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eFocus is published by the DCJS Office of Probation and Correctional Alternatives (OPCA) to further the goal of promoting public safety through probation services and other community corrections programs.

www.criminaljustice.ny.gov/opca

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1. DCJS Issues Emergency Procedures

Probation Supervision

DCJS issued State Director’s Memorandum #2020-3: “Emergency Probation Procedures – Coronavirus of 2019 (COVID-19),” on March 16, 2020, to provide certain regulatory relief to probation departments consistent with social distancing practices necessary to minimize possible staff and public exposure to COVID-19, while still performing required probation services with temporary modifications. These procedures authorized probation departments to temporarily suspend in-person and/or home contacts and temporarily modified the contact requirements in Title 9 NYCRR Part 351 “Probation Supervision.” These procedures authorized the use of technology to conduct probationer and collateral contacts as

necessary. The decision to implement these emergency procedures is made by Probation Directors in consultation with their local chief elected officials and local health professionals. Departments were required to advise DCJS in writing of the suspension of in-person and/or home contacts and notify the agency when these contacts have been restored. The Emergency Procedures remain in effect until rescinded by DCJS.

Ignition Interlock Program

DCJS issued State Director’s Memorandum # 2020-4 to suspend certain provisions of state regulations related to ignition interlock devices (IIDs). Effective April 4, 2020, DCJS suspended the requirement for routine service visits required of operators for 30 calendar days. If operators fail IID start-up and/or rolling retests, or if circumvention is detected and vehicles go into “lock-out” mode, they will be granted an “unlock” code and must go to a service center within 72 hours. DCJS will provide follow-up guidance on this issue as necessary.

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2. Caseload Explorer “Check-In” Implementation Expedited

DCJS expedited the statewide roll-out of the Caseload Explorer (CE) web-based Check-In product in March at no expense to probation departments. AutoMon conducted three online trainings to familiarize probation officers with how to best implement this new supervision tool; 400 officers attended the training. [Click Here](#) to view a recording of the training.

CE Check-in allows probation departments to maintain electronic contact with probationers, includes a text messaging function and alerts officers when clients may be out of compliance. A CE Workgroup of county and New York City probation professional was instrumental in customizing CE Check-In for New York State; we appreciate their feedback and contribution to this important effort.

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3. GIVE Custom Notification in Monroe County during New York on Pause

As part of a coordinated effort among Gun Involved Violence Elimination (GIVE) partners in Monroe County to address a recent uptick in gun violence, the county Department of Probation conducted a virtual Custom Notification with probationers on March 26, 2020. Probation officers contacted 15 probationers and spoke with eight family members during the virtual notification, which was one piece of a comprehensive approach by GIVE partner agencies to interrupt potential gun violence associated with a recent gang dispute. All prescribed messaging communicated during in-person notifications were outlined: a warning that law enforcement was tracking the violence associated with their groups, a discussion on potential sentences if the probationers were to re-offend, and a real offer of community-based services.

According to Monroe County Probation “...probationers expressed concern of the COVID-19 pandemic, and said they were staying home. Others expressed that they knew about the recent shootings but were not involved. All probationers who spoke with the officers expressed a great deal of surprise with the potential sentences they could face for continued violence; they all stated they wanted to remain home, many of them to be with their children.”

The Monroe County Department of Probation has demonstrated a best practice in view of the current health emergency. Probation Departments in GIVE jurisdictions are encouraged to work collaboratively with their GIVE partners and explore/implement the use of virtual custom notifications.

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4. 2020 State Director’s Award for Outstanding Service by a Probation Officer

The DCJS Office of Probation and Correctional Alternatives is seeking nominations for the **2020 State Director’s Award for Outstanding Service by a Probation Officer**, which recognizes a probation officer(s) for exceptional service, dedication and professionalism within his/her department and community in New York State.

The award will be presented during the APPA 45th Annual Training Institute, which is scheduled for Sunday, Aug. 23 through Wednesday, Aug. 26, 2020, in New York City. Details of this year’s conference are available on the [APPA Website](#). The award recipient(s) will receive a registration scholarship to attend the Training Institute.

Please click [here](#) to submit nomination(s) to OPCA no later than **5 p.m. Friday, June 5, 2020.**

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5. Outcomes of JJ-Trials: The Juvenile Justice Translational Research on Interventions for Adolescents in the Legal System

New York was one of seven states to participate in JJ-TRIALS, a research project funded by the National Institute of Health to develop a set of research strategies to examine the behavioral health care continuum for youth in community juvenile justice settings. Probation departments in Nassau, Niagara, Onondaga, Orange, Rensselaer and Schenectady participated in the multiyear project, with the Center for the Promotion of Mental Health in Juvenile Justice at Columbia University providing training and technical assistance. Professionals from those departments spent many hours identifying behavioral health needs of youth, convening local stakeholders and coordinating efforts to improve connections to interventions for youth.

[This paper](#), published in the [Journal of Applied Juvenile Justice Services](#), examines the perceptions of juvenile justice partners who were interviewed, including Teresa Scanu-Hansen from OPCA, and asked about their experiences participating and implementing the various phases the project.

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6. DCJS Hosts a Series of “Information Exchanges” with Community Corrections Programs in Response to COVID19 Challenges

The DCJS Office of Probation and Correctional Alternatives recently hosted four Information Exchanges with community-based corrections programs to provide the latest information on web-based platforms that can be utilized to engage clients effectively in the community. More than 200 professionals, who work in DCJS-funded employment-focused programs, recidivism and incarceration reduction programs, jail-based cognitive programs and County Re-entry Task Forces, participated in the trainings. They welcomed the opportunity to share experiences and gain insight into the challenges of continuing to serve clients during

the global pandemic. these difficult times. Representatives from the DCJS Office of Justice Research and Performance and Office of Program Development and Funding also participated.

7. Fundamentals of Probation Practice Weeks 3 and 4 Postponed

Albany’s Fundamental of Probation Practice (FPP) academy began on March 2, 2020, with 34 probation officers from 17 probation departments across New York State. This FPP academy was the first class to pilot the revised FPP curriculum. The third and fourth weeks of the academy were postponed on March 15, 2020, due to COVID-19. The academy has tentative dates to resume the third and fourth weeks below:

- **Week 3: July 27 – July 31, 2020**
 - **Week 4: Aug. 3 – Aug. 5, 2020**
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8. Basic Motivational Interviewing Training for Trainers

The DCJS Office of Probation and Correctional Alternatives recently partnered with The Varalli Group to offer two “Basic Motivational Interviewing Training-for-Trainers” courses. A total of 10 probation professionals attended the two, three-day trainings in Albany and Monroe counties. They are now considered “champions” of motivational interviewing and are able to teach the Basic Motivational Interviewing curriculum at Fundamentals of Probation Practice academies across the state.



From left to right, attendees of the Albany training: OPCA Staff Dan Robertello, David Lewis and Patty Clements; Maureen Thayer and Elizabeth Skender of the Varalli Group; Darlene Paolini from the Nassau County Probation Department and Daniella Jackson from the Westchester County Probation Department

9. Recent State Director's Memoranda

The following State Director's Memoranda are accessible through the IJ Portal:

Pathway: Resources > Reference > Library > Probation > Director's Memoranda

- State Director's Memorandum #2020-2 (March 12, 2020): Mental Health Screening – Juvenile Probation Massachusetts Youth Screening Instrument (MAYSI 2), effective April 1, 2020
- State Director's Memorandum #2020-3 (March 16, 2020): Emergency Probation Procedures – Coronavirus of 2019 (COVID-19), effective March 16, 2020
- State Director's Memorandum #2020-4 (April 4, 2020): Emergency Procedures – NYS Ignition Interlock Program, effective April 4, 2020
- State Director's Memorandum # 2020-5 (April 6, 2020): "Leandra's Law" Implementation – Ignition Interlock Program Annual Report Jan. 1 – Dec. 31, 2019
- State Director's Memorandum # 2020-6 (April 17, 2020): DCJS Rule Part 346 – Staff Development/Training of New Probation Officers and Peace Officer Requirements

10. OPCA Training Updates and Schedule

Girls Circle and Domestic Violence Screening Instrument-Revised trainings, originally slated to be offered in March, have been postponed until further notice. The OPCA Training Unit is exploring the possibility of delivering future training remotely where possible and appropriate in the following areas: Interactive Journaling (facilitator), COMPAS, Decision Points-DUI, Thinking for a Change (T4C) and Moral Recognition Therapy (MRT). Additional information will be shared as it becomes available.

11. Officer Wellness Tip(s)

"Practice positive self-talk to reduce stress. Instead of saying, "I'm stressed," or, "I'm burnt out," shift your language to "I'm doing the best I can today."

WellNYS Daily To-Do (Governor's Office of Employee Relations)

12. Practice Tip(s)

During New York on Pause, employers and employees are using various teleconferencing platforms to conduct meetings and continue business operations. Helpful tips for working remotely:

- Create a dedicated workspace
- Take breaks
- Maintain focus and productivity
- Stay connected with regular team check-ins
- Host engaging online meetings or teleconferences:
 - Check technology before meeting/call
 - Establish roles
 - Ensure Video/Audio Security
 - Lock a meeting After it begins
 - Enable “Lobby” or “Waiting Room” feature

13. Quick Fact

In the wake of the COVID-19 global pandemic, the state Office for the Prevention of Domestic Violence has launched a text and chat function that provides victims of domestic violence another way to access help, support and services. For many victims, making a phone call to get help or accessing services may be impossible because their abuser can easily monitor their calls. New Yorkers seeking help can text 844-997-2121 or chat confidentially with a victim service professional at www.opdv.ny.gov, 24 hours a day, 7 days a week.

The hotline continues to be an option as well: 800-942-6906 and New Yorkers can visit www.ovs.ny.gov/locate-program to find a victim assistance program by zip code or county.

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