



Michael C. Green
Executive Deputy Commissioner

Robert M. Maccarone
Deputy Commissioner and Probation Director

Taylor Vogt
eFocus Editor

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Special points of interest:

- > Probation Operations During COVID 19
> Probation in the News
> State Director's Memoranda
> Training Updates & Recorded Webinars

A Message From the State Director:

I want to take this opportunity to express my appreciation to probation directors, officers and staff, as well as community correction program administrators and staff, for your continued work and commitment during this unprecedented time. I hope that you and your families continue to remain safe and healthy during New York Forward, the state's phased re-opening strategy. Visit forward.ny.gov for up-to-date information about your region's status.

- Robert M. Maccarone

Probation Departments Work During COVID 19

Inside this issue:

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Emergency Probation Procedures outlined in State Director's Memorandum # 2020-3 (issued March 16, 2020), which empowered Probation Directors to invoke emergency procedures for probation intake/adjustment, investigations and supervision, will remain in place for the foreseeable future to support the judgment and decisions of local probation directors. The global pandemic impacted probation departments in a variety of ways, but each department continued to play

an important role in helping ensure community safety. Many departments moved to a system of contacting probationers through the web, telephone and other means, while others continued with in-person contacts for higher-risk individuals by using personal protective equipment and maintaining social distancing. Some probation departments were required to furlough staff during this period and others implemented reduced work schedules to cut costs.

As Probation Directors plan for their departments to resume in-person contacts, some starting with medium- and higher-risk individuals, DCJS reminds them to remain cognizant of the importance of continuing to use PPE and maintain social distance. Any changes to the Emergency Probation Procedures will be communicated to Probation Directors.

DCJS Implements Caseload Explorer (CE) Check-In

DCJS expedited the implementation of Caseload Explorer (CE) Check-In during late March 2020 to support web-based reporting by individuals under probation supervision, at no additional expense to probation departments. At that time, AutoMon Inc. conducted statewide training for probation staff on the set-up and use of the Check-In product; click [here](#) to view a recording of the

training. The most recent CE report indicated that 37 probation departments were actively using the system, effectively leveraging the power of electronic reporting and communication during these challenging times.

CE Activity by the Numbers (April and May)

- 42,717 web check-ins
- 49,353 text message reminders and 36,779 email reminders sent to probationers
- 34,347 text messages received from probationers
- 31,921 text messages sent by probation officers



The Alfred E. Smith Building in Albany is lit blue and gold in the honor of New Yorkers' work to flatten the curve.

Ignition Interlock Device Management in COVID-19

Governor Andrew M. Cuomo has authorized businesses in New York State to reopen on a regional basis and in phases, based on the type of business being conducted. Ignition Interlock Device (IID) installation/service centers in approved regions are able to resume services pursuant to Title 9 NYCRR Part 358, and as detailed in contracts of the

Qualified Manufacturers with New York State and according to the appropriate phase. Service centers in open regions should only serve operators who reside in those regions as a way to limit exposure to COVID-19 from individuals living in areas which are not yet open for business. Please refer to State Directors Memorandum #2020-7, is-

sued on June 5, which provided guidance on phased-in reopening, and re-established operator service visits.

Please contact [Leonard Price](#) by email with any questions.

For more information

regarding the readiness of the various regions to reopen and types of businesses authorized to re-open, please visit:

<https://forward.ny.gov/regional-monitoring-dashboard> & <https://forward.ny.gov/>

NYS Warrant Notification — Probation Agency Report

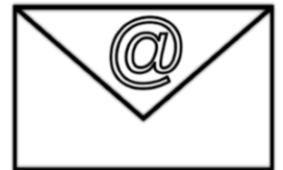
State Director's Memorandum #2020-8, issued on June 8, notified Probation Departments of a new report available in the eJusticeNY Integrated Justice Portal: The New York State Warrant Notification Agency Report. This at-a-glance summary will allow departments to be aware of all Warrant ENTRY Notifications, Warrant CANCEL Notifications, and Warrant PURGE

Notifications reported to them through the state Warrant Notification System during the preceding month. Each Probation Department has access to its own report through the IJ Portal:

Resources » Reporting Services » IPRS Reports » Warrant Notification Summary Report » Warrant Notification Agency

Departments are encouraged to routinely review this report and utilize the information as appropriate.

Please direct any questions to Community Correction Rep. 3 [Gary Govel](#) by email.





For additional information, please contact [Leonard Price](#) or [Michele Melendez](#).

Impaired Driving Webinar co-hosted by OASAS and DCJS

Nearly 500 probation professionals participated in a recent webinar on impaired driving hosted by DCJS and the state Office of Addiction Services and Support. Steve Hanson of OASAS presented “High Risk Impaired Drivers: Substance Use Disorders, Psychiatric Diagnosis, and Challenges Experienced with Recovery,” with probation professionals and substance abuse treatment

providers in New York State. The training provided an overview of substance use disorders associated with mental health issues and challenges experienced with recovery efforts, to re-enforce the importance of accurately assessing client needs and providing effective treatment. The training also featured an overview of the state Impaired Driving System (IDS), an important resource for

probation officers, who are encouraged to access this information regularly to better manage individuals under supervision. IDS is a point-forward system that connects impaired driving recidivism data with information concerning motorists’ participation in related clinical and educational processes. The system simplifies information sharing, improves process efficiency and increases the rate of accuracy in data collection.

Understanding Juvenile Case Processing Data and How it Informs Probation Practice

Staff from OPCA and the DCJS Office of Justice Research and Performance (OJRP) recently presented a webinar titled “Understanding Juvenile Case Processing Data and How it Informs Probation Practice in NYS.” OJRP staff reviewed Juvenile Case Processing Reports with probation professionals, stressing that the utility of the reports is heavily dependent on the timeliness, accuracy and completeness of the data

that they enter into Caseload Explorer. The presentation provided an overview of juvenile case processing, highlighted areas where data entry can be enhanced, gave departments a way to verify that the data they are providing is consistent with their records and provided administrators with the county-specific information they need to make data-driven decisions about how juvenile cases in

their jurisdictions are handled.

Probation directors also were provided with their county’s data tables following the webinar. DCJS will distribute updated data tables every six months to support probation practitioners in their commitment to providing quality probation services to youth in their jurisdictions. This webinar was the first in a series on juvenile data and its relationship to probation practice that DCJS will host this summer.

The webinar is available for viewing on the **IJ Portal:**
[Resources >](#)
[Reference Library >](#)
[Probation >](#)
[Presentations](#)

SUNY Provides Important Educational and Vocational Resources to Communities

More information can be found [online](#).



SUNY-funded Educational Opportunity Centers (EOC), which have been delivering high-school equivalency and college preparation courses since 1966, are an important resource for probation departments. In addition, 35 communities benefit from SUNY-funded services offered through Advanced Technology Training and Information Network (ATTAIN) Labs, which provide technical skills and digital literacy

to state residents. ATTAIN Labs are currently providing remote access training resources and have just commenced their annual Virtual Summer Institute (VSI), an initiative where ATTAIN Labs offer Microsoft training, including MS Specialist and Technology Associate certificates. DCJS is working with the SUNY-University Center for Academic and Workforce Development and will soon announce a webinar so proba-

tion, re-entry and alternatives to incarceration professionals can learn more about the ways in which EOCs and ATTAIN Labs can assist the individuals with whom they work.

Recent State Director's Memoranda

The following State Director's Memoranda are posted to the IJ Portal:

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

- **SDM #2020-7: June 5, 2020 – NYS Ignition Interlock Program Regional Re-opening**
- **SDM #2020-8: June 8, 2020 – NYS Warrant Notification System – Probation Agency Report**

OPCA Training Updates and Schedule

The OPCA Training Unit has been exploring a variety of online platforms to provide quality training for probation professionals in lieu of in-person training, which has been placed on hold due to COVID19 and resulting fiscal constraints on state and local governments. The Training Unit,

with advice of the statewide probation training committee, is actively examining the best options for offering Basic Motivational Interviewing, Interactive Journaling, DVSI-R , Thinking for a Change (T4C), NYCOMPAS TFT and End User, OWDS and the Fundamentals of Pro-

batation Practice. Other training scheduled to be offered online include Implicit Bias, Trauma Screening, Resiliency Building, Peer Support & Officer Wellness, Decision Points-DWI, Static-99 and Advanced Motivational Interviewing

Please feel free to contact the training unit via email at opcatraining@dcjs.ny.gov with any suggestions or questions you may have.

Webinars now available through the IJ Portal :

[Understanding Juvenile Case Processing Data and How it Informs Probation Practice in NYS](#)
Resources > Reference Library > Probation > Presentations

[Juvenile Delinquency Case Processing in Caseload Explorer: Developing the Family Case Folder and](#)

[JD Intake Case](#)

Resources > Reference Library > Probation > Presentations

[High Risk Impaired Drivers: Substance Use Disorders, Psychiatric Diagnosis, and Challenges Experienced with Recovery](#)

Resources > Reference Library > Probation > Trainings

Webinars available online:

[The New York State Domestic Violence Fatality Review Team: Implications for Probation, presented by the Justice Clearinghouse.](#)

Click [here](#) to view a schedule of the upcoming webinars for criminal justice professionals presented by the American Parole and Probation Association.

Warren County Probation Engages Youth in Restorative Justice



Dianne Shugrue, Glens Falls Hospital CEO, at center, flanked by Warren County Probation Director Robert Lusi on the right and Probation Supervisor Amy Secor.

Entrances to Warren County nursing homes, adult homes and Glens Falls Hospital now feature decorations to honor their staff, patients and residents, thanks to local teens and the Warren County Probation Department. The idea to build, paint and distribute wooden rainbows to health care facilities, came from a group of teens being supervised by the department's Ju-

venile Probation Unit. The effort was part of the "restorative justice" program used with youth who are receiving PINS (persons in need of supervision) diversion services through the Probation Department or working with probation due to a juvenile delinquency matter. "It was impressive to me that they wanted to contribute in such a way," said Amy Secor, a War-

ren County Probation Supervisor who oversees the Juvenile Justice Unit. "They all recognized that essential employees are making sacrifices for us and that the residents could really use some joy. They genuinely wanted to express their appreciation." The use of Restorative Practices has been recognized as an evidence based.

Law Enforcement and the Transgender Community - CRS Roll Call Training Video

The U.S Department of Justice-Community Relations Services recently released [a new training video](#) for law enforcement that provides information, tools and techniques to help ensure that interaction with members of the transgender community are respectful, professional and safe for all involved. Although this video was designed to inform police

officers, probation officers often encounter similar scenarios, and the information and approaches to clients are equally important. Sexual Orientation Gender Identity and Expression (SOGI) awareness is included in the newly updated *Fundamental Practices of Probation (FPP)* curriculum for all new probation officers. As always, OPCA encourages

probation leadership and staff to ask questions and seek new information on SOGIE to better serve members of the community. Please contact Community Correction Representative 2 [Ian Grugan](#) for more about SOGIE and DCJS' SOGIE pilot program underway in Suffolk, Schenectady and Onondaga counties.

"Transgender Americans, like all Americans, deserve to be treated with courtesy and respect by law enforcement officers," said **Acting Director Paul Monteiro of CRS**. "The information provided in this video will help strengthen the relationship between police and the transgender community, allowing for more effective investigations and safer encounter for officers and citizens alike."

Probation Practice Officer Wellness Tips

At the beginning of each day, identify one target item you want to accomplish. At the end of the day, celebrate your progress on that target item, as well as any other great wins for the day. And whenever you have a chance, practice gratitude with the things that you enjoy about your work and allow yourself to smile about it!

— **"Six Tips to Promote Your Own Wellness at Work" By Apryl Schlueter (Corporate Wellness Magazine)**

"The secret of health for both mind and body is not to mourn for the past, not to worry about the future, or not to anticipate troubles, but to live in the present moment wisely and earnestly."

— **Buddha Siddhartha Gautama**

NYS Empire Plaza lit up displaying NY Tough.



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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

Quick Fact

The Office of Probation and Correctional Alternatives provided 96 trainings – in-person, online and through conferences – attended by nearly **4,000 participants** from April 1, 2019, through March 30, 2020. Training is the process by which we make real change for the good.

Practice Tip

Under state Criminal Procedure Law §410.20, courts may modify or enlarge the conditions of probation at any time, as long as the probation sentence has not yet ended. Though the probationer must be present if the conditions of probation are being expanded, his/her presence is not required if probation conditions are being relaxed.

Holding the violation of probation in abeyance is a separate issue, as the law indicates that the defendant is entitled to a hearing "promptly." It is recommended that the probation departments conference this matter with the District Attorney, Defense Attorney and the Court.