.

Alternative dispositions play an important role in our criminal justice system. The statistics for June, 1978 (exclusive of Cook County) demonstrate that an alternative disposition was imposed on 29% of the Class I offenders, 62% of the Class II offenders, 72% of the Class III offenders, and 80% of the Class IV offenders. (Appendix B).

Because of the reliance on alternative dispositions for a wide variety of offenders, this Subcommittee will undertake an intensive review of the quality of services provided to those not incarcerated, the success rate of existing programs, and the degree to which new or different programs are necessary.

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\* The Subcommittee is composed of Daniel Weil, Chairman, Judge Richard Fitzgerald, Rep. Harold Katz, and Judge Richard Scholz.

## VI. SENTENCING GUIDELINES

The Sentencing Guidelines Subcommittee will determine whether additional sentencing standards would benefit judges and promote uniformity in sentencing, and, if so, what types of standards are appropriate.\*

One of the principal underpinnings of HB 1500 was the desire to promote uniformity and consistency in sentencing. Toward this objective, the bill identifies statutory aggravating and mitigating factors, compels the court to articulate its sentencing rationale, and provides for appellate review of sentences.

While determinate sentencing should make the length of incarceration for any specific offense more uniform, some degree of sentencing variation will continue to exist. The extent to which such variations can or should be controlled by guidelines presents the central question to be resolved. However, associated issues concern the relative merits of a statewide system, with its cost effective centralization, as opposed to a county-wide approach with generally smaller caseloads, more compact jurisdiction, and associated economies and the advisability of utilizing outside expertise as opposed to the court's existing research structure.

In light of these considerations, the Administrative Office of the Illinois Courts has been provided with a cost estimate for developing and maintaining sentencing guidelines. Thus, the Subcommittee will await the Supreme Court's decision on whether it intends to pursue operational sentencing guidelines before proceeding with what may be duplicative effort.

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\* The Subcommittee is composed of Judge Richard Fitzgerald, Chairman, Sen. Jack Bowers. Judge Richard Scholz, and Rep. Michael Getty.

## VII. CONCLUSION

The new law appears to be working quite well. Prosecutors appreciate the harsher sentences for Class X offenders. Offenders appear to favor the certainty of determinate sentencing. While judges have generally viewed the new law in a favorable light, some believe that their sentencing discretion has been too restricted.

While this Commission has begun to identify the objectives it seeks to accomplish and the methodology for performing its assigned tasks, the lack of available information has slowed the process. The offenders for whom no substantial information is now available are the ones of greatest interest: those who committed their offenses after February 1, 1978, and therefore received a mandatory determinate sentence. The first regular report of the Commission will contain this information.

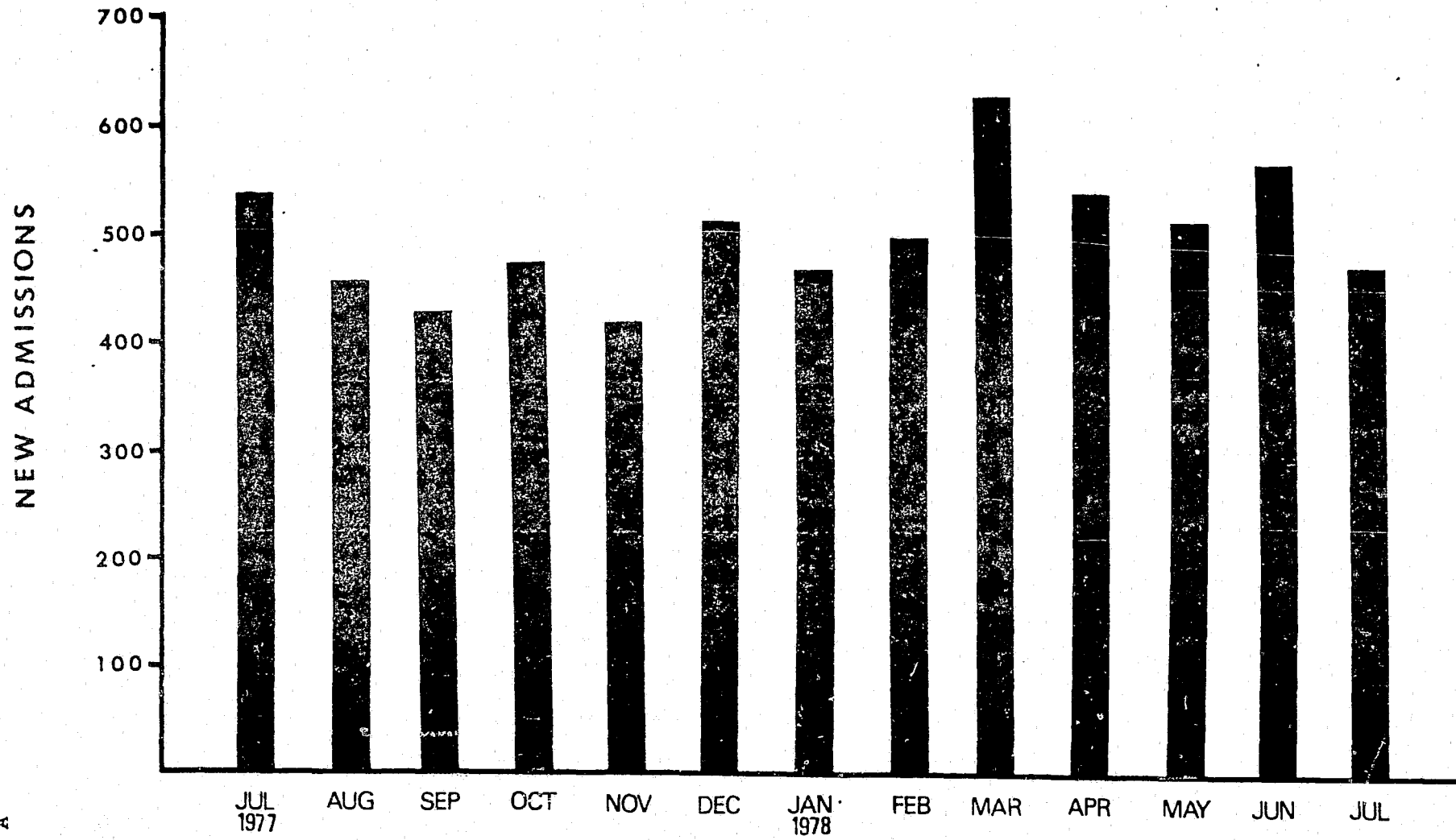
While the pattern is unclear and the amount of information is small, the new law, as intended, appears to require longer incarceration for the more serious crimes and slightly shorter time for the less serious offenses. (Appendix C). However, the transitional determinate sentences now being imposed probably underestimate the true determinate sentences that will be given in the future when the offender cannot choose between determinate or indeterminate sentencing.

As the relevant statistical data become available, the work of this Commission will proceed at an accelerated pace. At this point, we have made genuine progress in defining our role in assuring that the citizens of Illinois have the best criminal justice system in the nation.

**CONTINUED**

**1 OF 2**

# NEW ADMISSIONS FROM COURTS



SENTENCES IMPOSED ON DEFENDANTS CONVICTED OF FELONIES\*

JUNE 1978

	DOWNSTATE COUNTIES					COOK COUNTY	
	Murder	Class X	Class 1	Class 2	Class 3	Class 4	All Felonies
Death							
Imprisonment	5	15	19	98	91	18	} 479
Imprisonment and Fine				2	1		
Periodic Imprisonment (Dept. of Corrections)			1	1			
Periodic Imprisonment (Dept. of Corrections) & Fine					1		
Periodic Imprisonment (local correctional institution)			1		1	1	} 18
Periodic Imprisonment (local correctional institution) & Fine				4	9	1	
Probation, or Conditional Discharge, with Periodic Imprisonment			2	47	46	10	208
Probation, or Conditional Discharge, with Other Discretionary Conditions			5	100	144	44	372
Probation, or Conditional Discharge, with No Discretionary Conditions				13	34	15	
Found unfit to be sentenced or executed							
Other							3
TOTAL	5	15	28	265	327	89	1080
GRAND TOTAL							1809

\*Multiple reports submitted to the Administrative Office of the Illinois Courts.

# COMMITMENTS AND RELEASES

DETERMINATE SENTENCES SINCE FEB. 1, 1978*					INDETERMINATE SENTENCES								
					SINCE FEB., 1978*				RELEASED**				
OFFENSE	CASES	JAIL YRS. TIME SENT.	YRS. TO BE SERVED		CASES	JAIL MIN. TIME SENT.	MAX. SENT.		CASES	JAIL MIN. TIME SENT.	MAX. SENT.	DOC YRS. SERVED	
Class M													
Murder	17	0.59	28.2	14.1	110	0.93	40.0	80.6	20	0.79	24.4	46.6	8.7
Class X													
Rape	44	0.43	8.9	4.5	44	0.58	11.4	25.3	49	0.88	10.6	16.8	5.3
Arm. Robb.	168	0.39	7.9	4.0	253	0.45	5.0	8.5	249	0.70	4.6	8.9	3.1
Dev. Sex. Aslt.	3	0.51	6.0	3.0	8	0.46	15.9	30.3	1	1.36	4.0	4.0+	2.4
Arm. Viol.	1	0.17	8.0	4.0	1	0.04	1.0	3.0	5	0.25	1.0	2.0	1.1
Class 1													
Att. Murder	44	0.66	8.7	4.4	46	0.61	6.0	11.5	24	0.39	4.4	9.7	3.5
Indec. Lib. w/child	14	0.39	7.8	3.9	11	0.35	4.6	9.9	1	1.04	4.0	4.0+	1.7
Agg. Kidnap.	6	0.48	5.3	2.7	2	0.62	7.0	21.0	1	0.69	6.0	14.0	6.8
Class 2													
Vol. Mansl.	65	0.72	5.1	2.6	34	0.56	2.6	8.9	66	1.00	4.6	13.2	3.1
Att. Rape	10	0.66	4.0	2.0	16	0.28	2.4	7.0	8	0.39	1.2	5.3	3.3
Robbery	158	0.30	3.8	1.9	217	0.30	1.6	4.5	222	0.26	1.9	3.7	2.1
Burglary	270	0.21	3.9	2.0	289	0.29	1.5	4.0	416	0.36	1.7	5.6	1.8
Arson	6	0.22	3.6	1.8	9	0.16	1.9	7.4	6	0.47	1.8	7.0	2.3
Agg. Incest	2	0.05	3.0	1.5	3	0.45	2.7	7.3	2	0.59	1.0	3.5	2.1
Escape	2	0.28	3.0	1.5	3	0.78	3.2	9.5	6	0.24	0.8	4.4	2.0
Kidnap	2	0.31	3.5	1.8	-	-	-	-	1	0.14	2.0	8.0	4.4
Others	4	0.14	3.0	1.5	4	0.22	1.5	4.5	8	0.31	1.2	4.2	2.2
Class 3													
Invol. Mansl.	14	0.37	3.8	1.9	15	0.69	2.3	7.3	21	0.59	2.3	7.6	2.8
Att. Robb.	25	0.27	3.5	1.8	29	0.25	1.7	4.9	18	0.54	1.4	4.2	1.9
Agg. Batt.	63	0.26	3.2	1.6	53	0.32	1.6	4.7	55	0.66	2.5	7.4	2.2
Att. Burg.	18	0.15	2.6	1.3	11	0.23	1.6	4.0	19	0.38	2.0	5.4	1.7
Theft	109	0.23	2.3	1.2	80	0.25	1.3	3.5	145	0.35	1.3	3.9	1.6
Forgery	40	0.18	2.9	1.5	24	0.17	1.4	4.6	48	0.31	1.6	5.7	2.2
Cont. Subs. Possess	15	0.13	3.2	1.6	43	0.18	1.5	3.6	40	0.44	1.5	4.2	1.6
Cont. Subs. Manf./Del.	22	0.14	3.6	1.8	32	0.20	1.8	4.8	14	0.20	1.1	3.6	0.7
Cont. Subs. Del./Int.	7	0.06	3.1	1.6	7	0.11	2.1	6.2	48	0.53	1.6	5.0	1.7
Intimidation	2	0.20	3.5	1.8	1	0.06	1.0	2.0	4	0.40	2.0	6.0	2.0
Others	3	0.08	2.7	1.4	4	0.09	1.2	4.0	18	0.67	1.5	3.2	1.9
Class 4													
Rkls. Homcd.	3	0.05	1.7	0.8	1	0.19	1.0	3.0	2	0.42	1.0	2.0	0.4
Unfl. U. Wpn.	15	0.25	2.4	1.2	17	0.33	1.2	2.4	25	0.49	1.1	3.1	1.2
Canbs. C. Act	7	0.04	1.7	0.9	5	0.07	1.3	3.3	8	0.04	1.2	3.5	1.4
Others	28	0.14	2.1	1.1	14	0.15	1.0	3.4	18	0.45	1.0	2.4	1.0
TOTALS/MEANS	1187	0.31	4.9	2.5	1386	0.39	5.8	12.4	1568	0.47	2.9	6.8	2.3

\*Commitments thru Aug. 11, 1978

\*\*July, Aug., & Sept. 1977 release

## APPENDIX B

### An Example of an Early Department of Corrections

Report: May, 1949



An Example of an Early DOC Report

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STATE OF ILLINOIS - DEPARTMENT OF PUBLIC SAFETY  
STATISTICAL OFFICE

---

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MONTHLY REPORT  
PRISON POPULATION

---

MAY, 1949

---

May, 1949

Average daily population of the penitentiaries for the month of May, 1949, was 7,695, a decrease of 20 under that of May, 1948, and an increase of 16 over the preceding month.

State Farm shows a decrease of 14 under that of last year but an increase of 22 over the preceding month.

Inmate -Employee Ratio remains about the same.

Veteran Population shows the general trend upward, which I think is explainable because of the age of veterans. We have 2,335 veterans-inmates in our three penal institutions as of June 1, 1949.

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Census of Veteran Population. . . . .	Table V

May, 1949

TABLE I  
CENSUS OF INSTITUTION POPULATION & EMPLOYEES

Part I

AVERAGE DAILY POPULATION

Institution	Inmate	Inmate Yr. Ago	Diff.	Parolees	Parolees Yr. Ago	Diff.
TOTAL for Institutions	8,626	8,660	-34			
State Farm	931	945	-14			
Penitentiary	7,695	7,715	-20	1,464	1,790	-326
Joliet Br.	4,360	4,343	17	750	946	-196
Menard Br.	2,060	2,170	-110	409	451	- 42
Pontiac Br.	1,275	1,202	73	305	393	- 88

Part II

Institution	EMPLOYEE MONTHS			INMATE*EMPLOYEE RATIO	
	Current	Yr. Ago	Diff.	Current	Yr. Ago
TOTAL for Institutions	1,227	1,215	112		
State Farm	110	107	1 3	8.5	8.8
Penitentiary	1,117	1,108	1 9	6.9	7.0
Joliet Br.	597	581	116	7.3	7.5
Menard Br.	281	292	-11	7.3	7.4
Pontiac Br	239	235	4	5.3	5.1

May, 1949

TABLE II  
CUMULATIVE SUMMARY OF MOVEMENT & RATES

ADMITTED	May	State Rate	Penal Rate	11 Mo	State Rate	Penal Rate
Penitentiary	185	2.26	2.39	1,454	17.77	18.82
State Farm	240	2.93	3.11	2,103	25.71	27.22
<hr/>						
DISCHARGED	May	State Rate	Penal Rate	11 Mo	State Rate	Penal Rate
Penitentiary	91	1.11	1.18	1,089	13.31	14.09
State Farm	190	2.32	2.46	2,100	25.67	27.17
<hr/>						
PAROLED	May	Penal Rate	Parole Rate	11 Mo	Penal Rate	Parole Rate
Penitentiary	44	.53	.57	489	5.98	6.33
<hr/>						
DISCHARGED FROM PAROLE	May	Penal Rate	Parole Rate	11 Mo	Penal Rate	Parole Rate
Penitentiary	69	.84	.89	584	7.14	7.56
<hr/>						
DISCHARGED FROM WRIT	May	WARRANTS		Parole Rate	11 Mo	Parole Rate
Penitentiary	6	24		1.61	242	14.77

State Rate is per 100,000 state inhabitants, estimated at 8,180,000

Penal Rate is per 100 penitentiary inmates at beginning of fiscal year, 7,727

Parole Rate is per 100 parolees at end of preceding month, 1,499

Note: The cumulative parole rate is found by adding the monthly rates, and not from the total number for the period of months.

May, 1949

TABLE III  
POPULATION ANALYSIS

Institution	Inmates				Parolees			
	Last Mo	Admis- sions	Separa- tions	Today	Last Month	New	Re- moved	Today
TOTAL	8,564	661	548	8,677				
State Farm	897	240	190	947				
Penitentiary	7,667	421	358	7,730	1,499	46	93	1,452
Joliet Branch	4,373	256	258	4,371	770	23	54	739
D.D.	208	160	148	220				
Stateville	3,232	63	73	3,222	610	17	42	585
Joliet	901	31	35	897	146	6	12	140
Depot Detail	32	2	2	32	14	0	0	14
Menard Branch	2,046	98	64	2,080	414	14	19	409
D.D.	112	49	17	144				
General	1,491	37	38	1,490	414	14	19	409
Psychiatric	352	12	9	355				
Insane	91			91				
Pontiac Branch	1,248	67	36	1,279	315	9	20	304

TABLE III-A  
PERCENTAGE ANALYSIS

	INMATES	PAROLEES
Joliet Branch	56.55	50.89
Menard Branch	26.91	28.17
Pontiac Branch	16.54	20.94

May, 1949

TABLE IV  
MOVEMENT ANALYSIS - Part I

Population Received By					
	Penitentiary Total	Joliet	Menard	Pontiac	State Farm
Diagnostic Depot					
From Courts	185	139	46		
" Default	24	21	3		
" Escape	0	0	0		
" Writ	0	0	0		
" Divisions	0	0	0		
FROM Diag Depots					
Tr. from Joliet	148	80	11	57	
Tr. from Menard	17	1	16	0	
Other Transfers	55	13	33	9	
From Courts	85	73	12	0	240
" Default	14	6	4	4	
" Escape	0	0	0	0	
" Writ	4	4	0	0	

Part II

Population Removed From					
	Penitentiary Total	Joliet	Menard	Pontiac	State Farm
Expiration of Sentence	91	48	20	23	189
Other Discharge	1	0	0	1	
Transfer	46	32	10	4	
Death	3	3	0	0	1
Parole	44	22	14	8	
Escape	1	0	1	0	
Writ	6	4	2	0	
Parolees Discharged					
Expiration of Sentence	19	11	3	5	
Board Order	47	25	11	11	
Others	0	0	0	0	
Death	3	1	2	0	
Warrant Issued	24	17	3	4	

May, 1949

TABLE V  
ILLINOIS STATE PENITENTIARY  
VETERAN POPULATION

TYPE OF DISCHARGE	World War I	World War II	Peace Time	Spanish American	Allied	Total
1. Honorable	270	1,378	99	5	7	1,759
2. Other than Honorable	14	484	35	1	0	534
3. Not yet Discharged	0	35	7	0	0	42
TOTAL VETERAN POPULATION						<u>2,335</u>

Joliet Branch 1,465  
Menard " 374  
Pontiac " 496

MOVEMENT OF VETERAN POPULATION

	World War I	World War II	Peace Time	Spanish American	Allied	Total
Admitted	5	87	3	0	0	95
Discharged	3	18	0	1	0	22
Paroled	2	11	1	0	0	14
Escaped	0	0	0	0	0	0
Died	1	1	0	0	0	2
Transferred to Other Institutions	4	13	1	0	0	18

APPENDIX C

Data Sent to the Prisoner Review Board from Menard  
October, 1978



Data sent to the Prisoner Review Board Menard, October 1978

The following prisoners have been Released on Parole from the Menard Correctional Center for the week ending

October 7, 1978

REGISTER NO.	NAME	PAROLED TO	RESIDING AT	DATE OF PAROLE
	PAROLED FROM INSTITUTION:	PAROLED TO:	DATE: D.O.B:	
A20016	[REDACTED] (Mandatory Supervised Release)	[REDACTED] brother Grandite City, Illinois	10-6-78 1-18-54	Dist. #424
A63790	[REDACTED] (Mandatory Supervised Release)	[REDACTED] father Lincoln, Illinois	10-6-78 4-11-55	Dist. #313
C63969	[REDACTED]	Salvation Army CC Center 105 South Ashland Chicago, Illinois	10-6-78 3-30-39	Dist. #103
A66131	[REDACTED] (Mandatory Supervised Release)	[REDACTED] mother St. Louis, Illinois	10-6-78 8-10-53	Dist. #001-32
C66214	[REDACTED] (statutory)	[REDACTED] fiancée Carbondale, Illinois	10-6-78 2-17-54	Dist. #403
C66407	[REDACTED]	[REDACTED] son Rosieclare, Illinois	10-6-78 3-22-23	Dist. #409
A67911	[REDACTED] (Mandatory Supervised Release)	[REDACTED] parents Decatur, Illinois	10-6-78 10-16-47	Dist. #316
A68372	[REDACTED] (Mandatory Supervised Release)	[REDACTED] friend E. St. Louis, Illinois	10-6-78 6-4-58	Dist. #414

RECORD OFFICE  
Oct 6, 1978

TRANSFERRED TO JOLIET CORRECTIONAL CENTER

C86177

A86179

BLACK

BLACK

TRANSFERRED TO LOGAN CORRECTIONAL CENTER

A87706

A73850

WHITE

WHITE

TRANSFERRED TO VANDALIA CORRECTIONAL CENTER

A88108

BLACK

TRANSFERRED TO VIENNA CORRECTIONAL CENTER

A86097

C76175

C81113

BLACK

WHITE

BLACK

TRANSFERRED TO STATEVILLE CORRECTIONAL CENTER

C10518

WHITE

TRANSFERRED TO FOX VALLEY CCC

C66496

A80719

BLACK

WHITE

Center for the week ending

October 7, 1978

REGISTER NO.	NAME	PAROLED TO	RESIDING AT	DATE OF PAROLE
	OUT ON FURLOUGH:		RELEASED:	RETURNED:
72767	[REDACTED]	Funeral	10-3-78	10-4-78
10356	[REDACTED]	Medical	10-3-78	10-3-78
76247	[REDACTED]	Medical	10-3-78	10-3-78
70055	[REDACTED]	Medical	10-3-78	
11879	[REDACTED]	Medical	10-6-78	
10417	[REDACTED]	Medical	10-4-78	10-4-78
.0356	[REDACTED]	Medical	10-4-78	10-4-78
.0526	[REDACTED]	Medical	10-4-78	10-4-78
026	[REDACTED]	Marriage License	10-5-78	10-5-78
1278	[REDACTED]	Medical	10-5-78	
2623	[REDACTED]	Medical	10-5-78	10-6-78
1736	[REDACTED]	Medical	10-5-78	10-6-78
2040	[REDACTED]	Medical	10-5-78	10-6-78
0797	[REDACTED]	Funeral	10-5-78	10-5-78
7521	[REDACTED]	Medical	10-6-78	10-7-78
2079	[REDACTED]	Medical		10-1-76
1074	[REDACTED]	Medical		10-1-76
1411	[REDACTED]	Medical	10-1-78	10-2-78

Menard Correctional Center for the week ending

October 7, 19 78

REGISTER NO.	NAME	PAROLED TO	RESIDING AT	DATE OF PAROLE
	RECEIVED IN TRANSFER FROM LOGAN:			
078	[REDACTED]		10-2-78	
	RECEIVED IN TRANSFER FROM PSYCHIATRIC CENTER:			
149	[REDACTED]		10-2-78	
128	[REDACTED]		10-2-78	
49	[REDACTED]		10-2-78	
	RETURNED FROM WINNEBAGO CCC:			
46	[REDACTED]	(for parole)MSR	10-4-78	
	RETURNED FROM SOUTHERN IL CCC:			
49	[REDACTED]	(for MSR)	10-4-78	
	RECEIVED IN TRANSFER FROM EAST ST. LOUIS CCC:			
76	[REDACTED]	(violator)	10-5-78	
87	[REDACTED]	(violator)	10-5-78	
39	[REDACTED]	(violator)	10-5-78	
	RETURNED FROM SALVATION ARMY CCC:			
59	[REDACTED] (statutory)	(for parole)	10-6-78	
	RETURNED FROM REVERSAL & REMAND WITH AMENDED SENTENCE:			
5	[REDACTED]		10-5-78	
	TRANSFERRED TO MENARD PSYCHIATRIC CENTER:			
7	[REDACTED]		10-4-78	



OFFICE

ber 1978 (A.C.)

NUMBER	NAME	ORIG. REC.	COUNTY	CRIME	SENTENCE
--------	------	------------	--------	-------	----------

CEIVED IN TRANSFER FROM JOLIET CC:

A82943	[REDACTED]	9-6-78	LaSalle	Kidnapping	6 Yrs.
A82950	[REDACTED]	9-8-78	Cook	Burglary, Agg. Battery	4 Yrs. (2cc)
A82956	[REDACTED]	9-8-78	Cook	Burglary	3 Yrs.
CS2971	[REDACTED]	9-8-78	Cook	Rape, Dev. S.A.	5½-16½ Yrs, 4-4-1Da.
AS2975	[REDACTED]	9-8-78	Cook	Agg. Battery	4 Yrs.
AS2976	[REDACTED]	9-8-78	Cook	Burglary	3 Yrs.
A87916	[REDACTED]	5-22-78	Sangamon	Ar. Robbery (3)	7 Yrs. (3cc)

TURNED FROM WRIT:

A82406 [REDACTED]

The following prisoners have been Received at the Illinois State Penitentiary for week ending October 7, 1978

REGISTER NUMBER	NAME	COUNTY	CRIME	RECEIVED AT PRISON	DATE OF SENTENCE	INFOR- MATION	NAME OF TRIAL JUDGE
56233	[REDACTED]	Hamilton	Burglary	10-2-78	10-2-78 9-29-78*	4 Yrs.	Daily
76258	[REDACTED]	Madison	Theft	10-5-78	9-29-78*	2 Yrs.	Mosele
56234	[REDACTED]	Franklin	C.D. to Prop.	10-5-78	10-4-78*	1½ Yrs.	Dailey
56235	[REDACTED]	Madison	Burglary	10-5-78	9-6-77*	3-9 Yrs.	Barr
56236	[REDACTED]	St. Clair	Burglary (Prob. Viol.)	10-5-78	9-22-78*	1-3 Yrs.	Fleming
6237	[REDACTED]	St. Clair	Burglary	10-5-78	9-22-78*	2 Yrs.	Hoban
6238	[REDACTED]	St. Clair	Burglary	10-5-78	9-15-78*	2-6 Yrs.	Fleming
5239	[REDACTED]	St. Clair	r.Robbery(2)	10-5-78	9-22-78*	4-12 Yrs.	Fleming
		* Date of Custody					

APPENDIX D

ILLINOIS DISSEMINATION STATUTE AND DEPARTMENT OF CORRECTIONS  
ADMINISTRATIVE REGULATIONS FOR RESEARCH AND EVALUATION (A.R. 900)



Illinois Department of Corrections

Dissemination Statute  
Ch. 38, section 1003-5-1

Sec. 3-5-1. [S.H.A. ch. 38, § 1003-5-1] Master Record File

(a) The Department shall maintain a master record file on each person committed to it, which shall contain the following information:

- (1) all information from the committing court;
- (2) reception summary;
- (3) evaluation and assignment reports and recommendations;
- (4) reports as to program assignment and progress;
- (5) reports of disciplinary infractions and disposition;
- (6) any parole plan;
- (7) any parole reports;

(8) the date and circumstances of final discharge; and any other pertinent data concerning the person's background, conduct, associations and family relationships as may be required by the Department. A current summary index shall be maintained on each file.

(b) All files shall be confidential and access shall be limited to authorized personnel of the Department. Personnel of other correctional, welfare or law enforcement agencies may have access to files under rules and regulations of the Department. The Department shall keep a record of all outside person-

nel who have access to files, the files reviewed, any file material copied, and the purpose of access. If the Department or the Prisoner Review Board makes a determination under this Code which affects the length of the period of confinement or commitment, the committed person and his counsel shall be advised of factual information relied upon by the Department or Board to make the determination, provided that the Department or Board shall not be required to advise a person committed to the Juvenile Division any such information which in the opinion of the Department or Board would be detrimental to his treatment or rehabilitation.

(c) The master file shall be maintained at a place convenient to its use by personnel of the Department in charge of the person. When custody of a person is transferred from the Department to another department or agency, a summary of the file shall be forwarded to the receiving agency with such other information required by law or requested by the agency under rules and regulations of the Department.

(d) The master file of a person no longer in the custody of the Department shall be placed on inactive status and its use shall be restricted subject to rules and regulations of the Department.

(e) All public agencies may make available to the Department on request any factual data not otherwise privileged as a matter of law in their possession in respect to individuals committed to the Department.

**ADMINISTRATIVE REGULATIONS**

**STATE OF ILLINOIS  
DEPARTMENT OF CORRECTIONS  
ADULT DIVISION**

SECTION NUMBER

900

PAGE NUMBER

1 of 1

EFFECTIVE DATE 6/9/75

SUPERSEDES

A. R. 900

DATED: 2/15/72

**SUBJECT:**

Research and Evaluation

I. **POLICY OF DEPARTMENT:** To require that all research in the department be coordinated through the Office of Planning and Evaluation within the Office of Program Services.

II. **EXPLANATION:**

- A. Any request to conduct research or an evaluative study involving Adult Division staff, residents, programs or facilities, whether originating inside or outside the department, should be forwarded to the Office of Planning and Evaluation. This office will review and evaluate the request and inform all persons concerned. The Office of Planning and Evaluation shall judge the merits of a research request by determining if the proposed study is ethical, feasible, relevant and scientifically sound. Sufficient details must be contained in the research proposal so that these judgments can be made.
- B. Approval of the Chief of Program Services must be received before any such request may be granted or project initiated. Such approval will be based upon the recommendation of the Office of Planning and Evaluation.

APPENDIX E

DEPARTMENT OF CORRECTIONS NON-DISCLOSURE AGREEMENT

NON-DISCLOSURE OF CRIMINAL JUSTICE INFORMATION AGREEMENT

between

THE ILLINOIS DEPARTMENT OF CORRECTIONS

and

\_\_\_\_\_  
WHEREAS, \_\_\_\_\_ (hereinafter  
"Researcher") has requested permission from the Illinois Department of Corrections  
(hereinafter "DOC") to utilize certain criminal justice information for the purpose  
of research, evaluative, or statistical activities in connection with a program  
defined in Researcher's formal application request to DOC dated \_\_\_\_\_  
\_\_\_\_\_, 19\_\_\_\_; and

WHEREAS, the Director of DOC or authorized designee has approved said  
application;

NOW, THEREFORE, in consideration of the furnishing of criminal justice  
information by DOC to Researcher, the parties agree as follows:

1. The following items of information shall be supplied by DOC to Researcher,  
to the extent such items are contained in the files of DOC, and shall be  
subject to the terms and conditions of this agreement.  
(Describe items to be supplied)
2. Access to the identities of the individuals whose records are sought by  
Researcher shall be prohibited, unless Researcher's program conclusively  
demonstrates in its application to DOC that access by individual name is  
indispensable to conducting that program.
3. DOC hereby finds that Researcher has/has not conclusively demonstrated that  
access by individual name is indispensable to conducting its research,  
evaluative, or statistical program.
4. Researcher will collect, receive, store and use all information covered  
by the terms of this agreement in strict compliance with all present and  
future federal and state laws and regulations, and with all rules,  
procedures, and policies adopted by DOC. Researcher shall note Ill. Rev.  
Stat. Ch. 37, Sec. 702-8(3); Ch. 38, Sec. 1003.5-1 et seq. and DOC  
Administrative Regulation 844, 846 and 900.
5. Researcher shall familiarize its personnel with and fully adhere to sections  
524(a) and (b) of the Crime Control Act of 1976 (sections 3771 (a) and  
(b) of Title 42U.S.C.) and regulations issued pursuant thereto. (The  
documents referred to above are hereby incorporated by reference in this  
agreement.)

6. Researcher acknowledges the confidential nature of the criminal justice information supplied to it and agrees that disclosure by Researcher in any manner, of the identities of the individuals or in a form which is identifiable to the individuals whose records are sought, to any other agency or individual not immediately concerned with the research program shall be totally prohibited under any circumstance.
7. All copies of criminal justice information disseminated to Researcher that identify an individual or from which an identity is ascertainable, shall be returned to DLE once the information is no longer needed to effectuate the purposes for which it was originally disseminated.
8. Researcher shall certify in writing that it has returned all identifiable criminal justice information that it has received from DLE and that it has refrained from making any copies thereof.
9. Personnel assigned by Researcher to the activities defined in Researcher's formal application to DOC are: \_\_\_\_\_.
10. Researcher shall designate an official custodian who shall be responsible for the maintenance, care and security of all identifiable information supplied under this agreement.
11. DOC shall monitor, audit, and review Researcher's program activities and policies to ensure compliance with the requirements of this agreement and with any applicable federal or state laws and regulations.
12. If DOC determines either that the requirements of this agreement have not been satisfied or that Researcher's program otherwise threatens privacy or security interests, it may prohibit Researcher from obtaining access to any criminal justice information.
13. In order to conceal the identity of persons whose records are supplied to Researcher, Researcher agrees to:
  - A. use the information furnished under this agreement only for the purpose described in Researcher's application to DOC;
  - B. replace the name and address of any record subject with an alpha-numeric or other appropriate code where possible;
  - C. restrict access to all data supplied by DOC to those employees whose responsibilities under the program cannot be accomplished without such access;
  - D. store all data received from DOC in secure locked containers;
  - E. refrain from copying any data furnished by DOC and to retain such data only so long as may be necessary to effectuate the purposes of the program.

14. Researcher agrees to insert in the preface of any report of the program conducted pursuant to this agreement, whether published or unpublished, a disclaimer of DOC's responsibility for the methods of statistical analysis as well as the conclusions derived therefrom contained in such a report.
15. Researcher hereby agrees to indemnify and hold DOC harmless from any damages or other liability which might be assessed against DOC as a result of the negligence or other tortious conduct of Researcher or disclosure by Researcher of any identifiable information received from DOC pursuant to the terms of this agreement.
16. Researcher hereby agrees to pay to DOC the sum of \$ \_\_\_\_\_ for each search for a record which DOC performs at Researcher's request.
17. In the event that Researcher fails to comply with any of the terms of this agreement, DOC may immediately cease to supply criminal justice information to Researcher, may demand the return of all criminal justice information previously furnished to Researcher, and may take such other actions as it deems appropriate to protect security and privacy interest and to enforce the terms of this contract.
18. This agreement will become effective on \_\_\_\_\_, 19\_\_.

IN WITNESS WHEREOF, the parties hereto caused this agreement to be executed by the proper officers and officials.

ILLINOIS DEPARTMENT OF CORRECTIONS

BY: \_\_\_\_\_

TITLE: Director

DATE: \_\_\_\_\_, 19\_\_

RESEARCHER

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_, 19\_\_

## APPENDIX F

### MISSING DATA IN CIS CORE FILE DATA ELEMENTS

## CORE FILE DATA ELEMENTS

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-STREET	Street Address	1
C-CITY	City of Residence	1
C-STATE	State of Residence	1
C-COUNTY	County of Residence	1
C-ZIP	Zip Code	1
C-PERSON-LIVE	Name of Person Sharing Residence	1
C-SEX	Sex Code of Inmate	1
C-RACE	Race Code of Inmate	1
C-MARITAL	Marital Status	1
C-BIRTH-DATE	Birthdate	1
C-BIRTH-PLACE	Country, State, or County	1
C-HEIGHT	Height of Inmate	
a. C-FEET		1
b. C-INCHES		1
C-WEIGHT	Weight of Inmate	1
C-HAIR-COLOR	Hair Color	1
C-MARKS	Marks and Scars	1
C-OCCUPATION	Occupation Code	1
C-DOC-NO		
a. C-DOC-PREFIX	ALPHA PREFIX	1
b. C-DOC-NUMBER	Unique Identifying Number	1
C-RELATIONSHIP	Code of Person to be Contacted	1
C-BOI-NO	IL Bureau of Investigation ID No	1
C-FBI-NO	Federal Bureau of Investigation ID Number	1
C-SS-NO	Social Security Number	1
C-DRAFT-STATUS	Draft Status Code	2
C-MIL-BRANCH	Military Branch Code	3
C-SKIN-TONE	Skin Tone Code	2
C-RELIGION	Religion Code	1
C-EYE-COLOR	Eye Color Code	1
C-CODE-FLAG	Code to Indicate which Criminal Law Controls the Sentence	1
C-DRIVER-STATE	Driver's License State of Issue	2



<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-DRIVER-NO	Driver's License Number	3
C-DIFF-CMPTM	Differential Comp Time	3
C-CITIZENSHIP	Citizenship Code	1
C-NUMB-ILL-COMM	Number of Ill. Commitments	2
C-NUM-OTH-COMM	Number of Commitments-Other Juris.	2
C-COMMITMENT-DATE		
a. Filler	Blank	
b. C-COM-SENT-DT	Date of Sentencing	3
c. C-INDICT-NO	Indictment Number	1
d. C-GRP-CODE	Offense Group Code	3
e. C-PAR-DIS-IND	Parole-Dischagre Indicator	2
f. C-EXTEND-TERM	Indicator to Identify Extended Term Sentences	2
g. C-JUDGE	Sentencing Judge	1
h. C-C-COUNTY	County of Sentencing	1
i. C-OFFENSE	Offense Code	1
j. C-CC-CS	Concurrent or Consecutive	2
k. C-SENTENCE-MIN.	Minimum Sentence for Offense	
(1) C-YRS-MIN.		1
(2) C-MOS-MIN.		1
(3) C-DAYS-MIN.		1
l. C-SENTENCE-MAX.	Maximum Sentence for Offense	
(1) C-YRS-MAX.		1
(2) C-MOS-MAX.		1
(3) C-DAYS-MAX.		1
m. C-SENT-DATE	Custody Date for Offense	1
n. C-COURT-DISP	Court Disposition Code	1
o. C-PLEA	Plea	1
p. C-COUNTS	Number of Counts	1
q. C-DATE-CRIME	Date of Crime	2
r. C-CRIM-CLASS	Class of Crime	1
s. C-CONTROL-OFFN	Indicator to Identify the Offense Controlling the Sentence	3
t. C-FEL-MIS-DEL	Felony, Misdemeanor, Delinquent	1
C-DE-FINAL	Final Discharge Eligible Date	
a. C-DE-FINAL-CENT		1
b. C-FINAL-DE-DATE		1
C-DE-ORIGINAL	Original Discharge Eligible Date	
a. C-DE-ORIG-CENT		1
b. C-ORIG-DE-DATE		1
C-HANDICAPPED		1
C-AFFIRM-ACT-FLAG		1
C-IL-JUV-IN-CD	Illinois Juvenile Institution Code	2
C-OTH-JU-ST-CD	State where Offender was committed as a Juvenile (if not Illinois)	2

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA</u> <u>CODE<sup>a</sup></u>
C-FATHER-NAME	Father's Name	1
C-F-ADDRESS	Father's Street Address	1
C-F-CITY	Father's City	1
C-F-PHONE	Father's Phone	3
C-F-SS-NO	Father's Social Security Number	3
C-MOTHER-NAME	Mother's Name	1
C-M-ADDRESS	Mother's Street Address	1
C-M-CITY	Mother's City	1
C-M-PHONE	Mother's Phone	3
C-M-SS-NO	Mother's Social Security Number	3
C-ADM-DATE	Admission Date DOC Institution	1
C-ADM-TYPE	Type of Admission	1
C-CUR-LOCATION	Current DOC Location	1
C-INT-LOCATION	Internal Location	3
C-CUR-STATUS	Current Status	1
C-OTHER-LOC	Miscellaneous Non-edited Location	3
C-STATUS-DATE	Effective Date of Current Status	1
C-PROF-PERS	Initials of the Professional Person assigned to the offender	
C-EXAM-DATE	Next Review Date by Professional Person	1
C-WARRANT-IND	Warrant Indicator	2
C-RECOM-INST	Institution Recommended by R & C	2
C-MO-EMP-2YR	Number of Months Employed in the Last 2 Years	2
C-NO-PREV-ARRESTS	Number of Previous Arrests	2
C-BUILD	Build Description	3
C-BEARD	Beard Description	3
C-CHIN	Chin Description	3
C-NOSE	Nose Description	3
C-NATIVE-LANGUAGE	Native Language Code	3
C-SPEC-GD-MAX	Special Good Time Which	
a. C-SPEC-YRS-MAX	Reduces Maximum Sentence	2
b. C-SPEC-MOS-MAX		2
c. C-SPEC-DAY-MAX		2
C-MERIT-MAX REDEFINES C-SPEC-GD-MAX		
a. C-MERIT-MX-YR		2
b. C-MERIT-MX-MO		2
c. C-MERIT-MX-DA		2

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-PE-ORIG	Original Parole Eligibility Date	
a. C-PE-ORIG-CENT		2
b. C-ORIG-PE-DATE		1
C-CURR-RELEASE-DATE	Current Release Date	1
C-DOCKET-LOCK	Parole Board Hearing Final Docket	2
C-COMP-ODD	Number of Months Comp Time for Odd- Numbered Year	3
a. C-COMP-MOS		3
C-GRADE-DATE		1
C-SHEET-EXTRACT		1
C-CURR-PB-RES	Current Parole Board Hearing Results	1
C-LAST-GRADE-COMP	Last School Grade Completed	1
C-SECURITY	Security Code	1
C-SECURITY-INDICATOR	Security Indicator	2
C-HEALTH-CODE	Health Code	1
C-PROG-INTERESTS	Program Interests	3
C-INTEREST-NARRATIVE	Interests Narrative	3
C-READ-PLACE	Reading Placement	3
C-I-Q	I. Q. Test Score	1
C-I-Q-CODE	I. Q. Code	1
C-YR-IMMIGRATION	Year Of Immigration if Non-Native	3
C-SHEET-UPDATE	Indicator to Identify that Yearly Comp Time has been added to Comp Time Total	1
C-GRADE	Institutional Grade	1
C-AGE-FIRST-ARREST	Age at First Arrest	1
C-PROBLEM-DATA		
a. C-PROBLEM-CODE	Code to Define Offender's Problem	
b. C-PROBLEM-DATE- ENT	Date Code was Entered	
c. C-PROBLEM-DATE- ACT	Date Action Should Be Taken	
d. C-PROBLEM-NARR- ATIVE	Narrative about the Problem	
e. C-PROBLEM-MGT- CODE	Priority Code Designating Problem's Significance	
f. C-PROBLEM-EXT- NAR	Code Indicating Use of 100 Character Narrative	
C-EMPLOYER'S-NAME	Employer's Name	2

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-EMP-ADDRESS	Employer's Street Address	2
C-EMP-CITY	Employer's City	2
C-COMP-EVEN	Comp Time by Month for Even-numbered Year	2
a. C-COMP-MOS-EVEN		2
C-ESCAPE-RISK	Escape Risk	3
C-SUICIDE-RISK	Suicide Risk	3
C-MANIPULATE	Manipulative Offender	3
C-OWN-PROTECT	Own-Protection	3
C-ASSAULTIVE	Assaultive	3
C-SEXUAL	Sexual Risk	3
C-GDTM-ADJ-DT-ADD.	Date of Additional Good Time Granted	
a. C-GDTM-ADJ-MO-A		2
b. C-GDTM-ADJ-YR-A		2
C-HEARING-GDTM	Maximum Good Time for Residents Converting from Old Law to New Law	
a. C-HEARING-GT-YR		3
b. C-HEARING-GT-MO		3
c. C-HEARING-GT-DA		3
C-OFF-DIS-DATE OCCURS	Offense Discharge Dates	1
C-PE-FINAL		
a. C-PE-FINAL-CENT		1
b. C-FINAL-PE-DATE		1
C-MIN-TOTAL-DAY	Minimum Total Days of Sentence	2
C-MAX-TOTAL-DAY	Maximum Total Days of Sentence	2
C-LAST-ACT-DATE		1
C-EXAM-PNTR		2
C-MED-ACUTE		3
C-JOB-SKILLS		
a. C-JOB-SKILL FILLER	Employable Skills	
C-PBM-OVERFLOW		3
C-SPECIAL-FLAG		3
C-CLASS-DATE	Date of Classification	1
C-CUSTODY-DATE	Custody Date (Admit Date less Jail Time)	1
C-MAND-REL-DATE	Mandatory Release Date (CJL Code)	3

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA</u> <u>CODE<sup>a</sup></u>
C-IN-GDTME-MIN	Minimum Good Time	
a. C-INGD-MN-YR		2
b. C-INGD-MN-MO		1
C-SPEC-GD-MIN		
a. C-SPEC-YRS-MIN	Minimum Merit Good Time	2
b. C-SPEC-MOS-MIN		2
c. C-SPEC-DAY-MIN		2
C-MERIT-MIN REDEFINES C-SPEC-GD-MIN		
a. C-MERIT-MN-YR		2
b. C-MERIT-MN-MO		2
c. C-MERIT-MN-DA		2
C-COMP-TIME-TOT	Total accumulated Comp Time	1
C-COMP-TIME-X REDEFINES C-COMP-TIME-TOT		1
a. C-CMPTIME-TOT		1
b. FILLER		1
C-CMP TME-XX REDEFINES C-CMPTME-X		
C-COMP-LASTUD	Last Date Comp Time Updated	1
a. C-COMP-MO		1
b. C-COMP-YR		1
C-FIRST-CRIME	Offense Code for First Crime	1
C-IN-GDTME-MAX	Maximum Good Time	
a. C-INGD-MX-YR		1
b. C-INGD-MX-MO		1
C-VIOL-LOST-TIME	Maximum Violator Lost Time	
a. C-VIOL-LOST-YRS		1
b. C-VIOL-LOST-MOS		1
c. C-VIOL-LOST-DAYS		1
C-VIOL-LST-TIME-W REDEFINES C-VIOL-LOST-TIME		
a. C-WAR-LST-YR		1
b. C-WAR-LST-MO		1
c. C-WAR-LST-DA		1
C-RPV-FLAG	Repeat Parole Violator Flag	3
C-RPV-DATE	Repeat Parole Violator Date	3
C-PROG-REC	Recommended Program for Offender 60	3
C-RECOMM-NARR	Narrative Augmenting Program Recommendation	3
C-DIAG-STATUS		
a. C-DIAG-INTAKE		2
b. C-DIAG-MAILING		3
c. C-DIAG-PERSONAL		2
d. C-DIAG-MEDICAL		2
e. C-DIAG-QUESTION		3

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA</u> <u>CODE<sup>a</sup></u>
f. C-DIAG-INTERVIEW		3
g. C-DIAG-TEST-PSYC		3
h. C-DIAG-TEST-EDU		1
i. C-DIAG-TEST-VOC		1
j. C-DIAG-CLASS		1
C-AWAIT-TRANS		
C-EXT-NARRATIVE		3
a. C-EXTEND-NAR		3
C-NARRATIVE-50 REDEFINES C-EXT-NARRATIVE		3
a. C-EXT-NAR-50		3
C-MISC-AREA 1 REDEFINES C-EXT-NARRATIVE		3
a. FILLER		
b. C-MIL-DISCHTYP	Type of Military Discharge	2
c. C-OB-STATUS-ACT		1
d. C-OB-STATUS-TYP		1
e. C-OB-ETHNIC		1
f. FILLER		
g. C-PREV-DOC-NO-X		3
(1) C-PEV-DOC-NO		
(a) C-PEV-DOC- PREFIX		3
(b) C-PEV-DOC NUMBER		3
(2) C-PEV-SUB-BLK		
((1)) C-PEV SUB		3
((2)) C-PEV BLK		3
h. C-REORG-DATA		
(1) C-REORG-FLAG		3
(2) C-REORG-POINTER		3
(3) FILLER		
i. C-CUR-DOC-NO REDEFINES C-REORG-DATA		
(1) C-CUR-SUB		3
(2) C-CUR-SUB		3
(3) C-CUR-FLAG		3
C-MIL-WAR	Military Time of Service	2
C-PAR-STATE	State from which or to which the Parolee is Paroled	2
C-PAR-SUPER	Parole Supervision Status	2
C-PAR-PNTR	Parole Pointer to Correct TAD Record	
C-PAR-AGENT	Parole Agent (1st position is Region)	1
C-PAR-NUM-DEPEN	Number of Dependents	
C-PAR-SALARY		
C-PAR-INCOME		
C-PAR-RPT-DATE	Parole Report Date	

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-PAR-PROBLEM		
C-PAR-PROB-DATA		
a. C-PAR-PROB-FLAG	Parole Problem Number	
b. C-PAR-CUR-MTHS	Number of Consecutive Problem Months	
c. C-PAR-TOT-MTHS	Number of Total Problem Months	
d. C-PAR-LAST-MNTH	Date when Problem was last Reported	
C-FOS-NO	From-out-of-State Number	
C-ETHNIC-TBLE		
C-ETHNICS	Three Nationality Codes	
(1) C-ETHNIC		1
C-FORMAL-TRAINING		3
FILLER	Spaces	
C COMP-YRS	S99v9 Com-3 Comp Time in Years for 7 Years	2
C-GDTM-ADJ-SUB	Cumulative Total Good Time Subtracted from the Original Maximum Good Time	
a. C-GDTM-YR-S		2
b. C-GDTM-MO-S		2
c. C-GDTM-DA-S		2
C-GDTM-ADJ-N Redefines C-GDTM-ADJ-SUB		
a. C-GDTM-YRN-S		2
b. C-GDTM-MON-S		2
c. C-GDTM-DAN-S		2
C-GDTM-ADJ-DT-SUB	Date Additional Good Time Subtracted	
a. C-GDTM-ADJ-MO-S		2
b. C-GDTM-ADJ-YR-S		2
C-GDTM-ADJ-ADD	Cumulative Total Good Time Added to the Original Maximum Good Time	
a. C-GDTM-YR-A		2
b. C-GDTM-MO-A		2
c. C-GDTM-DA		2
C-GDTM-ADJ-A Redefines C-GDTM-ADJ-ADD		
a. C-GDTM-YRN-A		2
b. C-GDTM-MON-A		2
c. C-GDTM-DAN-A		2
C-MAX-RLS-DTE	Maximum Release Date for Residents Converting from Indeterminate Sentence to Determinate Sentence	1
C-GDTM-CALC-MIN	Total Good Time Calculated on Aggregated Minimum Sentence (A-Prefix)	
a. C-GDTM-CALC-MNYR		1
b. C-GDTM-CALC-MNMO		1
c. C-GDTM-CALC-MNDA		1

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-GDTM-CALC-MAX	Total Good Time Calculated on Aggregated Maximum Sentence (A-Prefix)	
a. C-GDTM-CALC-MXYR		1
b. C-GDTM-CALC-MXMO		1
c. C-GDTM-CALC-MXDA		1
FILLER		
C-PAROLE-PLAN		3
a. C-PAR-PLAN-FLAG		3
b. C-PAR-PLAN-DATE		
(1) C-PAR-PLAN-YR		3
(2) C-PAR-PLAN-DA		3
(3) C-PAR-PLAN-DA		3
c. C-PAR-PLAN-PTR		
C-COUNS-NUM		3
C-SUPER-NUMB		3
C-REGION		3
C-GTM-REV-MIN	Good Time Revoked Minimum	
a. C-GRM-REV-MIN-YR		1
b. C-GTM-REV-MIN-MO		1
c. C-GTM-REV-MIN-DA		1
C-GRM-REV-MAX	Good Time Revoked Maximum	
a. C-GTM-REV-MAX-YR		1
b. C-GTM-REV-MAX-MO		1
c. C-GTM-REV-MAX-DA		1
C-ARITHMETIC		3
C-DRUG-USE	Degree of Drug Use	1
C-DRUG-TYPE	Type of Drug Used	1
C-DRUG-OFFENSE	Indicator if drug use was offense related	1
C-ALCOHOL-USE	Degree of Alcohol Use	1
C-ALCOHOL-OFFENSE	Indicator if Alcohol use was offense related	3
C-NO-CHILDREN	Number of Children	1
C-ARREST-DATE	Date of Arrest	1
C-ADMIT-LOC	Admitting Institution	1
C-RD-REVIEW		
a. C-RD-REV-YR		
b. C-RD-REV-MO		
c. C-RD-REV-DA		
C-DRUG-VERB	Pointer to Drug Verbage filed	3
C-MOTHER-INC-SOURCE	Mother's Source of Income	3
C-FATHER-INC-SOURCE	Father's Source of Income	3



<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
C-LEN-ILL-RES	Length of Illinois Residency	1
C-INDIVID-COUNSEL		3
C-JUV-BIRTH-VER		3
C-FATHER-RELIGION	Father's Religion	3
C-FATHER-RACE	Father's Race	3
C-FATHER-BIRTHPLACE	Father's Birthplace	3
C-FATHER-VETERAN	Father's Veteran Status	3
C-MOTHER-RELIGION	Mother's Religion	3
C-MOTHER-RACE	Mother's Race	3
C-MOTHER-BIRTHPLACE	Mother's Birthplace	3
C-FBI-NO-SUF		3
C-AGE-FIRST-ADCOM	Age of First Adult Committment	1
C-HEARING-DATA		
a. C-HEARING-DATE	Parole Board Hearing Date	1
b. C-HEARING-TYPE	Parole Board Hearing Time	1
c. C-HEARING-RESULT	Parole Board Hearing Results	1
d. C-SPEC-ORDERS	Special Orders of Parole	2
e. C-NW-PE-DATE	Next Docket Date	2
f. C-INST-CREDIT	Institutional Credit (30, 60, 90, Days)	2
g. C-NW-REL-DATE	Actual Docket Date if Institutional Credit Applied	2
C-MERIT-DATA		
a. C-MER-HEAR-DATE	Merit Staff Hearing Date	2
b. C-PRIOR-GRADE	Inmate's grade level prior to Hearing	2
c. C-MERIT-ACTION	Action the Merit Staff took against the offender	2
d. C-NEW-GRADE	Inmate's Grade Level after the Hearing	2
e. C-MER-GTTM-RVMN	Good Time Revoked Against minimum	2
f. C-MER-GTTM-RVMX	Good Time Revoked Against maximum	2
g. C-MER-GTTM-RSMN	Good Time Restored Against Minimum	2
h. C-MER-GTTM-RSMX	Good Time Restored Against maximum	2
C-WAR-REC		
a. C-WAR-ISS-DTE	Date of Issuance of Warrant	2
b. C-WAR-TYPE	Type of Warrant Issued	2
c. C-WAR-STATUS	Status of Warrant	2
d. C-WAR-VIOL-DATE	Date Violation Occurred	2
e. C-WAR-VIOL-REDEFINES C-WAR-VIOL-DATE		
(1) C-WAR-VIOL-YY		2
(2) C-WAR-VIOL-MM		2
(3) C-WAR-VIOL-DD		2
f. C-WAR-RES-APP-DATE		1
g. C-WAR-APP	REDEFINES C-WAR-RES-APP-DATE Date Withdrawn on re-custody	
(1) C-WAR-APP-YY		1
(2) C-WAR-APP-DD		1
(3) C-WAR-APP-DD		1

<u>NAME</u>	<u>DESCRIPTION</u>	<u>MISSING DATA CODE<sup>a</sup></u>
h. C-WAR-REAS-ISS		1
i. C-WAR-MULT-OFF		2
j. C-WAR-OFFENSE		2
k. C-WAR-REAS-WITH		2
C-VIOL-LST-TIMX		
a. C-LST-YRS-MIN	Violation Lost Time Minimum	2
b. C-LST-MOS-MIN		2
c. C-LST-DYS-MIN		2
C-VIOL-LST-TIM 9 REDEFINES C-VIOL-LST-TIMX		
a. C-LST-YR-MIN		2
b. C-LST-MO-MIN		2
c. C-LST-DA-MIN		2
C-WORK-REL		
a. C-WR-STATUS	Applicant's Current Status Work Release Program	
b. C-WR-STA-REASON	Reason for Change of Status	
c. C-WR-ACC-DATE		
d. C-WR-TERM-DATE		
e. C-WR-TYPE	Records Work Release Type as Regular or Permanent Party	
f. C-WR-APPL-TIMES	Number of Times Applicant Has Applied to Work Release	
g. C-WR-NXT-CNTR		
h. C-WR-PNTR		
C-SKILLS		
a. C-SKILL-1	Occupational Skills	1
b. C-SKILL-2		1
c. C-SKILL-3		1
C-MIN-GROUP-CD		1

<sup>a</sup>This is a rating done by Severin Wellinghoff of DOC, based on his experience with CIS.

1 = Data generally not missing

2 = Unreliable; data often missing

3 = Data usually missing

blank = Data element was not on the December 1978 computer listing of CIS data.

## APPENDIX G

### Example of a CIS Resident Profile Report

ILLINOIS  
CORRECTIONS INFORMATION SYSTEMS

RESIDENT PROFILE REPORT

SECTION 1

.....DESCRIPTION OF PRISONER.....

IDOC NO            A-83164            NAME -

DATE OF ADMISSION - 09/29/78            ALIAS -

TYPE OF ADMISSION - DIRECT FROM COURT

IBI NO            -

FBI NO            -

SS NO            -

STATUS            - FULL DIAGNOSTIC

STATUS DATE - 09/29/78

SEX/RACE          - M / BLACK

HEIGHT            -        FT        IN

WEIGHT            -        LBS

EYE COLOR          -

HAIR COLOR        -

SKIN TONE          -

BUILD            -

CHIN             -

BEARD            -

NOSE             -

CURRENT LOCATION - ADULT JOLIET R&D

BIRTHDATE        -        /        /        AGE -

BIRTHPLACE       -

LAST GRADE COMP -

MARITAL STATUS   -

NO OF CHILDREN   -

OCCUPATION       -

CITIZENSHIP      -

MILITARY          -

MARKS/SCARS      -

NOTIFY IN EMERGENCIES -

IDOC NO'S THIS COMMIT

CUSTODY DATE - 05/25/78

.....OFFENSE.....	..MINIMUM..	..MAXIMUM..	CNT	CC/CS	INDICT	SENT DT
1) ATTEMPTS/MURDER	012/00/000	012/00/000	01	CC	783738	09/25/78
COUNTY - COOK						
2) ARMED ROBBERY	012/00/000	012/00/000	01	CC	783738	09/25/78
COUNTY - COOK						

CURRENT GRADE     - A                    AS OF 09/29/78

TOTAL COMP TIME   -                    DAYS AS OF /

PAROLE BOARD STATUS - MINIMUM

PAROLE BOARD DATE - 05/25/84

DISCHARGE ELIG DATE - 05/25/90 (19)            MAXIMUM REL DATE - ---/---/---

SPECIAL GOOD TIME   MIN/MAX YY/MM/DDD - 00/00/000    00/00/000

GOOD TIME REVOKED    MIN/MAX YY/MM/DDD - 00/00/000    00/00/000

BOND VIOL LOST TIME   MIN/MAX YY/MM/DDD - 00/00/000    00/00/000

GOOD TIME ADJ SUB    00/00/000        00/00

GOOD TIME ADJ ADD    00/00/000        00/00

ILLINOIS

10/20/78

## CORRECTIONS INFORMATION SYSTEMS

## RESIDENT PROFILE REPORT

## SECTION 2

.....DETAILED COMMITMENT INFORMATION.....

IDOC NO A-83164 NAME -

DATE OF ARREST - / /  
CUSTODY DATE - 05/25/78  
ADMISSION DATE - 09/29/78  
ADMISSION TYPE - DIRECT FROM COURT

PAROLE BD STATUS - MINIMUM  
BOARD/REL DATE - 05/25/84  
PAROLE ELIG DATE - 05/25/84 (19)  
DISCH ELIG DATE - 05/25/90 (19)  
MANDATORY REL DATE - 11/25/89  
MAXIMUM REL DATE - --/--/--  
JUDGE - IHOS, FITZGERALD

COMMITMENT COUNTY - COOK  
COURT DISPOSITION - CONVICTED BY PLEA

OFFENSE COUNTS	DATE OF SENTENCE	MINIMUM MAXIMUM	CC-CS GROUP	F-M CLASS	PLEA INDICT NO	OFF/CUST CRIME DATE
1) ATTEMPTS/MURDER 1	09/25/78	1 012/00/000 012/00/000	C	F 1	GUILTY 783738	05/25/78 / /
2) ARMED ROBBERY 1	09/25/78	1 012/00/000 012/00/000	C	F 1	GUILTY 783738	05/25/78 / /

AGGRIEVED PARTY

ASSOCIATES NAME  
OFFENSEIDOC NO BIRTHDATE  
MINIMUM MAXIMUM

ILLINOIS

10/20/78

CORRECTIONS INFORMATION SYSTEMS

RESIDENT PROFILE REPORT

SECTION 3

.....SOCIAL INFORMATION.....

IDOC NO A-83164 NAME -

BIRTHDATE - / /  
BIRTHPLACE -  
CITIZENSHIP -  
MARITAL STATUS -  
NO OF CHILDREN -  
RELIGION -  
OCCUPATION -

DRUG USE -  
TYPE USED -  
OFFENSE DRUG RELATED -  
ALCOHOL USE -  
OFFENSE ALCOHOL RELATED -  
COMMENTS -

NATIVE LANGUAGE -  
YR OF IMMIGRAT -

AGE AT FIRST ARREST -  
FOR WHAT -  
AGE FIRST ADULT COMM-

.....FAMILY INFORMATION.....MOST RECENT ADDRESS.....

WIFE'S NAME -  
MAR STATUS -  
ADDRESS -

ADDRESS -

BIRTHDATE - / /  
BIRTHPLACE -

LIVING WITH -  
RELATIONSHIP-

.....TO BE NOTIFIED.....MENTAL HOSPITAL RECORD.....

NAME -  
ADDRESS -

HOSP NAME -  
ADDRESS -

DATE ADMITTED- / /  
DATE RELEASED- / /  
NAME KNOWN BY-

.....PARENTAL INFORMATION.....

FATHER'S NAME -  
MAR STATUS -  
ADDRESS -

MOTHER'S NAME -  
MAR STATUS -  
ADDRESS -

BIRTHDATE - / /  
BIRTHPLACE -

BIRTHDATE - / /  
BIRTHPLACE -

ILLINOIS

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CORRECTIONS INFORMATION SYSTEMS

RESIDENT PROFILE REPORT

SECTION 4

.....MILITARY EDUCATION EMPLOYMENT INFORMATION.....

IDOC NO A-83164 NAME -

.....MILITARY.....

BRANCH/SERVICE CODE -  
SERIAL NUMBER -  
TYPE OF DISCHARGE -  
DRAFT BOARD NO -  
ADDRESS AT RFG -

ENTRANCE DATE - / /  
DISCHARGE DATE - / /  
DRAFT STATUS -

.....EDUCATION.....

NAME OF SCHOOL -  
ADDRESS -

DATE LAST ATTENDED - / /  
LAST GRADE COMPLETED -

.....EMPLOYMENT.....

COMPANY -  
ADDRESS -

COMPANY -  
ADDRESS -

POSITION -  
DATE LEFT - / /  
EMPLOYED AT  
TIME OF  
ARREST -  
NO MONTHS ON  
JOB -  
NO MONTH EMP  
FOR LAST 2  
YRS -  
SUPERVISOR  
NAME KNOWN -

POSITION -  
DATE LEFT - / /  
EMPLOYED AT  
TIME OF  
ARREST -  
NO MONTHS ON  
JOB -

SUPERVISOR -  
NAME KNOWN -

ILLINOIS

10/20/78

## CORRECTIONS INFORMATION SYSTEMS

## RESIDENT PROFILE REPORT

## SECTION 6

.....SENTENCE FACT SHEET.....

IDOC NO - A-83164 NAME -

CURRENT BOARD STATUS - MINIMUM

BOARD/REL DATE - 05/25/84  
DISCH ELIG DATE - 05/25/90(19)  
MAX REL DATE - --/--/--

OFFENSE	INDICT NO	PLEA	CT	CUST DTE	MINIMUM	MAXIMUM	C
ATTEMPTS/MURDER	1783738	G	01	05/25/78	012/00/000	012/00/000	C
ARMED ROBBERY	1783738	G	01	05/25/78	012/00/000	012/00/000	C

CUSTODY DATE	- 05/25/78	IBI NO	-	MERIT GOOD TIME:	
SENTENCE DATE	- 09/25/78	FBI NO	-	MIN	- 00/00/000
ADMISSION DATE	- 09/29/78	PV LOST TIME	- 00/00/000	MAX	- 00/00/000
GOODTIME SUB	- 00/00/000	GOODTIME ADD	- 00/00/000		

## \*\*\*\*\*BOARD ACTIONS\*\*\*\*\*

DATE	TYPE	RESULTS	NEXT DOC/REL
------	------	---------	--------------

## \*\*\*\*\*MERIT STAFF ACTIONS\*\*\*\*\*

DATE	ACTION	GRADE	REV-MIN	REV-MAX	RES-MIN	RES-MAX
TOTAL REV-MIN - 00/00/000 TOTAL REV-MAX - 00/00/000						

## \*\*\*\*\*WARRANT INFORMATION\*\*\*\*\*

DATE	TYPE	STATUS	VIOL-DTE	WI/RC-DTE
------	------	--------	----------	-----------

## \*\*\*\*\*COMPENSATORY TIME\*\*\*\*\*

TOTAL TO DATE	-	.0	DAYS	LAST UPDATE	-	/
1977 TOTAL	-	.0	JAN-	.0	FEB-	.0
			JUL-	.0	AUG-	.0
			SEP-	.0	OCT-	.0
			NOV-	.0	DEC-	.0
1978 TOTAL	-	.0	JAN-	.0	FEB-	.0
			JUL-	.0	AUG-	.0
			SEP-	.0	OCT-	.0
			NOV-	.0	DEC-	.0
1973 =	0.0	1974 =	0.0	1975 =	0.0	1976 = 0.0



ILLINOIS

10/20/78

CORRECTIONS INFORMATION SYSTEMS

RESIDENT PROFILE REPORT

SECTION 9

.....CHRONOLOGICAL MOVEMENT.....

IDOC NO        A-83164        NAME -

DATE        STATUS        INSTITUTION        ASSIGNMENT/REASON

09/29/78 FULL DIAGNOSTIC        ADULT JOLIET R&D

ILLINOIS

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CORRECTIONS INFORMATION SYSTEMS

RESIDENT PROFILE REPORT

SECTION 10

.....INSTITUTIONAL INFORMATION .....

IDOC NO A-83164 NAME -  
DATE OF SENTENCE - 09/25/78

.....MERIT STAFF RESULTS.....

DATE	PRIOR GRADE	ACTION	NEW GRADE	GOOD TIME MINIMUM	MAXIMUM	REV/RES
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.....WARRANTS.....

DATE	TYPE/STATUS/OFFENSE	VIOL-DATE WITH/CUST.	REASON	ISSUED	MULTY OFF REAS WITH
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.....PAROLE HEARING RESULTS.....

DATE	TYPE RESULTS	INST CREDIT NEXT DKT/REL	SPECIAL CONDITIONS
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APPENDIX H

OFFICIAL POLICY ON ACCESS TO FEDERAL PROBATION AND  
PAROLE MANUAL DATA

FREEDOM OF INFORMATION ACT: PRIVACY ACT  
THE FEDERAL PROBATION SYSTEM

The Freedom of Information Act and the Privacy Act impose limitations on the availability, use, and disclosure of Government records and documents. Because federal probation officers deal in the business of reading and making inquiries about investigative Government files as well as other types of information, these two statutes are significant. In addition as agents of the United States Parole Commission, federal probation officers must be concerned with parole documents per these two statutes.

The Freedom of Information Act, 5 U.S.C. §552 1/, essentially establishes a scheme for gaining access to Government records. On the other hand, the Privacy Act, 5 U.S.C. §552a 2/, provides a structure for safeguarding the privacy of individuals by restricting the dissemination of records or the information contained in Government records relating to such individuals who are given access to the records pertaining to them. The thrust of these two statutes is

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1/ Pub.L.No. 89-554, 80 Stat. 383 (Sept. 6, 1966), Pub. L.No. 90-23, §1, 81 Stat. 54 (June 5, 1967), Pub.L. No. 93-502, §§1-3, 88 Stat. 1561-64 (Nov. 21, 1974).

2/ Pub.L.No. 93-579, §3, 88 Stat. 1897 (Dec. 31, 1974).

somewhat contrary with one promoting public disclosure and the other restricting public disclosure. The statutes do, however, complement each other. For example, the Freedom of Information Act (FOIA) restricts access by the public to investigatory law enforcement records where it would result in an unwarranted invasion of personal privacy, presumably as defined by the Privacy Act. 5 U.S.C. §551 (b)(7)(C). Moreover, the Privacy Act permits disclosure of a record pertaining to an individual to be disclosed without his written consent when disclosure is required by the FOIA. 5 U.S.C. §552a(b)(2). In many situations, therefore, and especially with respect to records for law enforcement purposes, these two acts must be read together.

First, let us examine certain provisions of the FOIA. The FOIA enjoins Governmental agencies to make available to the public its publications, orders, policy decisions and other records unless they fall within certain enumerated disclosure exceptions. 5 U.S.C. §552(a),(b). The "agencies" affected by this requirement are the ones described by 5 U.S.C. §551(1) and §552(e). These two subsections include within the definition of "agency" all establishments in the executive branch of Government and independent regulatory agencies. The "courts of the United States" are excluded explicitly from the definition of "agency." 5 U.S.C.

§551(1)(B). It is thus clear that federal courts are not bound by the requirements of the FOIA. Furthermore, neither are federal probation offices.

Federal probation officers are officers of the federal district courts. They are appointed by the district courts which may also remove such officers in their discretion. 18 U.S.C. §3654 (1970). As officers of the courts, they perform two major functions: the preparation of presentence reports, Fed.R.Crim.P. 32(c), and the supervision of probationers, 18 U.S.C. §§3653, 3655. Any documents prepared or compiled in performance of these two functions, such as the presentence report, are court documents since they are prepared by court officers for the use of the courts. They are thus without the coverage of the FOIA. 5 U.S.C. §551(1)(B), §552(e). (1970, Supp. IV, 1974). Consequently, even though a presentence report may later be retained in the files of the Bureau of Prisons, it retains its status as a court document not discoverable under the FOIA. See Cook v. Willingham, 400 F.2d 885 (10th Cir. 1968). 3/

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3/ While it is true that probation officers perform various duties as requested by the United States Parole Commission and thus are "agents" of the Commission for some purposes, such as parole supervision or post-release planning, 18 U.S.C. §3655, as amended by Pub.L.No. 94-233, §14 (Mar. 15, 1976); 18 U.S.C. §4203(a)(4) (Mar. 15, 1976), the preparation of presentence reports is not one of those duties. Presentence reports are used by the Bureau of

Even though federal probation offices have no statutory responsibility to abide by the FOIA with respect to pre-sentence reports and probationary records, the FOIA has had an impact on the federal probation system. One issue that has been raised is whether items in a probation file which were obtained from "agencies" covered by the FOIA must be divulged upon request by the probation office. Inquiries regarding such documents must be referred to the source agency and should not be handled by the probation office. The reason for the referral back to the originating agency is that it can best determine whether a particular document is properly withheld or must be disclosed. For example, the law enforcement records exception from disclosure of the FOIA is not that easy to apply. Section 552(b)(7) provides:

(7) investigatory records compiled for law enforcement purposes, but only to the extent that the production of such records would (A) interfere with enforcement proceedings, (B) deprive a person of a right to a fair trial or an impartial adjudication, (C) constitute an unwarranted invasion of personal privacy, (D) disclose the identity of a confidential source and, in the case of a record compiled by a criminal law enforcement

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3/ (cont'd) Prisons and Parole Commission only because the courts have consented to such use. The reports are not converted, however, by such gratuitous use into documents of "agencies" subject to the prescriptions of the FOIA. Access to such reports at the time of parole release hearings, when available to the Parole Commission, has only recently been given inmates by the Parole Commission and Reorganization Act, 18 U.S.C. §§4207, 4208 (Mar. 15, 1976). Nothing in that Act, however, alters the fact that the presentence report is a court document which is not within the purview of the FOIA. It cannot be obtained under the FOIA by an inmate or parolee from the Parole Commission.

authority in the course of a criminal investigation, or by an agency conducting a lawful national security intelligence investigation, confidential information furnished only by the confidential source, (E) disclose investigative techniques and procedures, or (F) endanger the life or physical safety of law enforcement personnel;

These criteria are rather vague and broadly worded.

Probation offices should not be making judgments about whether materials of other agencies fall within §552(b)(7).

On the other side of the coin, when a presentence report, for example, is forwarded to a treatment institution or other instrumentality of the Federal Government, the probation office should stamp it confidential and indicate that it is not to be disclosed by such agency pursuant to the FOIA. Offenders sentenced by federal courts have in the past sought copies of their presentence reports or probation files under the FOIA. A sample routine reply to such a request is attached for your information (Appendix A).

The real difficulty for probation offices came, as I understand it, with the enactment of the Privacy Act. The Privacy Act gave individuals access to records pertinent to them but it, most significantly, imposed restrictions on agency dissemination of such records to other agencies or persons. The individual was given the right of access to his records, and the right to prevent such records from being used or divulged for purposes other than their original purpose without his consent. For example, executive



agencies are required to inform an individual, on request, of what records pertaining to him are collected and disseminated by such agencies, make available copies of such records, correct and amend such records, and establish adequate safeguards to prevent misuse of such information. 5 U.S.C. §552a(c),(d), and(e). Hence, probation office access to needed information in Government files has been impeded by the Privacy Act, except where the concerned individual consents to the release of information or such release comes within the eleven enumerated exceptions to the Privacy Act's non-disclosure rules. 5 U.S.C. §552a(b).

With respect to the question of an individual's access to his presentence report or probation files, the response is the same under the Privacy Act as it is under the FOIA. The courts and their probation offices are not within the coverage of the Privacy Act. 5 U.S.C. §552a(a)(1); see 5 U.S.C. §§551(1)(B), 552(e). The sample letter mentioned previously applies to requests made under both Acts. (Appendix A)

MODEL RESPONSE TO REQUEST FOR PRESENTENCE REPORT  
OR PROBATION RECORDS

Dear:

We are in receipt of your letter dated \_\_\_\_\_ which was received by this office on \_\_\_\_\_. Pursuant to your request of certain information pertaining to you in the files of the U.S. Probation Office, \_\_\_\_\_ District of \_\_\_\_\_ under the provisions of the Freedom of Information Act, 5 U.S.C. §552 (1970 Supp. IV, 1974), and the Privacy Act, 5 U.S.C. §552a (Supp. IV, 1974), I must advise you that neither the Freedom of Information Act nor the Privacy Act have any application to the courts of the United States or, therefore, to Probation Offices of the Federal Courts. 5 U.S.C. §551(1)(B) (1970, Supp. IV, 1974); 5 U.S.C. §552(e), 552a (a)(1) (Supp. IV, 1974); see Cook v. Willingham, 400 F.2d 885 (10th Cir. 1968).

For this reason, there is no right under these Acts to obtain the documents you requested. [or to receive a list of agencies or persons to whom information in our files has been disseminated.] [Similarly, for that reason we have no regulations regarding disclosure of our files or records under these two Acts..]

If this office can be of further assistance to you, please feel free to correspond with the undersigned.

Yours truly,

U.S. Probation Officer

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## GLOSSARY

Continued Cases - Indeterminate cases which have been heard at least once, and are before the Prisoner Review (Parole) Board again.

Discharge (or Final Release) - The final termination of a commitment to the Department of Corrections. There are two kinds of discharge - discretionary discharge by the Prisoner Review Board and discharge after the expiration of a sentence. Discharge may occur after parole, release by statute, or mandatory supervised release. Someone still on parole has not been discharged, and DOC (not the Prisoner Review or Parole Board) is still responsible for supervision. (Ch 38 § 1003-14, PA80-1099 Sec. 3-1-2.)

Final Discharge - See discharge.

Fixed Release Date - See Release by Statute.

### Indeterminate Sentence

- I. Sentence and Parole Act of 1943 (formerly Ch. 38, Sec. 801 et. seq.)  
Court not required to fix minimum or maximum limit of duration of imprisonment different from the penalty imposed by law on conviction of the crime, though it could do so within the limitations prescribed in the act. "The spirit of the law is that a spread between the minimum and maximum sentence should be provided so as to permit the Parole and Pardon Board to release the defendant at the best time for all concerned." (Abernathy vs. People, 1970, 123 Illinois App. 2d 263, 259 N.E. 2d 363.) (p. 473 Ch. 38)
- II. P.A. 77-2097, approved July 26, 1972, effective January 1, 1973. Ch. 38, Sec. 1005-8-1.  
Indeterminate sentences with maximum and minimum terms set for each class of felony and misdemeanor. Court discretion limited.
- III. Sec. 1003-3-3  
Every person serving time for a felony is eligible for parole when he or she has served:
  1. The minimum term of an indeterminate sentence less good time.
  2. 20 years of a life sentence
  3. 20 years or 1/3 of a determinate sentence

Mandatory Release Under Supervision - According to P.A. 77-2097, effective January 1, 1973, people sentenced prior to this Act, or who violated parole and were reconfined, were released under supervision six months prior to the expiration of their term, but "nothing herein shall require the release of a person who has violated his parole within six months of the date when his release under this section would otherwise be mandatory." (Ch. 38, § 1003-3-10.)

Mandatory Supervised Release - Under the Amendatory Act of 1977(P.A. 80-1099) there is a mandatory term of supervised release, not a parole term, which is 3 years for murder or Class X felony, 2 years for Class 1 or 2 felony, and 1 year for Class 3 or 4 felony, to be served at the end of a determinate sentence. (P.A. 80-1099, Sec. 5-7-8; Ch. 38 § 1005-8-2.)

Minimum Cases - The first Prisoner Review (Parole) Board hearing of an indeterminate sentence case, under the minimum sentence.

Parole - "Parole is the conditional and revokable release of a committed person under the supervision of a parole authority." (P.A. 77-2097, effective January 1, 1973.) Release on parole is granted by the Board on condition of approval of the resident's parole plan. Until approved, the parole is not effective, and the prisoner cannot be released. (Ch. 38 § 1005-1-16; P.A. 80-1099 Sec. 3-1-2.)

Parole and Pardon Board - The board that held parole hearings, and adjudicated parole dates and parole violations under the law prior to P.A. 80-1099. It was not responsible for supervising people on parole; they were under supervision of DOC until discharge.

Parole Rate - As calculated by the Prisoner Review (Parole) Board, this is based on the number of paroles granted, not the number of people released. The two may differ. (See Parole.)

Prisoner Review Board - The successor to the Parole Board after P.A. 80-1099. Independent of DOC, it hears charges with respect to good time, sets release dates for prisoners sentenced under the law prior to P.A. 80-1099, who have minimum sentences less than twenty years, hears pardon and reprieve cases, sets conditions for parole or mandatory supervised release, and revokes parole or release in violation cases. It has no discretion in setting release dates for those sentences under the law after (P.A. 80-1099, Sec. 3-1-2.)

Release by Statute - Under P.A. 80-1099, prisoners are released at the end of a determinate sentence to a term of supervision also determined by law, not by the Prisoner Review Board. A fixed release date, minus good time, is set at the beginning of the sentence. Prisoners sentenced under the law in effect prior to P.A. 80-1099 are given a choice of accepting a fixed release date and waiving the right to parole. (P.A. 80-1099, Sec. 3-3-2.1, Ch. 38 § 1003-3-3.) (See Mandatory Supervised Release.)

Statutory Parole - Under P.A. 77-2097, effective January 1, 1973, "Every indeterminate sentence shall include as though written therein a parole term in addition to the term of imprisonment." These parole terms were 5 years for murder or Class 1 felony, 3 years for Class 2 or 3 felony, and 2 years for Class 4 felony. Under the 1978 law, these terms were reduced to coincide with the mandatory supervised release terms.

INDEX TO SOURCES OF PAROLE DATA

DEPARTMENT OF CORRECTIONS

Information Systems Division

John Petterchak, Administrator  
200 W. Washington St.  
Springfield, Ill. 62706  
Mr. Petterchak is in charge of both CIS and the microfilm unit.

Microfilm Unit

Deborah K. Campbell, Acting Supervisor  
(217) 785-2340

Policy Development Division

Anthony Scilla, Deputy Director  
303 Armory Building  
Springfield, Ill. 62706  
(217) 785-1251

Research and Evaluation Unit

John Henning, Coordinator  
400 State of Illinois Building  
160 North La Salle St.  
Chicago, Ill. 60601  
(312) 793-3017

Can answer most questions about DOC data, or can tell you where to find the answers. Also will answer questions about CIS and microfilmed data and will assist with data access procedures, and answer questions about Criminal Sentencing Commission research.

Adult Parole Services Division

Dixon Parole District

2600 N. Brinton  
Dixon, Ill. 61021  
William Spencer, Supervisor  
(815) 288-4494

Peoria Parole District

228 N. E. Jefferson  
Peoria, Ill. 61603  
Barry Bass, Supervisor  
(309) 671-3193

Dixon Parole Office  
(Same as above)

Rockford Parole Office

119 N. Church, Room 310-310A  
Rockford, Ill. 61101  
(815) 987-7416

Rock Island Parole Office

1705 Second Avenue  
Suite 316 & 317  
Rock Island, Ill. 61201  
(309) 788-9513

Champaign Parole District

202 W. Hill, 4th Fl.  
P. O. Box 1479  
Champaign, Ill. 61820  
Kim Zajicek, Supervisor  
(217) 333-8433

Champaign Parole Office

(Same as above)

Casey Parole Office

207 E. Main Street  
Casey, Ill. 62420  
(217) 932-4930

Decatur Parole Office

1147 E. Cantrell  
Decatur, Ill. 62521  
(217) 429-4300

Normal Parole Office

102 W. Phoenix  
Normal, Ill. 61755  
(309) 452-9488

Peoria Parole Office  
(Same as above)

Springfield Parole District

604 Armory Building  
Springfield, Ill. 62706  
Alethea Camp, Supervisor  
(217) 782-7735

Springfield Parole Office

(Same as above)

Southern Illinois Parole Area

1400 W. Main  
P. O. Box 2948  
Carbondale, Ill. 62901  
Edward Knowles, Supervisor  
(Includes E. St. Louis & Carbondale Parole  
District)  
(618) 457-0363

East St. Louis Parole District

10 Collinsville Ave. Suite 305  
East St. Louis, Ill. 62201  
Arbra Gray, Supervisor  
(618) 875-9300, Ext. 371

East St. Louis Parole Office

(Same as above)

Carbondale Parole District

1400 W. Main  
P. O. Box 2948  
Carbondale, Ill. 62901  
Edward Knowles, Supervisor  
(618) 457-0363

Carbondale Parole Office

(Same as above)

Central Parole Office

160 N. La Salle, Room 1640  
Chicago, Ill. 60601  
Chester Pucci, Supervisor  
(312) 793-2675

Jackson Park Parole Office

6040 S. Harper Avenue  
Chicago, Ill. 60637  
James Cotter, Supervisor (312) 947-8423  
Lamuel Sykes, " - 8337  
Robert Klasna, " - 8520

Lawndale Parole Office

10 S. Kedzie Avenue  
Chicago, Ill. 60612  
Eriberto Campos, Supervisor  
(312) 533-1720

Aurora Parole Office

1329 N. Lake Street  
Aurora, Ill. 60505  
Phillip Magee, Supervisor  
(312) 897-9262

Community Correctional Centers Division

1640 State of Illinois Building  
160 N. La Salle St.  
Chicago, Ill. 60601  
Effie Peters, Superintendent  
(312) 793-2679

Community Correctional Centers

Chicago Community Corr. Center

712 N. Dearborn St.  
Chicago, Ill. 60610  
Ralph McNabb, Supervisor  
(312) 793-4585

East St. Louis Community Corr. Center

108 W. Broadway  
P. O. Box 217  
East St. Louis, Ill. 62202  
Anthony Pope, Supervisor  
(618) 875-4505

Uptown Parole Office

4753 N. Broadway, Room 510  
Chicago, Ill. 60640  
Ray Clark, Supervisor  
Ronald Hepner, Supervisor  
(312) 334-0126

Joliet Parole Office

1128 S. State Street  
Lockport, Ill. 60441  
Ronald Townsel, Supervisor  
(815) 838-7206

Waukegan Parole Office

Lake County Court House, Room 702  
18 North County  
Waukegan, Ill. 60085  
Phillip Magee, Supervisor  
(312) 336-0669

Chicago/DART Community Corr. Center

1500 S. Indiana Avenue  
Chicago, Ill. 60605  
Jimmie L. Daniels, Supervisor  
(312) 793-3750

Fox Valley Community Corr. Center

1329 N. Lake Street  
Aurora, Ill. 60545  
Joe Jacobs, Supervisor  
(312) 897-5610

Joliet Community Corr. Center

Rt. 53 and Airport Road  
Lockport, Ill. 60441  
Edward Jordan, Supervisor  
(815) 834-1500

Peoria Community Corr. Center

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Brimfield, Ill. 61517  
Terrence Nesbitt, Supervisor  
(309) 446-3392

Urbana Community Corr. Center

1303 N. Cunningham  
Urbana, Ill. 61801  
Patrick Mc Manimon, Supervisor  
(217) 333-5783

Casa Nuestra

1926 N. Humbolt  
Chicago, Ill. 60647  
Cecilio Barrios, Executive Director  
(312) 384-8447

Gateway House

815 N. 5th Street  
Springfield, Ill. 62702  
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(217) 522-7735

Lake County Community Corr. Center

Box 500 - Camp Logan  
Zion, Ill. 60099  
Larry Lezsa, Supervisor  
(312) 384-8447

Ogle County Comm. Corr. Center

Ogle County Jail  
5th & Jefferson Streets  
Oregon, Ill. 61061  
John Willard, Deputy Sheriff  
(815) 732-2135

Salvation Army Comm. Corr. Center (Mens)

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Chicago, Ill.  
Frank Massolini, Supervisor  
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Metro Chicago Community Corr. Center

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Chicago, Ill. 60608  
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Rockford, Ill. 61102  
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Chicago, Ill. 60647  
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Lee County Comm. Corr. Center

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Rock Island, Ill. 61201  
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Chicago, Ill.  
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CORRECTIONAL MANPOWER SERVICES UNIT OF GENERAL SERVICES

For general information, contact  
DOC, Policy Development and Planning.

Cook County

Operation DARE  
SAFER Foundation  
343 S. Dearborn, Rm 400  
Chicago, Ill. 60604  
Ruth Harris, Director (312) 322-4729  
Jodet Hollins, Researcher 4730  
George Knox, Researcher  
Can provide data on clients of SAFER, who constitute the  
majority of Cook County federal, local and state parolees.

Champaign County

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## CRIMINAL JUSTICE INFORMATION SYSTEMS

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Also see Perry Edelman, DOC.

### JOHN HOWARD ASSOCIATION

67 E. Madison Street, Suite 1216  
Chicago, Ill. 60603  
(312) 263-1901

Donald R. Jensen, Staff Consultant

The John Howard Association has a library with yearbooks dating back to 1901, some of which include statistics. Most John Howard Association reports, however, are reviews of law containing little data. Those who would like to search through the library for material on parole should contact Donald Jensen.

Sample publications include the following:

- 1958 "The Illinois Parole Board: A Comparative Study and Recommendations."
- 1972 "Probation in Illinois: A Politically Entrenched Overburdened 'Non-System.' "
- 1975 " 'The Illinois Justice Model' Proposed by Governor Walker - An Assessment."
- 1976 "Correctional Policy: Neo-Retributionism, and the Determinate Sentence," by Todd R. Clear.

### CHICAGO CRIME COMMISSION

79 W. Monroe Street  
Chicago, Ill. 60603  
(312) 442-0101

Stephen A. Schiller, Executive Director  
Jennie Boulet, Staff Associate

The Chicago Crime Commission has information files of over 3½ million items going back almost 60 years. From the 1930's to the 1950's it published a journal containing analysis of Chicago data. The Commission is currently microfilming these files, but in the meantime it will make available to researchers "public record data collected by the Crime Commission, or studies or working papers elaborating data or the history of the criminal justice system in our area." Users "have but to ask." (December 7, 1978 letter from Stephen Schiller.)

UNITED STATES PAROLE COMMISSION

Department of Justice

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Peter Hoffman, Director, Research Unit  
Sheldon Adelberg, Data Systems Analyst

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Bill Foster, Deputy Chief  
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Bill Chlissmann, DARE Federal Liaison  
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Counties:

Eastern Division (Chicago)

Cook  
De Kalb  
Du Page  
Grundy  
Kane

Kendall  
Lake  
La Salle  
Mc Henry  
Will

Western Division (Freeport and Rockford)

Boone  
Carroll  
Jo Davies  
Lee

Ogle  
Stephenson  
Whiteside  
Winnebago

Central Illinois Federal Court District

Robert D. Morgan, Chief Judge  
Robert J. Kauffman, Clerk  
Federal Post Office  
202 N. Vermillion St.  
Danville, Illinois 61832  
(309) 671-7171

Counties:

Adams	Henry	Morgan
Brown	Iroquois	Moultrie
Bureau	Kankakee	Peoria
Cass	Knox	Piatt
Champaign	Livingston	Pike
Christian	Logan	Putnam
Coles	Mc Donough	Rock Island
De Witt	Mc Lean	Sangamon
Douglass	Macoupin	Schuyler
Edgar	Macon	Scott
Ford	Marshall	Shelby
Fulton	Mason	Stark
Greene	Menard	Tazewell
Hancock	Mercer	Vermillion
Henderson	Montgomery	Warren
		Woodford

Southern Illinois Federal Court District

James L. Foreman, Chief Judge  
Billy D. Hudgens, Clerk  
Federal Building  
East St. Louis, Illinois 62202  
(618) 274-2200

Counties:

Alexander	Hamilton	Pope
Bond	Hardin	Pulaski
Calhoun	Jackson	Randolph
Clark	Jasper	Richland
Clay	Jefferson	St. Clair
Clinton	Jersey	Saline
Crawford	Johnson	Union
Cumberland	Lawrence	Wabash
Edwards	Madison	Washington
Effingham	Marion	Wayne
Fayette	Massac	White
Franklin	Monroe	Williamson
Galatin	Perry	

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CRIME RATES WORKBOOK, by Ruth A. Perrin (revised periodically: first edition December, 1977)

DATA SOURCES ON THE INCIDENCE OF ARSON IN ILLINOIS, by Chip Coldren (November, 1977)

DATA ON EXTORTION IN ILLINOIS, by Ruth A. Perrin and James R. Coldren Jr. (April, 1978)

A GUIDE TO THE SOURCES OF DATA ON CRIMINAL CASES PROCESSED IN THE COOK COUNTY CIRCUIT COURT, by Karen P. Smith and James Zuehl (December, 1978) (revised June, 1979)

POPULATION DATA TAPES CODEBOOK, by Stephen F. Tapke (June, 1978)

REPORT ON TECHNICAL ASSISTANCE PROJECT: DOMESTIC VIOLENCE SURVEY, by L. Edward Day (September, 1978)

A METHODOLOGICAL REVIEW OF "THE IMPACT OF MANPOWER SERVICES ON ILLINOIS OFFENDERS," by George W. Knox, by Carolyn R. Block (October, 1978)

ILLINOIS VICTIM SURVEY DATA: A GUIDE TO THEIR USE, by Ruth A. Perrin (October, 1977; revised March, 1979)

ILLINOIS-UNIFORM CRIME REPORTS USER'S GUIDE AND CODEBOOKS, by Linda Kok (February, 1979)

COMPARING ILLINOIS POLICE DATA TO COURTS AND CORRECTIONS DATA: THE PROBLEMS AND A SUGGESTED SOLUTION, by Carolyn R. Block (March, 1979)

A LOOK IN THE BLACK BOX: THE TRANSFORMATION OF ROBBERY INCIDENTS INTO OFFICIAL ROBBERY STATISTICS, by Carolyn R. Block and Dick Block (June, 1979)

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