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1. Probation Investigation Interviews: Institutional Protocol Updated

At the request of probation departments, OPCA has asked the state Department of Corrections and Community Supervision (DOCCS) to review and update the protocol for probation investigations and preparation of pre-sentence/pre-plea reports involving state prison inmates. Several changes have been made since the release of the original protocol in 2005, including revisions to the Probation Supervision Rule (Part 351) and the merger between the Division of Parole and DOCCS. The protocol is used for cases where the defendant is in DOCCS custody and is not available for an in-person interview with the probation department. For more information, review State Director's Memorandum #2016-6 dated June 27.

2. DNA Information Search Enabled in the Integrated Justice Portal

Probation professionals can use the IPRS interface (inquiry screen) to determine if an offender's DNA sample was taken pursuant to the Subject Index or Designated Offense requirement. They also can search the date a sample was taken, the name of the agency that obtained the sample, and the date the

DNA sample was entered into the CODIS system for defendants undergoing a court ordered investigation. To conduct an inquiry, log into the eJusticeNY Integrated Justice Portal, select the *People* Tab; select *Probation*; and then select *Integrated Probation Registrant System* from the menu. Select *Inquiry* and enter either an identifying number (such as NYSID or Client ID) or enter the individual's name, date of birth, and sex. If available, the system will display the *DNA-CODIS Data* under the *Identifying Data* section.

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3. State Director Addresses Council's Summer Institute in Lake Placid

DCJS Deputy Commissioner and Probation Director Robert Maccarone addressed the New York State Council of Probation Administrators at its Summer Institute last month. He provided the latest information on DCJS rule-making, including Part 358, which pertains to handling of ignition interlock cases concerning certain criminal offenders; and the H-10 Schedule, the standard specifications for professional probation positions. Mr. Maccarone also provided information on compliance reporting for ignition interlock cases; federal rule changes implemented for the Interstate Compact for Adult Offender Supervision; and the status of the implementation of the pre-dispositional risk assessment instrument scheduled for next year; and advances in automating the state's Sex Offender Registry, which DCJS administers. He also discussed the collaboration with DCJS' Office of Juvenile Justice and work with the state Office of Court Administration's Office of Strategic Planning in developing a Probation-Judicial Focus Group. In addition, Mr. Maccarone provided information on findings identified during the course of practice case review studies.

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4. State Probation Officers' Association Conference slated for Niagara Falls in late July

The annual New York State Probation Officers' Association conference is scheduled for Wednesday, July 27 through Friday, July 29 in Niagara Falls. The association is encouraging probation officers to both attend the conference and visit area attractions. At the conference, OPCA staff will present workshops on Leandra's Law and probation compliance with ignition interlocks. Staff from the DCJS Office of Juvenile Justice also will present a workshop on incentives and graduated responses for juveniles at risk of violation. OPCA is providing more than 30 scholarships at the conference this year and will present its Probation Officer of the Year award and this year's award for Probation Innovation Practices.

For conference details including how to register visit: www.nyspoa.com

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5. Call for Presenters Issued for 2017 Winter Training Institute

The American Probation and Parole Association is soliciting proposals for presenters during its Winter Training Institute in Reno, Nev., from Jan. 8 through Jan. 11. The goal of the institute it to provide participants with workshop opportunities that emphasize skill-building, increase relevant competencies,

and enhance overall career development. Preference will be given to workshop proposals that provide evidence of skill-building for participants, such as activities, audience participation or practicing new skills. Programs demonstrating significant knowledge enhancement and new research for the field of community corrections will also be given preference. Institute participants include the judiciary, treatment providers, criminal justice researchers, and others who are interested in the field of pretrial, probation, parole, and community programming.

Click [here](#) for more information.



6. OPCA Training Schedule

Thinking for a Change (T4C) Trainings Rolling Out

OPCA is offering the National Institute of Corrections' Thinking for a Change facilitator four-day, in-person model training in the following locations throughout the state:

- Onondaga County: Tuesday, Aug. 2 to Friday, Aug. 5
- Monroe County: Tuesday, Aug. 23 to Friday, Aug. 26
- New York City: Tuesday, Sept. 20, Wednesday, Sept. 28, Tuesday, Oct. 4, and Wednesday, Oct. 12

Thinking for a Change is a 25-lesson cognitive behavioral intervention program for use with offender populations. This 40-hour training experience – including homework – prepares participants as facilitators to deliver T4C with offender groups. OPCA encourages the use of a cognitive behavioral intervention with medium- and high-risk clients, particularly those with medium- to high risk-related to criminal thinking and related needs.

Seats are still available in the Onondaga County and Monroe County classes. For more information, please contact Patricia Clements at Patricia.Clements@dcjs.ny.gov or (518) 485-0905.

Motivational Interviewing

Motivational interviewing is a communication style and skill that is applicable in all aspects of community corrections and reentry work. This evidenced-based practice can be used by community corrections professionals to reduce recidivism through positive offender change. OPCA has announced four, two-day training sessions on motivational interviewing on the following upcoming dates:

- Onondaga County: Wednesday, July 27 and Thursday, July 28
- Albany County: Tuesday, Aug. 23 and Wednesday, Aug. 24
- New York City: Wednesday, Sept. 14 and Thursday, Sept. 15
- Monroe County: Tuesday, Oct. 25 and Wednesday, Oct. 26

Each training session includes various instructional methods such as lecture, exercises, and videos. Topics to be covered include the stages of change; the four processes of motivational interviewing; motivational interviewing technical skills; ambivalence; OARS; resistance/discord; change talk; and case planning. The training is available to all probation officers, as well as professionals in the fields of

alternatives to incarceration, probation and reentry.

For more information, please contact Patricia Clements at Patricia.Clements@dcjs.ny.gov or (518) 485-0905.

NYCOMPAS Training

OPCA is offering four, two-day trainings on New York Correctional Offender Management Profiling for Alternative Sanctions (NYCOMPAS), the assessment tool used by probation departments and alternatives to incarceration programs.

This training is for staff with ***no prior NYCOMPAS training***. Participants will receive guidance on how to complete and utilize the results of the NYCOMPAS.

NYCOMPAS is a broad-based, gender-neutral, risk and needs assessment instrument designed to assist probation officers and community corrections professionals in making recommendations to releasing and supervising authorities. Those recommendations assist release and supervising authorities in their decision-making process regarding suitability of community corrections sentencing and release options, appropriate conditions, and/or program services, intervention measures, and supervision classification of adult offender populations in New York State.

The four, two-day trainings are as follows:

- New York City: Tuesday, July 12 and Wednesday, July 13
- Monroe County: Tuesday, Aug. 9 and Wednesday, Aug. 10
- Albany County: Tuesday, Sept. 20 and Wednesday, Sept. 21
- Onondaga County: Wednesday, Oct.12 and Thursday, Oct.13

For more information, please contact Patricia Clements at Patricia.Clements@dcjs.ny.gov or (518) 485-0905.

OSST/Peace Officer/Fundamentals of Probation Practice-Fall 2016 Class Dates Set

The fall 2016 Probation Officer Safety and Survival Training (OSST)/Peace Officer/Fundamentals of Probation Practice Course dates are as follows:

- OSST: Monday, Oct. 3 and Tuesday, Oct. 4
- Peace Officer: Wednesday, Oct. 5 and Friday, Oct. 7
- Week 2: Monday, Oct. 17 through Friday, Oct. 21
- Week 3: Monday, Oct. 24 through Friday, Oct. 28

The announcement and application form will be distributed in August. A call for instructors will go out sometime this month.

For more information, please contact Patricia Clements at Patricia.Clements@dcjs.ny.gov or (518) 485-0905.

IID Enforcement Pilot Project

OPCA, in collaboration with DCJS' Office of Public Safety, conducted ignition interlock-related trainings in April and May to support an enforcement pilot project in Dutchess, Onondaga and Oneida counties throughout the summer. Topics covered by the training included regulatory compliance, the science behind breath sample analysis, operations planning, and how to investigate and appropriately charge interlock-related offenses.

Attendees included 73 professionals from police departments, sheriffs' offices, district attorneys' offices, and probation departments, as well as conditional discharge monitors. The training is aimed at increasing public safety by targeting those individuals failing to comply with the ignition interlock device provisions of Leandra's Law.

Questions related to this project should be directed to Leonard.Price@dcjs.ny.gov or (518) 485-9941.

Offender Workforce Development Specialist (OWDS) Training

OPCA hosted the first week of Offender Workforce Development Specialist training in Albany in May. Among the 31 participants were eight probation staff from Albany, Cattaraugus, Erie, Montgomery, Ontario, Wayne, and Westchester counties. The second and third weeks of the training are scheduled for Monday, July 25 through Friday, July 29 and Monday, Sept.12 through Friday, Sept.16. Upon completion, participants will become certified as specialists by the National Institute of Corrections and will be able to facilitate *Ready, Set, Work!* job readiness groups for their respective jurisdictions.

For additional information or to ask general questions about the training, please contact Frank F. Cangiano at Frank.Cangiano@dcjs.ny.gov or (518) 485-5153.

Career University - Advancing to the Next Level

OPCA is hosting a webinar on Tuesday, July 19 to introduce Career University - Advancing to the Next Level, part of *Ready, Set, Work!* The curriculum is facilitated by an Offender Workforce Development Specialist for use with justice-involved individuals between 14 and 24 years old. The goal of the 28-hour, skill-based job readiness training is to take youth to the next level in employment and/or training. Each young person has individual goals, but the curriculum itself is designed broadly to meet the specific needs of those with juvenile and adult justice system involvement.

For additional information or to ask general questions about the training, please contact Frank F. Cangiano at Frank.Cangiano@dcjs.ny.gov or (518) 485-5153.

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## **7. State Director's Memorandum**

**# 2016-4: May 4 - Probation/Monitors "Quick Survey" Results IIDS Ordered "in advance of sentencing"**

**# 2016-5: June 23 – New York State Ignition Interlock Program- The Important Role of Probation/Monitors**

**#2016-6: June 27 - Institutional Probation Investigation Interview Protocol**

As a reminder, all State Director's Memoranda are posted to the IJ Portal: Resources > Reference > Library > Probation > Director's Memoranda



**8. Awards, Events, Additional Trainings and News**

**Oneida County Probation Director receives leadership award**

Oneida Probation Director David Tomidy received the 2016 Sara Tullar Fasoldt Leadership and Humanitarian Award for his outstanding leadership and significant contributions to the field of community corrections.

Under Tomidy's leadership, the department has worked collaboratively with juvenile justice, child welfare, and criminal justice professionals to reduce unnecessary reliance on out-of-home residential placements and incarceration.



At right, DCJS Deputy Commissioner and State Probation Director Robert Maccarone presents Tomidy with award, which was given at the Summer Institute of the state Council of Probation Administrators in Lake Placid in June.

**CBS Evening News Highlights "Remarkable Results" by STRIVE**

STRIVE was recently featured on the CBS Evening News, after the program was identified as a national solution to a problem that threatens to undermine the American dream. Click [here](#) to watch the report.

**Modern Courts is seeking your input on a survey about the NYS court system.**

New York State Chief Judge Janet DiFiore wants input from members of the public, judges, jurors, litigants, attorneys and court employees on the "Excellence Initiative" she announced in February. The initiative involves a detailed and comprehensive evaluation of the court processes to determine what is working well and what needs improvement.

Click the following link for the survey: <https://www.surveymonkey.com/r/CtExcellence>

**Greene County Probation Officer receives employee of the year award**

Greene County Legislative Chairman Kevin Lewis named Debra Kingman, a senior probation officer, as the Greene County Employee of the Year for 2016. From left to right are Legislative Chairman Kevin Lewis, Senior Probation Officer Debra Kingman and Probation Director Alan Frisbee (*photo courtesy of W.B. Lawrence*).



Debra started work for Greene County Probation in 1986. She specializes in juvenile cases and has helped to positively impact many youth with her work. Lewis cited Kingman for work that improve the lives and goes beyond her normal daily duties.

### **Re-entry TIPSHEETS for Women**

Re-entry TIPSHEETS for Women is designed to help correctional staff and other supportive stakeholders working with women to address their needs as they transition back to the community after serving time in jail or prison. The TIPSHEETS are an important resource for staff to use with each woman during her re-entry planning process and serve as a reminder of plans identified during her period of incarceration. They are not intended to be handouts merely given to women when they are released. Instead, the TIPSHEETS cover each topic generally and provide links to national resources. They will be most helpful when they can be paired with specific on-the-ground resources that are available to women in their communities.

Click [this link](#) to download a .PDF of the TIPSHEETS.

The 47-page document was prepared by Coffey Consulting, LLP under a contract with the U.S. Department of Labor. They are a collaborative product of the Women and Reentry Working Group, a subcommittee of the Federal Interagency Re-entry Council. The purpose of the Council is to enlist the help of federal government agencies to remove any barriers to successful re-entry, so that motivated individuals who have served their time are able to compete for a job, attain stable housing, support their families, and contribute to their communities.

### **Governor Andrew M. Cuomo Announces Changes to Help Combat Domestic Violence**

Governor Andrew M. Cuomo recently announced that New York State has revised its [Domestic Incident Report](#), which will allow law enforcement to collect more detailed information to enhance investigations, improve officer safety, and connect domestic violence victims with services to help them break the cycle of abuse. Police officers are required by law to complete the report whenever they respond to a domestic incident call, regardless of whether they make an arrest. Police officers complete an estimated 400,000 Domestic Incident Reports every year.

New York State last redesigned the Domestic Incident Report, which police have been required to use for more than two decades, in 2011. The revisions eliminate duplication and provide more space for narrative details, victim interview information and statements from witnesses and/or suspects. The redesign allows officers to more accurately document factors that put victims at risk, a victim's emotional state and any prior history of domestic violence –all of which are crucial to assessing the physical danger a victim is facing.

Additionally, the updated report allows officers to better detail evidence at a scene that can aid in prosecution if an arrest is made. For example, officers can now document information about the crime of strangulation, a common form of domestic violence that can be difficult to prove because often there are no visible physical injuries to a victim. Yes/No questions with corresponding check boxes will also improve the accuracy of data collection. Click [here](#) for more information.

**Governor Andrew M. Cuomo Marks National Re-Entry Week by Seeking to Expand Medical Coverage for Individuals Leaving Incarceration**

Governor Andrew M. Cuomo also recently announced that New York State will seek federal approval to provide Medicaid coverage to incarcerated individuals with serious behavioral and physical health conditions prior to release. The program would ensure a smooth transition back into society for thousands of formerly incarcerated individuals and help reduce the rate of relapse and recidivism in communities across the state. The Medicaid coverage would apply to certain medical, pharmaceutical and home health care coordination services. Click [here](#) for more information.

**Medication Assisted Treatment Online Course**

The [National Drug Court Institute](#), in collaboration with [American Academy of Addiction Psychiatry](#), developed an online training curriculum designed to educate drug court professionals on medication assisted treatments for substance use disorders with a major focus on opioid use disorders. Nine modules were developed and are available at [this website](#).

**Allegany County Probation Department Holds Fundraisers**

The Allegany County Probation Department hosted fundraisers in late May and early June that raised \$3,100 for the Allegany County Cancer Services. Probation Supervisor Jody Ralyea coordinated “Dunk the Hunk” event in May and the “Locked up for Cancer” event in June. The department competed against other teams in fundraising and team games for the Allegany County Cancer Services’ Decade of Colors event on June 11, with Probation Officer Tami Kellogg serving as team captain of the “Warriors.” The department is now discussing future fundraisers for Cancer Services. *Submitted by Probation Director Robert P. Starks*



**8. Practice Tip:** According to 9 NYCRR Part 351, *Probation Supervision*, if a case is classified as *Greatest Risk* or *High Risk*, one positive home contact is required each month from case assignment. If a case is classified as *Medium Risk*, one positive home contact is required during the first 45 calendar days from case assignment. Scheduled positive home visits are an essential part of court-ordered probation supervision and can provide supervising probation officers with important information.



**9. Quick Fact:** To date, 231 professionals have been trained as Offender Workforce Development Specialists through the NIC/OPCA partnership.



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