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STATE DIRECTOR'S MEMORANDUM # 2013-1

TO: All Probation Directors and Commissioners

FROM: Robert M. MacCarone, Deputy Commissioner and Director *R.M.M.*
Office of Probation and Correctional Alternatives

DATE: January 28, 2013

SUBJECT: YASI Reports & Opportunity

I am very pleased to advise you of the availability of two new developments regarding our statewide YASI Risk and Need Assessment Database —the YASI Summary Report and the YASI Ad Hoc Report-Generator for use by probation departments. These two new YASI functions will provide critical performance measure information that can be used at the state and local level to guide policy, procedures and funding decisions. These reports provide valuable information that will enhance probation's critical role in the community in collaborating, convening, and leading positive change.

Using YASI data supplied by Orbis Partners and analyzed by DCJS Research and IT staff, the new *YASI Usage Summary Quarterly Report* will be provided to probation departments to highlight important measures in juvenile probation such as number of assessments, case closures and youth assessed. This quarterly report can be accessed via the eJusticeNY IJ Portal.

Also available is the new *YASI Ad Hoc Reports Database*, a report-generating system accessed via the eJusticeNY IJ Portal that is capable of producing *43 different YASI Reports*, including the query of various YASI data elements and their aggregation on a county, regional, or statewide basis. These reports have been developed, tested, and utilized internally by DCJS, as well as beta-tested by several county probation departments.

As with any new initiatives, we expect there may be changes and refinements that probation users will want to have made. DCJS will collect the change requests, analyze them, and address them.

The YASI reports are available in the eJusticeNY Integrated Justice Portal. Below is the information to access the reports:

1. *eJusticeNY Integrated Justice Portal URL: <https://www.ejusticenyny.gov/>*

In order to access the reports, you need to have access to the eJusticeNY Integrated Justice Portal with the Probation Officer role. If you do not have access to the portal please contact the Portal Help Desk at 1-888-462-8003 or via email at portalhelpdesk@ejusticenyny.gov.

2. *After you login to the portal, access the reports by clicking on “RESOURCES → REPORTING SERVICES → DCJS → JUVENILE JUSTICE → YASI”*
3. *Under the YASI folder, reports options are grouped based on the YASI domains. Standard queries include case type (JD or PINS); any individual, group, or all NYS counties; date range; male/female; race/ethnicity.*

In closing, I want to acknowledge the outstanding work of the DCJS Research and IT Staff, as well as the DCJS Juvenile Policy Office for producing these tools for probation officers throughout New York State. I also want to thank our partners in probation departments for their capable assistance and advice in testing and refining these important tools.