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Probation Financial Obligations Workgroup to be Formed

On Oct. 13, William Naylor and Sarah Driscoll, auditors with the New York State Office of the Comptroller presented a webinar, titled "Internal Controls for Cash Receipts" to over 120 probation professionals. Probation professionals received guidance regarding internal controls, cash receipts, understanding and determining risk, examples of control activities and more. The New York State Office of Probation and Correctional Alternatives has also established a new Financial Obligations page found within the Probation Suite of the Integrated Justice (IJ) Portal and a variety of helpful resources have been posted. Additional materials will be added as they become available. Also, OPCA is working with the New York State Council of Probation Administrators in forming a new Financial Obligations Workgroup to address issues related to restitution collection and disbursement and financial obligations. The committee will be co-chaired by two probation directions, and the first order of business will be to update the guidance control document. A recording of the OSC presentation can be found at here and on the IJ Portal: Resources > Reference Library > Probation > Financial Obligations.

Special points of interest:

- > Recent Enacted Legislation
> Upcoming Webinars
> State Director's Memoranda
> Research In Brief

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Evidence-Based Management of High-Risk Individuals on Probation Supervision

On Oct. 27, the DCJS Office of Public Safety hosted a webinar as part of their DCJS Law Enforcement Webinar Series titled "Evidence-Based Management of Individuals on Probation Supervision Convicted of Violent Crimes" and over 200 law enforcement professionals participated. OPCA presented evidence-based strategies in effectively managing high-risk individuals on supervision, with the goals of increased community safety and improved criminal justice outcomes. The webinar's guest speakers were Community Correction Representative 3 Gary Govel and Community Correction Representative 2 Colleen Thorn, of OPCA's Adult Probation Services Unit. For questions about this webinar, or the DCJS Law Enforcement Webinar Series, please email dcjsLawEnforcementSymposium@dcjs.ny.gov.

Recession of COVID-19 Emergency Probation Procedures

On Mar. 16, 2020, OPCA authorized Emergency Probation Procedures to minimize possible staff, client and public exposure to COVID-19. State Director's Memorandum #2020-3 authorized probation departments to suspend or modify compliance with certain regulatory requirements related to in-person and home contacts. During the last 18 months, New York State has made significant progress in combatting COVID-19 with 77.5% of New Yorkers ages 18 and older having been vaccinated and many restrictions having been lifted. On Sept. 1, DCJS issued State Director's Memorandum #2021-8, advising probation departments that emergency procedures were lifted, and departments were directed to perform, and appropriately document, all probation services, as required by [Title 9 NYCRR Subtitle H](#), commencing Sept. 27. DCJS also advised probation directors that it would consider requests for time definite waivers to regulatory requirements, should the need arise based on local conditions. Any questions can be directed to Community Correction Representative 3 Gary Govel at Gary.Govel@dcjs.ny.gov or 518-457-4336.

Interstate Commission for Adult Offender Supervision Rule Changes

On Sept. 29, the Interstate Commission for Adult Offender Supervision held its 2021 Annual Business Meeting virtually. Commission members voted and approved changes to the compact definition of "resident" and to the rules related to the retaking of individuals. The rule changes take effect April 1, 2022. New York State was instrumental in the development of the newly approved compact definition of "resident," which focuses on the individual's place of residence prior to their sentencing/supervision start dates. The new definition allows those who have resided in a receiving state for an extended period between the commission of the offense and placement on supervision to qualify for mandatory transfer as a "resident." The approved changes surrounding the retaking/return of individuals transferred under the interstate compact provide a standard 15-day timeframe during which all warrants must be signed and uploaded into the National Crime Information Center by the sending state. State Director's Memorandum #2020-14 provides guidance and face sheets to New York probation departments to facilitate the handling and timely issuance of warrants for individuals requiring retaking by the sending state. The New York Interstate Compact will offer training on the amendments in 2022.

DCJS Acquires Blackboard Learning Management System

OPCA has now acquired the [Blackboard Learning Management System](#), a state-of-the art platform that will transform the way in which we develop, store, and deliver training and education to the community corrections professionals we serve. Some of the main features of this system include curriculum development, on-demand course offerings, automated registration and record keeping, and an online library of resources. The COVID-19 pandemic has caused us all to re-think how we do our work and how we can maintain quality training in a safe environment. We anticipate Blackboard Learn will become our primary training platform for courses, including the Fundamentals of Probation Practice Academy. [Blackboard Collaborate](#), a fully interactive web conferencing tool, which integrates seamlessly into Blackboard Learn, is included and offers a much smoother and more professional classroom experience. The October 2021 academy class was the first to experience the features of Blackboard Learn, and beginning in 2022, newly hired officers will experience both Blackboard Learn and Blackboard Collaborate.

Static-99R is a ten-item actuarial assessment instrument, developed by R. Karl Hanson, Ph.D., and David Thornton, Ph.D., for use with adult male sexual offenders. The Static-99R is the most widely used specialized risk assessment instrument for community corrections. It is intended to determine relative degree of risk for sexual recidivism based on commonly available demographic and criminal history information that has been found to correlate with sexual recidivism in adults who commit sex offenses. The assessment is used to guide treatment and supervision strategies designed to reduce sexual recidivism risk. Eighty-eight probation officers from 35 departments were recently trained and certified by DCJS and gained access to the electronic database containing the Static-99R. Please contact the OPCA Training Unit at opcatraining@dcjs.ny.gov for additional information. OPCA plans to offer training on the Static-99R and Acute 2007, both specialized tools designed to assess and track changes in risk status over time by assessing changeable dynamic risk factors, early next year.

Statewide Probation Workload Reports – OP30, OP30A and Summary Reports

On Sept. 28, OPCA announced that the verification of the OP30, OP30A and 2020 summary reports have been completed and are now available in the IJ Portal. OPCA has worked with AutoMon, Inc. to ensure that Caseload Explorer OP30/OP30A reports include measures for victim restitution, DWI supervision fees, court-ordered fees, fines, penalties, and surcharges, as well as workload data. The reports have been posted on the IJ Portal: Resources > Reference Library > Probation > Statistics > County VERIFIED OP 30 (PINS, JD) and OP 30A Reports.

Caseload Explorer Check-In Continues to Assist Probation Departments

OPCA expedited the statewide roll-out of the web-based Caseload Explorer Check-In in March 2020, at no expense to probation departments. While originally intended for use with low-risk caseloads, Check-In has greatly assisted probation departments during the COVID-19 pandemic with contacting individuals under supervision electronically, supplementing traditional contacts with higher risk cases. The most recent Caseload Explorer Check-In report indicated that 40 probation departments were actively using the web-based system and effectively leveraging the power of electronic reporting and communication during these challenging times. Caseload Explorer Check-in allows probation departments to maintain electronic contact with probationers and includes a text messaging function, as well as alerts to notify probation officers when clients may be out of compliance. The effective use of technology has greatly enhanced client engagement.

Caseload Explorer Activity by the Numbers: April to September

- 80,392 web check-ins.
- 115,842 text message reminders.
- 101,000 email reminders sent to probationers.
- 49,505 text messages received from probationers: and
- 41,649 text messages sent by probation officers.

On Sept. 22, OPCA hosted a presentation by Automon, Inc. on Caseload Explorer (Ce) Analytics. Ce Analytics, included in the Caseload Explorer application, provides dashboards and metrics with insight into supervision relative burden, investigation relative burden, contact compliance, clients needing attention, data integrity and other key performance indicators. The goal of this well-attended presentation of nearly 270 probation officers was to provide probation professionals with the knowledge and skills required to utilize these valuable tools. Additionally, since there has been heightened interest in expanded dashboard functionality, AutoMon, Inc. discussed future plans for, including a preview of existing query building tools and dashboards for key performance indicators that are available through other products they offer. A recording of the presentation can be accessed [here](#).

On Oct. 20, probation professionals Helen Velasquez (Erie County), Aimee Gill (Onondaga County) and Nancy Andiloro and Bronwen Job (New York City) presented a webinar on “Caseload Explorer Ad Hoc Reports” for probation departments. Participants learned about the capacity of Ad Hoc Reporting and reports that can be used by sworn staff, supervisors and administrators to manage caseloads and ensure quality assurance. These reports will be posted on the Case Management Tools page in the Probation Suite of the Integrated Justice Portal. OPCA plans to work with the Council of Probation Administrators soon to expand the number of probation departments with access to Ad Hoc Reports. A recording of the presentation can be accessed [here](#).

Alternative to Incarceration (ATI) Community Service Virtual Forum

On Aug. 31, OPCA held a virtual forum on ATI programs funded through the Article 13-A Classification/Alternatives to Incarceration Program, specifically the Community Service Programs Model. Representatives from community service programs had an opportunity to discuss programmatic responses to the changes in the criminal justice system and challenges of operating during COVID-19. Topics included program standards, referral and court relationships, program usage and work site status. A panel of program providers from Cayuga, Erie, Ontario, Putnam and Schoharie counties discussed how they have continued to successfully deploy this program model since the start of COVID-19. Participants had the opportunity to ask questions regarding the specific situations they are experiencing and discuss ways to overcome and barriers and obstacles. A recording of the forum is available [here](#).

Columbia County Issues Overdose Alert

On Oct. 19, Columbia County Health Department issued an alert due to the “significant increase in overdoses” and advised that community partners will be mobilized to distribute Narcan and Fentanyl testing strips. The Columbia County Probation Department is a part of the coalition of agencies in the County that issue these alerts and is involved in efforts to reduce overdoses in the region. Alerts are broadcast through traditional media outlets and across social media. Anyone witnessing and reporting an overdose is protected from potential arrest by the Good Samaritan Law.

State Director's Memoranda

The following State Director's Memorandum is available on the IJP: Resources > Reference Library > Probation > Director's Memoranda

- **State Director's Memorandum #2021-8:** COVID-19 -- Recission of Emergency Probation Procedures, effective Mon., Sept. 27, 2021; and
- **State Director's Memorandum #2021-9:** NYS Ignition Interlock Program Semi-Annual Report, Jan. - June 2021.

Probation Officer Wellness and Peer Support Program Updates

Group Crisis Intervention Training

Nov. 16-18, 2021: OPCA will sponsor the second phase peer support team training, "Group Crisis Intervention." The training, developed by the International Critical Incident Stress Foundation, is critical for probation professionals interested in performing as peer support specialists within their respective agencies. This training can *only* be attended by peer specialists who have successfully completed the initial course, "Assisting Individuals in Crisis." If you're interested in attending the training, please complete the required registration survey [here](#). For more information, please contact Danielle Brendese at Danielle.Brendese@dcjs.ny.gov.

Many thanks to all the peer team specialists for their continued commitment to providing peer support services!

Probation Professional Practice Tip – Caseload Explorer ListServ

The Caseload Explorer ListServ is a valuable tool for practitioners, and it is meant to provide a platform to ask questions and share best practices. Recently, it was used to help a probation department determine that dictation software called Dragon 13 is compatible with Caseload Explorer. A ListServ discussion highlighted another department's success with the dictation software, which allows users to dictate directly into Caseload Explorer.

Any questions can be directed to Community Correction Representative 3 Gary Govel at Gary.Govel@dcjs.ny.gov or 518-457-4336.

OPCA, the New York State Office of Information and Technology Services and Automon are investigating a long-term solution to address duplicate cases generated in Caseload Explorer. In the meantime, the steps outlined below will assist departments when encountering the “**Request Channel Timeout**” error message.

1. Confirm the case has been registered in EJustice with a new registration number.
2. Take the Registration Number and enter this manually on the Criminal Court Supervision (CCS) case in Caseload Explorer.
3. Reset errors.

OPCA is committed in providing the most up to date and accurate data, which is used at both the local and state levels data to guide policy and procedures, create presentations, generate reports and assist with resource allocation. Duplicate case records in Caseload Explorer pose an issue both at the local and state level because they do not accurately reflect the data that our agencies rely upon. Additionally, probation departments should regularly review the All-Active Probationers Report available in the IJ Portal: Home > Resources > Reporting Services > IPRS Reports > Legacy Reports > All Active Probationers.

Maintaining the accuracy of Integrated Probation Registrant System is of critical importance, as that system is used not only by probation, but as a reference point for a variety of functions, including rearrest notifications (hit notices), roadside stop and warrant information available to police agencies, the DNA databank, and the Sex Offender Registry. Therefore, prompt and regular attention to this matter is greatly appreciated. Should you have any questions, please contact Colleen.Thorn@dcjs.ny.gov or Danielle.Brendese@dcjs.ny.gov.

Juvenile Probation Practice Tips

Growth Focused Case Management can be an effective tool in case planning and focuses on utilizing an individual’s strengths in your approach to supervision, leading to better outcomes for the youth. Information about four phases within the framework and examples of how the tool can be use can be found [here](#).

The Office of Juvenile Justice and Delinquency Prevention and the Robert F. F. Kennedy Children Action Corps hosted a 90-minute webinar, “Compliance Is Not Enough: Empowering Youth to Grow Out of Offending,” on April 27. It featured the author of Growth Focused Case Management approach and provides examples of how it can be incorporated into assessing Risk, Need and Responsivity (RNR) in case planning. The webinar is available [here](#).

Did you know that New York State Office of Mental Health and Coordinated Care Services, Inc. launched a New York State Trauma-Informed Network? The trauma informed network, which connects advocates and systems to provide quality services and resources, can be found [here](#).

The [Youth Justice Institute](#) maintains resources for youth justice professionals on a variety of topics. Listen to a previously recorded session from their [Lunch and Learn Series](#) ranging in topics from Trauma, Emerging Adults, Families and Probation, Restorative Justice, Youth Violence, Peer Influences, Black Male Grief, and many more! Additionally, the [Racial Equity & Youth Justice](#) offers many additional resources, publications and webinars too.

DCJS maintains a wide variety of Adult/Criminal and Youth Justice Data on the [public website](#). Data derived through the Caseload Explorer Case Management System and CE Sync Program have assisted DCJS in making this information available. Each set of the 2019 and 2020 tables includes “data notes” for definitions and additional information. This data presents new opportunities for probation departments and practitioners to analyze probation juvenile case processing and evaluate outcomes.

In the **Youth Justice System** section, the following reports are available:

- Youth population data (Age 7-- 17) by age group, race/ethnicity and sex;
- Arrest / criminal activity detailing five years of data on police contact with individuals younger than 18;
- Youth Part of Criminal Court processing, including removal activity;
- Youth Probation; including juvenile delinquent probation intakes and supervision;
- Family Court; initial juvenile delinquent petitions filed and disposed by county;
- Five-year trend tables by processing point and count; and
- Historical (pre-raise the age) juvenile justice data.

New Resource to Prevent Domestic Violence Homicides

Did you know that nearly half of female murder victims and one in 13 male murder victims are killed by intimate partners? (Source: Center for Court Innovation)

The Center for Court Innovation has recently launched, [DV RISC](#), a survivor-centered initiative to reduce and prevent domestic violence homicides. The DV RISC is a new website that provides resources and support to those who work to reduce intimate partner violence homicides. Podcasts, research articles, trainings, information on tools and assessments, and a technical assistance portal are available for peer discussion and learning.

Training Webinars Available

Family First Prevention Services Act

Nov. 5: OPCA will host a webinar with the New York State Office of Children and Family Services to provide an overview of the federal Family First Prevention Services Act and its implementation in New York State. Probation professionals who attend the **Nov. 5th** webinar will learn about the provisions of the law, including criteria impacting juvenile delinquency placements and Persons in Need of Supervision. It will also cover program eligibility for qualified residential treatment programs, the role of a qualified individual, placement assessments, family court reviews and considerations for probation practitioners. Join [here](#).

Inside the Trinitarios Webinar

Nov. 19: This 60-minute course, which will be hosted by the New York/New Jersey High Intensity Drug Trafficking Area, is designed to provide critical information and updates on gangs and their inner dynamics. This class is recommended for anyone involved in gang investigations or seeking the most updated information on gang activity and trends. Register [here](#).

Race, Adolescence and Trauma

Nov. 16, Dec. 10 & Jan. 13: The New York State Permanent Judicial Commission on Justice for Children is hosting a three-part series, to cover issues of foster care and race and trauma as it applies to this population. Register [here](#).

Research in Brief



Click [here](#), for more information on the National Institute of Justice CrimeSolutions research database.

The practice of promoting social and social-cognitive competencies through social skills training has been rated effective by the National Institute of Justice Crime Solutions for preventing overall antisocial behavior, aggression, delinquency, oppositional and disruptive behaviors and general antisocial behaviors. Read more [here](#).

The practice of using skill-building interventions to prevent antisocial and delinquency behaviors in youth has been rated promising by the National Institute of Justice Crime Solutions in reducing recidivism. Read more [here](#).

The practice of utilizing ignition interlock devices on vehicles of all drivers convicted of driving under the influence has been rated promising by the National Institute of Justice Crime Solutions. The requirement of an ignition interlock device has been found to reduce alcohol-involved vehicle crash fatalities by 15 percent. Read more [here](#).

A Look Back at Probation History

Cayuga County Probation Director Jay A. De Wispelaere shared an old probation report from circa 1929. Click [here](#) to read the report from Cayuga County at a time when probation services in Cayuga County were split between the City of Auburn and Cayuga County, and the two entities shared one probation officer. The departments merged around 1936. ***If anyone is having any difficulty downloading and reading the report, please contact Taylor.Alfred@dcjs.ny.gov. We will be featuring historical reports or facts in the next few issues of eFocus. Therefore, if you have anything to share please send it to Taylor.Alfred@dcjs.ny.gov.***

Recently Enacted Legislation

On Oct. 7, Governor Kathy Hochul signed the following pieces of legislation aimed at reducing drug overdose deaths across New York State and encouraging those suffering from addiction to seek help with their recovery:

- S.911/A.2354 Relates to the Possession of Opioid Antagonists
- S.1795/A.533 Relates to the Establishment of a Program for the Use of Medication Assisted Treatment for Incarcerated Individuals
- S.2523/A.868 Decriminalizes the Possession and Sale of Hypodermic Needles and Syringes
- S.6044/A.128 Establishes an Online Directory for Distributors of Opioid Antagonists
- S.7228/A.5511 Relates to a Judicial Diversion Program for Certain Felony Offenders

A description of all the pieces of legislation can be found [here](#).

On Oct. 4, Gov. Kathy Hochul, [signed legislation](#) establishing a statewide Restaurant Meals Program as part of the Supplemental Nutrition Assistance Program (SNAP). The legislation mandates the New York State Office of Temporary and Disability Assistance to apply for USDA approval to authorize the program, which would allow homeless, elderly, and disabled SNAP recipients to use their benefits for prepared or hot food from participating restaurants. Once approved by USDA, SNAP recipients would be able to use their benefits for prepared or hot food from participating restaurants and delis.

[Legislation passed in June](#), by the New York City Council, significantly increases the ability for individuals who are homeless to find housing through the City's rental voucher program. The voucher rates will rise to \$1,945 for an individual and \$2,217 for families and the program's current five-year cap for vouchers will be eliminated.

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The Urban Ministries of Durham, an organization based in Durham, N.C., focuses on ending homelessness and fighting poverty by offering food and shelter to those in need. To spread awareness regarding poverty and homelessness, they created an interactive tool where you can see how far a weekly paycheck at minimum wage goes by answering a series of real-life questions.

To try it, click [here](#).