

New York State
Probation Commission Meeting
Minutes of April 17, 2018 Meeting

Members Present: Robert MacCarone, Deputy Commissioner and Director – OPCA
Paul McDonnell, Counsel to Chief Administrative Judge Lawrence Marks
Linda Shields, Community Member, Retired Probation Director
Robert Burns, Public Safety Director, Monroe County
Rocco Pozzi, Commissioner Westchester County Probation (on phone)
Distinguished Professor Alan Lizotte, School of Criminal Justice, SUNY Albany

DCJS Staff: John H. Adams, Executive Deputy Director, OPCA
Present Matthew Charton, Interstate Compact Unit Manager, OPCA
Gary Govel, Adult Operations Unit Manager, OPCA
Patty Clements, Training Unit Director, OPCA
Frank Cangiano, Comm. Correction Rep 2, ATI Unit
David Lewis, Comm. Correction Rep 1, Adult Operations, OPCA
Daniel Robertello, Comm. Correction Rep 2, Training Unit
Linda Valenti, Assistant Counsel
Colleen Thorn, Comm. Correction Rep 2, Adult Operations, OPCA
Kimberly Schiavone, Community Justice Program Rep 4
Cindi Smith, Executive Secretary, OPCA

Commission

Member Absent: Wayne D’Arcy, Retired Probation Supervisor

Welcome and Introductions

Deputy Commissioner and Director MacCarone MacCarone welcomed everyone to Albany and each person introduced themselves.

Recognition of IT Staff

Deputy Commissioner MacCarone asked David Niner, Srivasta Kothapally, Vasu Aysola, Chenna Nalluri, Shelly Clarke, Kelly Milkins and Mike Maybee to stand and be recognized. They worked long and hard with OPCA through 2017 in helping us implement the NYS Warrant Notification System. What the system does now is it provides notifications to the Department of Correctional Services, the institutional side and field staff, parole as we know it and the Probation Departments throughout New York State. Every time a warrant is entered into the system, every time it is expunged, and every time it is purged a notification is sent. There are over 20,000 notifications per month and more than 2,000 notifications to Probation Departments. Not all probationers are supervised for finger-printable offences. An example is those arrested for 1198 offenses, we would never be notified on. The Commissioner also thanked the team for their partnership and hard work and noted that this can have very significant public safety impacts.

Approval of November 14, 2017 Probation Commission Meeting Minutes

Motion to approve by Director Burns, seconded by Linda Shields. Minutes were accepted and approved.

Approval of Today's Probation Commission Agenda

No formal approval but Deputy Commissioner Maccarone gave a brief overview of the agenda and unanimously approved.

Probation – General

- NYS Warrant Notification Recognition - Gary Govel - In regard to the Warrant Notification System, besides Probation receiving notices, DOCCS and Parole do as well. Going forward we hope to develop monthly reports and have a report that individual agencies could run just to check accuracy and we have asked departments to have a written policy in place as to how they handle these notifications as they come in. Linda Shields asked why 1198 is non-finger printable offense? The Commissioner said this is how the legislature passed the statute. Paul McDonnell said OCA is reviewing and under active consideration to bring before the legislature this change and Deputy Commissioner Maccarone said at DCJS these offenses have gone up from 400 to 4,000 (400% increase) in five years. John Adams just completed a report in the Caseload Explorer System that will notify departments of tracking activities like this along with several others. Gary Govel and Deputy Commissioner Maccarone recently discussed this issue with Commissioner Terry Egan of DMV. We are thinking of next year's legislation and perhaps the agencies coming together and proposing legislation will help.

Raise The Age Update

John Adams is covering this topic for Teresa Scanu-Hansen who is actually in Schenectady training to be certified in Interactive Journaling. We have been working feverously for over a year on Raise The Age. We have been meeting jointly with The Office of Court Administration, the Division of Criminal Justice Services, the Office of Children and Family Services and the State Commission of Corrections. It is amazing how all these agencies are coming together to coordinate this operation. We've had a Probation Workgroup established since September 2017 that has met regularly until April 3 to develop a very detailed set of regulations for our part in the youth court superior court. There is a re-worked violation graduated responses incentives and sanctions rule as well as a new family court services practice Rule 356 which was our intake rule. This has been expanded to include pre-dispositional supervision and detention screening placing the emphasis on reducing the necessity of detention. The entire package is with the directors now and they have until the first week in May to submit their comments and then we will send to the chamber and then proceed through formal rule making. That is a 45 day process. Deputy Commissioner Mark White is managing the RTA Tracker to make sure we are all on the same page.

Commissioner Green said that although Raise The Age is a huge amount of work for the agencies, it is also a huge opportunity to do better with our 16 and 17 year old's across New York State. These opportunities don't come along very often and we really need to take advantage of getting better results for our 16 and 17 year old's. This is where we have some of our highest recidivism rates right now. We need to be able to hit the ground running on October 1. The Office of Court Administration and The Office of Child & Family Services have both been great partners in bringing this together. We welcome any input from The Commission.

Paul McDonnell said at OCA, Raise The Age is all consuming. They had a meeting yesterday in New York City chaired by Judge Marks along with Judges Cocco and Mendelson as Chairs giving an extraordinary level of effort to the RTA legislation. There is a unique sense of excitement and some trepidation. There are a lot of practical things to be addressed to make this work. OCA recognizes that the probation adjustment abilities is a huge component of working through the youth part and the removal process. This is where most of the cases that come out of youth part although removed from family court will be directed, directly to probation intake. OCA is working with training, technology and putting in a new case management system in the youth part that will be going statewide and stand alone. OCA's biggest concern is to get a sense of closure to successful readjustment. Probation has to come back full circle and give a dismissal notice. Deputy Commissioner Maccarone said that we hear what OCA has to say and have been working with Karen King and their technology department on this. John Adams will be working on a standardized form in Caseload Explorer to address this issue.

Director Burns said although probation departments will work with one child and one family who has committed one crime or one offense but wondered how is OCA going to work with the family and probation? What are they doing in regard to probation having to deal with multiple judges, multiple attorneys, multiple prosecutors as these cases move through the system? Paul McDonnell said that they just put out a request for information on a continuity of defense from the youth part into the family court. The anticipation is that most cases will end up in family court. Institutional defense providers would like to see the same organizations doing all. OCA is planning to bring judges together for at least a two to three day training in three different locations throughout the state. Family judges are used to working with the 13-14 year old population and now will be dealing with 16 and 17 year old's. Judges have not been appointed yet but they have a pool that the Administrative Judges have said they'd like to see considered. The challenging part is taking a judge out of family court judge and putting them into youth part. This creates a backup in family court, especially in very busy systems like New York City. In more rural areas, judges will be wearing multiple hats. Although no judges have been appointed yet, they do have a pool of judges that they can pull from. Deputy Commissioner Maccarone said that probation has a lot of experience assessing which kids need a lot of intervention – this is heavily covered in our practice, tools and training.

Deputy Commissioner Maccarone said that since our last meeting the budget has passed and there is about \$100 million dollars in the budget for Raise The Age for increased hiring and training throughout the state. That will not occur on October 1, 2018, it will occur over 3-4 years. The comprehensive plan (financial) that will be sent out to localities in the next week or so will give guidance and structure to our directors, ranges of activity, but no exact numbers at this point. We expect directors to examine the guidance and see if it makes sense for their needs. We along with The Office of Youth Justice and The Office of Justice Research and Performance are giving counties a list of services to review and let us know what they need. We are trying to put together a broad range of services and asking director's if this makes sense for their anticipated need based on their experience? Probation Directors will be the making those decisions, we will not make those decisions in Albany. This is very flexible at this point and will be addressed on a quarterly basis. We may find they need to make changes along the way. What we are finding is that 16-17 year old's often need more educational and vocational services rather than family services. There is money for transportation, interpreters, family peers, and a wide range of services. Director Burns asked about money reimbursement issues that the counties should be aware of? Deputy Commissioner Maccarone assured that there is money set aside for hiring additional probation staff and some \$40 million dollars for community services and \$7.5 for "gap filler services," the 17-15 year old's. We have a matrix with standardized salary amounts and have dedicated six full time staff for New York City and the five boroughs, along with Erie, Monroe, Onondaga, Westchester, Nassau & Suffolk jurisdictions.

For more rural jurisdictions, we are hoping court clerks will advise Probation that “we have an arraignment” on a certain date and arrange for transportation of youth or notification to family and possibly Counsel ahead of time and to send over a Probation Officer. They would be there to greet the youth and offer a voluntary assessment. We have put in the statute that probation departments will see that youth within eight days, hopefully sooner. This allows time to notify the family and hopefully they show enough interest to be there. Within ten business days we are going to produce an Initial Case Plan. Linda Shields asked about the timeframe of cases diverted from the system, youth part? Deputy Commissioner Maccarone said that all misdemeanors and some felonies will come to family court and every misdemeanor will come to probation intake. Probation is trying to work with OCA to extend the intake period from 60-90 days and we are trying to give probation officers some additional mental health evaluation screening tools. We are looking at the GAINS and MASI-2 which every department would be trained on. Smaller counties may need to join forces with neighboring counties to put together mental health services. We are going to do a WebEx to walk Directors through the Comprehensive Plan Application.

Regulatory Changes – Executive Deputy Director John Adams said that when looking at revising regulations, the focus was on front loading and community services and engaging youth at the earliest point they engage in the justice system, and enhancing the engagement between the probation officer and the justice system involved youth. Goals were to reduce reliance on detention, increase rates of probation adjustment, reduce the need for family court adjudication, arrange for community based services to improve outcomes for youth, reduce reliance on out of the home placement, reduce the rate of probation violations and reduce long-term recidivism rates. In November, Teresa Scanu-Hansen briefed The Commission on the detention regulation, pre-dispositional supervision regulation, Article 3 – JD intake regulation, voluntary assessment and voluntary assessment services, Part 359 and case planning, youth part. Today John explained changes to the investigation rule, supervision rule, case record management, graduated sanctions and violations of probation and the block grant.

- Investigation – Part 350 – Inserted a reference for flexible probation terms focused on evidence based practice in looking at risks and needs of probationers.
- Supervision – A new section was added on client engagement focusing on officers using motivational interviewing and work towards changing probationer thinking using cognitive behavioral intervention. We added a new piece for US Military deployment.
- Case Record Management – Rule 348 – We addressed record keeping requirements from an investigation standpoint.
- Graduated Sanctions and Violations of Probation – Part 352 - there were a great deal of changes here. We changed it from Graduated Sanctions and Violations to Graduated Responses because we recognize importance of acknowledging successes and positive changes of the probationer and addressing negative behavior where that occurs. We have asked departments to develop structured grids for graduated responses including incentives, interventions, and sanctions. Deputy Commissioner Maccarone acknowledged the work done by the Violations Workgroup in developing this protocol. The rule does retain the uniform response to absconders new offense violations, and warrant protocols, there is a place for accountability.
- Block Grant – Part 345 – A piece was inserted on the New York State Pre-sentence Investigation Repository which is maintained by DCJS. A component of this is requiring probation departments that use Caseload Explorer to use the pre-sentence investigation template that was developed by a statewide workgroup and implemented in 2013. That will load into the repository which is accessed by various state agencies. Deputy Commissioner Maccarone asked John to comment on the importance of the Statewide PSI Repository and

using the standardized template because of the anticipated loading of the Caseload Explorer investigation software with CHRI (Criminal History Record Information) data. This is a major advancement that we hope to implement later this year. This will save so much time for probation officers not having to manually enter criminal history rap sheets. The statement of work is at Automon for their review and they are working with NYS ITS to accomplish that. We are strongly advising any department not using the template that it is time. If dispositions are missing on the rap sheet they will be able to add them in. We will make templates available to DOCCS, OMH and OCA and a couple of jails as well.

- Career University – Frank Cangiano is certified by the National Institute of Corrections as an Offender Work Development Specialist (OWDS) – Career University was developed to address the criminogenic need of probationers as employment is such an important part of helping probationers move forward. To encourage probation departments to have someone certified to lead a CBI group they can charge the cost to DCJS on the services side.

Frank gave a brief overview of the juvenile version of the Ready, Set, Work, Career University - Advancing to the Next Level which is largely designed for the youth 14-24. Our office has hosted 12 trainings for professionals who are working with justice involved individuals. We developed the Ready, Set, Work 24 hour curriculum here at OPCA designed to be taught by probation officers to the population they serve. It enhances the soft skills in aiding the probationer to find work and keep a job. Much like Ready, Set, Work, Career University is taught in 12 modules for a total of 28 hours. Each of these modules covers various aspects of employment. This curriculum also works in conjunction to an on-line program run by the NYS Department of Labor called Career Zone. It is an interactive website tool that works in conjunction to the facilitation of this curriculum. We have an upcoming training on Career University that was recently sent out to all departments. Sessions will be held June 4-8, July 30-August 3, and September 17-21. At the completion of these three sessions that will cover the hours necessary to become a certified OWDS and will be able to facilitate both Ready, Set, Work & Career University. For those departments that already have certified OWDS on staff we plan to hold two webinars in the fall on Career University. Deputy Commissioner Maccarone congratulated Frank and also Cynthia Blair who both worked very hard on this and added that statistics show that 50% of those who go through this program secure full-time employment within six months. This program will be an important tool in Raise the Age. Commissioner Pozzi asked Frank how they handle a 14-15 year old that is mandated to be in school. Frank said they try to impress on them the importance of getting their education but also discuss with them the importance of education towards a future and career and even if they plan to drop out, they will still need basic skills to survive in the world. Commissioner Pozzi suggested this would be a great program to bring in to some of the detention facilities. Deputy Commissioner Maccarone said that we would be very receptive to do a pilot program in one of the facilities.

Training

Patty Clements explained that Training is all consumed with Raise The Age.

- Fundamentals of Probation Practice – this is incorporating a training plan by adding an additional week to the Fundamentals three week training called Probation Specialized Juvenile Justice Training. On Monday, April 23 the first “pilot” course will start. Client engagement and procedural justice will be the foundation of this fourth week of training. Our intent is to be able to train the officers to be able to shift now that Raise The Age is coming. We hope to develop these skills and have confidence in these new officers to be able to go back and deliver these skills in their department. We know that we will make some changes as we go along but

Monday starts the first pilot with 33 participants including ¾ of the March class, anchor trainers from the six regions and juvenile officers. Everyone will leave with basic motivational interviewing skills as part of the week. Two of the five days will be on motivational interviewing.

- Regional Juvenile Justice Trainings - We also recognize that we need to bring this fourth week of training throughout the state and will be offering it in June in Erie County, July Westchester County, late July and early August Onondaga County, September Nassau County, and in December we will be in Warren County.
- Fundamentals of Probation Practice Curriculum – We hope to contract with Orbis Partners as we have in the past to help us develop our Fundamentals Curriculum – we have a good idea of what we want included and will rely on their expertise. We have as part of the Raise The Age plan the intent to bring in some other national educators such as Georgetown University among others. The national perspective will build off of what we deliver. Deputy Commissioner Maccarone added that OPCA will be hiring eight new staff members to go out and work with the departments each day around quality assurance. They will sit in on interviews between probation officers and probationers, conduct on-site training for staff, etc. Orbis Partners will be working on assessment and case planning and will be writing the Fundamentals. The goal is by the Spring of 2019 to have a full four week written curriculum. There are five case studies that will bring the individual through the week. We also plan to bring in discharge planning which has been used extensively in Connecticut with great success. We are going to term this “Transition Planning.” When a probationer comes to the conclusion of their probation, we want supervisors to spend some time going over the things that are required to sustain the positive changes they have made. If they start to have problems down the road they can call upon the probation officer to reiterate the practicing skills they have learned and used – they don’t have to go all the way back to the beginning. The differential response to non-compliance training added into this week of training will help get probationer back on track, practicing those skills and hopefully not result in violation but rather an intermediate response. The other specialty component in this week of training is a ½ day training on implicit bias taught by our Office of Youth Justice. There will be Train the Trainer sessions for anchor trainers on MI and Implicit Bias so you won’t have to contract out for these – they will be part of the Fundamentals. We are also looking to incorporate experience from some of the departments to include in this training. Schenectady County has a lot of experience in the juvenile area so they are lending us some officers next week to help us deliver this part of the fourth week and we hope to be able to duplicate that statewide with locals from each of the sites. We hope to engage the officers throughout the state to build off their experiences and call upon probationer officer staff to “play the rolls” in the case studies for our regional training. A conference call will be held weeks in advance & materials will be sent to ensure their rolls are secure during the training week.
- Supervision Curriculum – We convened a workgroup to develop a curriculum specifically for supervisors. We have the Fundamentals training for the new officers and Executive Leadership for the directors, but nothing in place for supervisors. The goal is to develop a curriculum that will support what is taught at the new officer training and also for them to hear what is being taught at the Executive level.
- Executive Leadership – We will continue this training as needed – the goal is to build one training off of another, but we need the foundation first.
- Building CBI Capacity within Probation Departments - Although a lot of this has been covered already, in addition some of the things we hope to our in cooperate into our entire training plan are things like “Thinking for a Change”, Interactive Journaling – Forward Thinking Series, the juvenile version, Career University, and the ART and MRT classes. Another tool we have to offer is the Brief Intervention Tool (The BIT’s) – these are tear off sheets that you can use on

the spot determined by what the criminogenic need is. We hope to purchase a set for all county probation offices.

- Probationer Wellness – John Adams reported to The Commission that we have had a Probation Officer in Saratoga County recently take her life. The Probationers' Officers Association has approached Deputy Commissioner Maccarone and asked for some help in dealing with this unfortunate situation. It is an area of concern for us and we would welcome The Commission's input and guidance on how to best approach this sensitive issue. Unfortunately, as a probation officer, much time and effort is spent in getting help for the probationer but they often find it hard to get help for themselves. Deputy Commissioner Maccarone expressed that he and Patty Clements had attended a Wellness Training meeting at the State Police Academy last year and had returned hoping to put something similar in place for Probation. Unfortunately, this has taken a back burner due to the urgency of Raise The Age. The essential message was creating a healthy balance in life. Deputy Commissioner Maccarone is going up to address the Saratoga County Probation Department this Thursday as this has had a great impact on fellow officers. At the recent Fundamentals graduation both COPA President & Probation Director Scott Gleuckert and Deputy Commissioner Maccarone addressed the importance of the probation officer taking care of themselves. Commissioner Maccarone asked Bob Burns to speak on services Monroe County has available to their probation officers. They've have a (CIT) Crisis Intervention Team in place for over 20 years and it is now called Peer Support. Monroe County has between 20-30 officers who have gone through the training. Every time they lose a probationer they have a peer counselor sit down immediately with that officer. Another successful program they have in place is their Chaplin Program, held every Tuesday and run by a non-denominational, ecumenical minister. Bob said that peer support is really the answer. Monroe County also offers these programs to smaller departments in the area who may not have their own resources. Deputy Commissioner Maccarone thanked Bob Burns for his input and said that OPCA is looking into in-cooperating at least a one hour segment on wellness into Fundamentals. Linda Shields felt that it is something we need to in-cooperate into our yearly continuing education training, not just a one time thing. Commissioner Burns added that at the Police Academy they take time to include the family and it was something he always wanted to in-cooperate but never got the time to do so. They have full-day family days where the family can come in and have a fun time and learn about the stresses their family member encounters on a daily basis. They have found family are very receptive and interested in learning what their family member encounters and how to help them. Frank Cangiano has expressed an interest in going out and meeting with Probation Director Larry Mattie on the peer program and bringing it back to in-cooperate into training.

Interstate Probation Transfers – Matthew Charton

- IVINS-ICOTS Victim Notification (VINEWatch) Update – Deputy Compact Administrator Matthew Charton – We have kept the Commission updated on our desire to have a victim notification service for victims of interstate offenders. IVINS replaced the VineWatch System and became active in October 2017. After working out some of the glitches on March 4, 2018 we had a kick-off WebEx. IVINS provides notification to offenders about the movement of those interstate offenders across state lines. IVINS is a self-registered system which allows victims to get notifications either by email, telephone or text message. We are working to inform any agency in New York State that works with victims of crimes about IVINS. This is a work in progress and we are working to make this easily available to victims without over notification.
- ICAOS Quarterly Compliance Audit – Starting in 2018 ICAOS decided to implement a quarterly audit on eight different items. We passed on all areas with a grade of 90% or above with the

exception of one area which was requested progress reports where we did pass but were in the low 80's. We are working with our local probation offices to make sure we make progress in that area. Deputy Commissioner Maccarone said that New York State has been working closely with Pat Tuthill who is the national representative on the National Commission on Victims. Two very important things are important to victims – self-registration and text notification.

Adult Operations – Gary Govel

- DVSI Assessment Update - Gary asked that Colleen Thorn and David Lewis talk about domestic Violence assessment tool – In August 2017 a survey was sent to all county probation offices asking about domestic violence assessment. The results showed that nearly 90% of departments said yes there is a need and that they would use one if available and that there was training and no cost. The most difficult part of this is researching and identifying an instrument that is suitable for probation use. It has to be an instrument that has informed supervision and also help with offender management. We are looking to identify low, medium and high risk offenders who would offend again. The DVSI-R or the ODARA are the most used assessments. We need an offender based screening as a probation tool and decided on the DVSI-R. It is readily available in the Northpointe Suite through the Compass Assessment to all our probation departments. We reached out to Connecticut as they own the copyrights to the instrument and we also had a MOU with Connecticut through the Northpointe Suite. We worked with ITS to gain access to the test site to test out the instrument and make sure it is useful to the staff out in the field actually using this tool. David and Colleen had some suggestions for our IT Department to make changes to the form. They have been in contact with Dr. Kirk Williams who is the author of the DVSI-R and also representatives from Connecticut, Joe (need to get last name) who have been using the tool and are both available to help us with training needs. We are looking at July for Dr. Williams to visit and looking to have a Train the Trainer model and then follow-up with w Webinar. We are also conducting another survey with all the departments in New York State to find out what type of domestic violence intervention and management surveys that are available in each county of the state as of right now, that information is not available. Deputy Commissioner Maccarone commended the staff on the thorough review they did in this area. They did a presentation for Commissioner Green and Gerry Mollen, an advisor to the Commissioner, and Bill Schaefer who is a domestic violence expert here at DCJS for many years and they were all extremely impressed with the thorough approach that has been taken in presenting all the different aspects of this issue. Deputy Commissioner Maccarone said he hears from Probation Departments all the time about the need in this area so this is coming at a great time. Commissioner Burns also agreed it is time to get this in place but wondered when this instrument might be administered, at the beginning when we meet with the victim or is it totally on the criminal/Probation side? David explained that initially it will be used as a supervision instrument but states like Connecticut use it at the PSI stage. Both the officers and researchers of both of the instruments have warned that neither of the instruments should be taken into consideration for an order of protection.
- IID Monitor & Service Installation Center Visit Update – Gary reported that Leonard Price and Michele Melendez are currently out in the field on one of these visits. As far as our role in managing the Ignition Interlock Program, we send out lists to the various probation departments of those who are to be monitored under the Ignition Interlock program and then go out on visits and review the records to assure compliance. This is a quality assurance effort for the compliance for registration and funding and to also offer technical assistance if needed. The state comptroller has done audits on multiple probation departments and also DCJS audit department has done a review.

- IID Non-Installer Enforcement Trainings – Gary explained that in 2016-2017 DCJS received grants from GTSC (Governors Traffic Safety Council) and in conjunction with The Office of Public Safety selected three probation departments to do a non-installer compliance project. We provided training, materials, paid overtime, for probation and police to identify people who had IID's ordered and were driving without the ignition interlock in the car. For 2017-2018 we are taking a lessons learned approach and conducting a number of trainings on this issue. Trainings are open to police, prosecutors, public information officers, Stop DWI, etc. to get the message out as to what the requirements of the law are, and how they are forcing compliance in their area. Recently we held a training in Westchester, Thursday we are holding a training in Warren County, Erie County on May 3 and Broome County on May 9.
- Drug Impaired Driving Focus Groups – Under one of our other GTSC grants we are preparing to do some focus groups. We are working with GTSC and OASAS as we are seeing a large number of accidents that involved drug involved driving. We are planning an informational morning and afternoon sessions opened up to discussion on how things are handled in particular communities. Fifty percent of the tests run for alcohol in the system also come positive for some type of drug involvement. We want to get statewide and run these focus groups and hear from the localities as to what are the best interventions for this population. Commissioner Burns asked about the Governor's team that he has convened at looking at legalizing marijuana in New York State and wondered where that team is at this point? He asked if DCJS has been able to weigh in on this issue as he has heard many concerns from various groups in Monroe County? Deputy Commissioner Maccarone said he doesn't think any committee has convened yet but does know that the Governor's GTSC is overseeing some of the tests that are going on for field testing for drugs. There are certain roadside testing's that are available to piloting that technology. Gary said that GTSC is also convening a conference to occur sometime this year on oral fluid testing. Commissioner Burns wondered if probation officers can attend training in DRE (drug enforcement experts) as he has been told it is only open to police officers. Patty Clements said that is something handled through our Office of Public Safety. They've made that decision and she knows several probation departments have tried to get in but thinks that is still the policy. We hope in the future that will change. She said another alternative could be having that as a new training to develop. Deputy Commissioner said there is a statewide GTSC meeting coming up soon and they will raise this issue.

Regulations and Program Updates

- Gary Govel spoke on the long ongoing Part 347 – Probation Management – Appendix H-10 – Standard Specifications for Professional Probation Positions – This has been with the Chamber since August 2017. Deputy Commissioner Maccarone said that he has spoken to the Commissioner on this issue but Raise the Age has held this up. We have been assured that this will be looked at soon. He said the strategy will be in early May when we have advanced all of our Raise the Age Regulations we are going to say that we need the H-10 as a component of that as it is integral to the implementation of Raise the Age. Commissioner Burns asked if any of the new descriptions of probation officers was included in the June test series, helped by the H-10 and Deputy Commissioner Maccarone said yes they were. Last June John Adams and Gary Govel attend the NYS Civil Services Directors Annual Meeting where they presented on 347 the H-10 schedule.

Technology – John Adams

- RTA Related Changes – There will be a new adolescent offender/juvenile offender case type for tracking voluntary assessment and case planning assessments. We are in the process of drafting a notice of agreement to be signed by a youth to consent to these assessments. All the parties will sign and it will be sent to the court so they have a record on that and Paul McDonnell asked if a draft could be sent to him. A document has been created to notify the courts when a youth has been removed from the youth part to family court and courts will be notified as they previously have for JD's that go to court and the judge sends it back post-petition for intake. A combined form has been created with a drop-down window. We have created a modified case plan document and a new Alternatives to Detention and Release screen in Caseload Explorer so departments can track outcomes of youth that they interview at detention and whether or not they were able to get the youth out of detention for intake services. We are adding a new service in Caseload Explorer where specific alternatives to detention can be tracked like electronic monitoring, etc. for tracking cost and reimbursement. John indicated it would be really great if Automon could build a system that could link to the court system where things could be sent electronically. Last month Broome County joined Caseload Explorer so there is just one county in New York remaining to convert. Automon is coming here on May 16 for an entire day and will walk us through all the applications. One of the things being built is CE Sync that will allow us to pull all of the Caseload data from the probation servers in the respective counties into a database for DCJS to analyze the data. Paul McDonnell suggested that maybe Automon can develop a link between DCJS and OCA so things are tracked accurately.
- SOR Information Update – **There wasn't anything mentioned on this?**
- Automated Notice of Adjustment – When intake cases of finger-printed youth (felony cases) if the case is closed at intake Caseload Explorer automatically transmits an automated notice of adjustment to DCJS and expunges the criminal history record.

New Business

Commissioner Burns asked about bail reform and its potential impact on our pre-trial services? Deputy Commissioner Maccarone said that bail reform did not pass with the budget but it is still in the works and Commissioner Green spoke very passionately about it at the budget hearing. It will impact pre-trial services and we provided the chamber with materials regarding the impact. Paul McDonnell said if the Democrats end up with the majority in the Assembly, it will pass eventually, probably in the next session.

Other Business

Deputy Commissioner Maccarone said that he has been focusing on youthful offender status and he thinks that all too often youth who receive that adjudication don't always realize and have an appreciation for the importance of it is and what it provides them. Our staff has developed a simple brochure that some departments are going to in cooperate into their materials. We will also have some sort of standardized script that counties can use at that first meeting with the probationer that has been adjudicated and spend some time explaining to them the benefits of the Youthful Offender status. Sometimes youth attribute the YO status to an acquittal and think they "got off" and before long they commit another crime and ruined their Youthful Offender Status. They need to realize the many benefits a YO status affords their future. Deputy Commissioner Maccarone wondered how much time defense attorneys actually take to explain the benefits to the probationer? Colleen Thorn and David Lewis have been putting this brochure together and are making some changes. Paul McDonnell added that he thinks once Raise The Age is totally in effect there will be a change made to YO to expand it to possibly 21, 24?

Next Probation Commissioner Meeting – Tuesday, November 13, 2018